

ASPE Central Texas Chapter BoD Meeting Minutes

1pm in person + virtual

June 7, 2022

1. Attendees

Torvald Adolphson
Ana Ginter
Hayley DeVilbiss
Zed Hernandez
Chris Phillips
Greg Rodriguez
Chelsea Moussouni

2. Tech meetings

- a. plan out next four months and keep a running schedule.
 1. July meeting - Zed - Hydromechanical Grease interceptors
 2. August meeting - Delta / Lixel
 3. September meeting - City Officials
 4. October meeting - joint meeting with ASHRAE, Caleffi
 5. November meeting - med gas - Beacon Medeas
 6. skip December
 7. January
 8. February
 9. March
 10. April
 11. May
 12. June
- b. Potential topics
 1. Bolin people - PHCC
 2. City Inspectors - code updates
 - a. who will pay? Maybe Zed or another rep to present half of the meeting and sponsor
 3. Helvex - wait on that one
 4. Eyewash code
- c. seek to get Austin chapter engaged and consistent

3. Website and newsletter activity

- a. Would like to have a monthly 100-200 words from VP Legislative, AYP, WoA, VP Affiliate. Might be a quarterly letter that appears for three months in a row if necessary. Our chapter members need some engagement at a local level.
 1. We need to put in the newsletter what the is chapter doing
 2. Links to full articles with teasers in the newsletter
 3. The newsletter file needs to be less than 5 mb; otherwise, we cannot send by email.
 4. Add a classified section in the newsletter
 - a. To post jobs, they have to be a member of the chapter
 - b. ¼ page each
 - c. language from the companies
 - d. need to create a quarter page template

- e. put on the website
 - f. through StarChapter - submit a classified ad
 - 5. shirts ad in newsletter
 - 6. page in newsletter for meeting schedule
 - 7. seek consistent formatting in the newsletter as a whole
 - 8. StarChapter Pay – grace period is still in effect until the end of the month
 - 9. Updating chapter membership through the website
 - a. Chelsea to send the lists to Zed
 - b. Zed to upload to StarChapter
- b. AYP activity—report on past event and any beneficial outcome? next quarterly event?
- 1. Greg to send the flyer to Torvald for the newsletter
 - 2. AYP & WOA Events with ASHRAE YEA
 - a. July 21
 - b. Sept 22
 - c. Nov 17
- c. WoA activity—re-engaging Hayley and Ana for a summertime event?
- 1. Hayley seeking to coordinate the happy hour in Austin
 - 2. For Sponsorship, Delta has first right of refusal
 - 3. Buying a new banner - motion approved by chapter, \$116
 - 4. who to contact at Delta? Zed to look into it. Prob Emily Pavoka (sp.?)
 - 5. Hayley has the roster
 - a. Send contact information of women Hayley should reach out to invite
 - b. Suggestion: Hayley to call people
 - 6. Goal: get these Happy Hours on the calendar, every other month
 - a. San Antonio Dates
 - i. July 21 - combination of AYP and WOA
 - ii. Sept 22
 - iii. Nov 17
 - b. Austin Dates
 - i. July 28th
- d. Summer STEM activity
Ana to reach out to girl scouts
- e. Terry Collins to post articles on history of chapter –create a tab with a “history” page
- 1. If using the pics sent separately through email, define people in the photos, date of photo, location, significance
- f. Figuring out t-shirt sales page. We have pics for what the shirt looks like. Need to implement cc sales and shipping.
- 2. Torvald to send Chelsea the picture to put on the website
 - 3. Sell these at meetings, too.
 - 4. Currently, we have 12 green and 12 blue ones.
 - 5. Need to sell these in the summer
 - 6. \$30 ea. How much do we charge for shipping?
 - 7. Bring the 25 year black shirts to next meetings
 - a. Officers to wear them
 - b. Sell them for \$5

4. Chris P -Golf tournament in latter half of the year?

1. Fall event ideas
2. costume party
3. haunted house
4. escape room
5. sporting clays shoot
6. Top Golf
7. Bowling

5. ASPE 2022 Convention and EXPO –Indianapolis 2022

A. DELEGATES TO SEND

1. The chapter has five delegates and two alternates to participate in the business meeting before the Convention to vote on candidates and bylaws changes.
2. Fly up on Friday, 2 days prior to the kickoff party, can stay until Wednesday, can leave earlier.
3. Chapter can purchase a one day pass for the Convention.
4. Society covers airfare; the chapter covers hotels, meals, etc.
5. We can get together for a nice dinner that Friday.
6. Who wants to go?
 - a. Zed – yes, delegate for Houston and CenTex
 - b. Chris – yes, rep, so can seek to have Viega pitch in.
 - c. Greg - yes
 - d. Ana - yes
 - e. Torvald - yes
 - f. Terry ?
 - g. Chelsea - yes
 - h. Hayley if interested – rep, can seek to have Chumley & Associates cover some expenses.
 - i. Wendy ?

6. Outreach

- a. Could we be eligible for the Award of Merit? Would visiting Ana's school get us there?
- b. There are prerequisites for the Award of Merit.
- c. Ana's Students would be interested in PVC, Copper, PVC joining copper, any aspect of those things and especially hands on and classroom training.
- d. Ana's school is seeking partner companies:
 - a. consulting engineers especially
 - b. take on an intern
 - c. Ana to send the information
- e. Student chapter?
 - a. Requires three key components:
 - i. professional role
 - ii. professor
 - iii. student leaders
 - b. turnover is high to try to sustain a student chapter
 - c. let's not pursue this at this time

7. Chapter donation

- a. Troy Johnson donating \$3000.

b. Board approves.

8. Sponsorship opportunities ideas

- a. 3 or 6 free meetings
- b. 1 bay at golf tournament
- c. discount on the product show
- d. tournament entries
- e. meal sponsors

9. Bundle n save – purchase tickets to all meetings for the year at one time

- a. could we offer this?

10. online file sharing

- a. Chris to share the Google drive folders so we can use them to share and edit files for the group.

11. Women of ASPE Forum

- a. encourage female members to sign up for that
- b. society does not have the details ironed out yet

13. Volunteer rallying - board members are expected to attend the meetings

14. Revive the ambassadors program for new members

- a. Call members before meetings
- b. Offer to give rides
- c. Sit near new members

Chapter report

- a. chapter officers need to fill out the reports for each position, but do not submit
- b. see snip below

