

**Date of Meeting:** January 16, 2013

**Location:** Heapy Engineering

**Minutes Prepared By:** Evan Nutt

**Time:** 8:00 a.m. – 9:30 a.m.

### Attendance

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Steve Coppock

Kyle Kurtz

Jeremy Fauber

Russ Marcks

Tom Ferdelman

Evan Nutt

Jason Gillespie

Rick Pavlak

Lorraine Kapka

Jake Taylor

Mike Kennedy

### Decisions Made

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1. Approved meeting minutes from the December 19 meeting
2. The decision was made to have Evan work with Jake on the Treasurer role for the remainder of the year. This will allow Evan to obtain the accounting experience within the Chapter since he will be assuming the President Elect role next year.

### Action Items

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	Assigned to	Due date
1. Look into \$300 Heapy Engineering donated to Research that has not been seen by Research	Jake Taylor	ASAP
2. Work with Evan regarding the Treasurer role	Jake Taylor	Jan. 17
3. Communicate Chapter event dates to the Dayton Engineers Club	Evan Nutt	Jan. 16
4. Get February's meeting presentation info to AIA	Jason Gillespie	ASAP
5. Make a strong scholarship push to students	Lorraine Kapka	ASAP

## Minutes

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### **PRESIDENT'S REPORT**

- Thank you Tom for the donuts
- Approved meeting minutes from the December 19 meeting
- Jason will get February's meeting presentation information to the AIA

### **TREASURER REPORT**

- Current balance stands at \$13,741.41
- The balance of the Scholarship Savings Account stands at \$3,087.98
- Jake has made a spreadsheet of all members that shows the status of their membership dues
- Jake will look into the \$300 Heapy Engineering donated to Research that has not been seen by Research
- Jake made it official that he will be transferring to the Columbus ASHRAE Chapter next year

### **SECRETARIAL REPORT**

- Evan will work with Jake on the Treasurer role for the remainder of the year to prepare for Jake's absence. This will allow Evan to obtain the accounting experience within the Chapter since he will be assuming the President Elect role next year.
- Evan will communicate our upcoming event dates to the Dayton Engineers Club

### **SCHOLARSHIP COMMITTEE**

- Lorraine will make a strong push for students to apply for scholarships

### **RESEARCH PROMOTION**

- We have no current update from Research Promotion

### **STUDENT ACTIVITIES**

- Russ has not heard from Dustin since the end of last year
- Russ has not had luck getting members from Sinclair, but will make a strong push in the new evening classes

### **MEMBERSHIP PROMOTION**

- Steve Coppock met with James McCabe to get filled in on the role and current status of the Research Promotion group

### **PRESIDENT ELECT**

- Kyle will need to work on filling next year's roles such as Secretary, Treasurer, CTC, and Grassroots
- Mike Kennedy, Joe Thacker, and Nathan Lammers are all possibilities at this point

### **CTC (Chapter Technology Transfer Committee)**

- The Holiday Party is confirmed to be on January 19 and have the entertainment of Jim Volk (Current Number of RSVPs: 49)
- There will be a joint lunch meeting with AIA on February 11 with presentation topics of 90.1 Envelope and Dynamic Glazing (Jason, Jeremy, and Mike are working on this meeting)
- The March 11 meeting will be Student Night and hold a dinner presentation topic of "Ethics"
- The BOG will keep an eye out for job sites that could be possible tour sites for the duct sealing topic (April 8 meeting)
- Kerry Ward will be in attendance at the next BOG meeting to discuss May's Golf Outing