

**Date of Meeting:** July 19, 2012      **Location:** Heapy Engineering

**Minutes Prepared By:** Evan Nutt and Jake Taylor      **Time:** 8:00 a.m. – 9:30 a.m.

## Attendance

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Member:

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Jeremy Fauber  
Jason Gillespie  
Mike Kennedy  
Denny Lammlein  
Russ Marcks  
Steve Meier  
Evan Nutt  
Jake Taylor

## Decisions Made

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Decisions

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1. Accepted meeting minutes from June 21 meeting
2. Moved BOG meeting to the 3<sup>rd</sup> Wednesday of the month

## Action Items

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Action	Assigned to	Due date
1. Schedule monthly lunch/dinner events with Engineer's Club	Evan Nutt	ASAP
2. Reimburse CRC registration for officers and chairs, as well as \$100 per vehicle driven to the event	Jake Taylor	After CRC Event
3. Reimburse Evan and Jake \$100 for YEA Leadership Weekend registration	Jake Taylor	After YEA Weekend
4. Reimburse Russ for Student Branch banners	Jake Taylor	After Purchase
5. Russ to look into Dayton ASHRAE email addresses	Russ Marcks	ASAP

## Minutes

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### **PRESIDENT'S REPORT**

- Approved reimbursement for the CRC event - Registration for officers/chairs and \$100 per vehicle
- Approved reimbursement for the YEA Leadership Weekend - \$100 to Evan and Jake
- Jason to send out officer/chair duties to associated members

### **TREASURER REPORT**

- Current balance stands at \$20,415.00 (this balance does not include the deduction for Research from the golf outing)
- Jake to meet with Kyle to make necessary transfers to checking account, PO Box, etc.
- Jake is to open a Chase Savings Account for the Dayton ASHRAE Chapter Scholarship Fund
- Complete taxes by October 15
- Jake to get with Tom Ferdelman with regards to auditing last year's budget

### **SECRETARIAL REPORT**

- Assist Jake in continuing work on roster including matching bylaws to ASHRAE
- Contact Engineer's Club to schedule monthly lunch/dinner events

### **SCHOLARSHIP COMMITTEE**

- Lorraine would like to motion the addition of \$1,000 to the scholarship fund

### **RESEARCH PROMOTION**

- Denny was pleased to report that the Dayton Chapter received High Five status for Research Promotion with a total of \$13,244.65 donated (one of the best years to date)
- The ASHRAE Society as a whole contributed \$2.2 million to Research Promotion

### **STUDENT ACTIVITIES**

- Russ to purchase one 24" x 36" Student Chapter banner for both UD and Dayton Area branches

### **MEMBERSHIP PROMOTION**

- James is continuing to look for committee members to focus on obtaining new members, contacting delinquent members, and getting current members to the meetings

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

- Russ is looking into Dayton ASHRAE email addresses
- Start looking into PAOE points for current year
- Current lunch/dinner events as follows:
  - September 10: YEA Meeting (Lunch) – Airside Distribution/Back to Basics
  - October 8: Membership Promotion (Dinner) – BEQ Presentation/Credential Maintenance
  - November 12: Research Promotion/Student Night (Dinner) – Panel Discussion
  - December 10: Main Program (Lunch) – LEED Specific Controls Strategies
  - January: Holiday Social Event
  - February: AIA Lunch
  - March: YEA/Student Night – Engineering Ethics and Tech Session
  - April: Tour – Duct Sealing
  - May: Golf Outing