CHAPTER BOARD MEETING MINUTES

Date: Wednesday, February 22nd, 2017  Time: 4:00 – 5:01

Meeting Called By: Steve Carroll
Type of Meeting: Monthly Chapter Board Meeting

Attendees: Charles Hutchinson, Steve Carroll, James Anderton, Brian Graham, Bradley Brooks, Lyn Gomes

Discussion:

Board of Directors – Officers:

• Charles Hutchinson to be new President
• Steve Carroll to be Vice President
• Bradley Brooks to remain as Treasurer
• Brian Graham to remain as Secretary

Financial Report

• Brad provided update to 2016 financials
  o Primary expense in 2016 was incurred from BCA Leadership Mtg in 2016
  o 2016 Account: Net - $11,373.30
    ▪ Reference Brad’s financial report for more details
  o In 2017, we must send 3 officers for BCA Leadership Mtg
    ▪ CA board to plan for this cost
  o James – discussed educational line item in 2017
  o Discussed building annual budget

Chapter Overview

• Board to take a look and confirm nothing is missing.
• Upon finalization, send to BCA National

Budget

• Identify three officers who are going to NCBC
  o Steve Carroll, Charles Hutchinson and (Brad or Brian)
Tech Talks

- It has been discussed several times that all chapters will combine to lessen the burden on giving multiple talks per year. Charles will reach out to see if a list has been started on who and when.
- Lighting commissioning is an option
- Title 24 lighting requirements is an option
- Lighting Photocells
  - Open and Closed Loop
    - Design and Construction aspects
      - December 1st
    - Detailed level – possibly 3 part series
- CALGreen requirements
  - James could put this together
- Summer, November and December are not well attended
- Tim (Sr. Google Cx Engineer) can help out with an Energy Tech Talk
- James to send 4 ideas to the Board

2019 Title 24

- Currently writing 2019 Title 24
  - Lyn is working on the letter – provide update at next meeting
  - Verifying claims as to who is accredited and who is not.
  - Need to reach out to other organizations (ASHRAE, NEBB, etc) to write letters
  - Brad to look for BCA letterhead for Title 24 letter about commissioning

Side Note

- NEBB has opened their Mechanical Acceptance Test Technician training program.
- Lyn submitted her application – will let us know if it is accepted
- Provide the name of the one organization you plan to do a joint meeting with during the course of this year
  - Lyn suggested USGBC as a joint meeting partner
  - Steve to check in with BOMA
  - Brad to check in with ASHRAE
- Public Relations
Chapter Board Meeting Minutes

• Chairman unclear at this point

• Membership
  • Chairman unclear at this point

• NCBC Presentation
  • James provided outline on troubleshooting presentation to National

Treasurer’s Report:

• Checking: $9,897.40
• Savings: $1,475.90