

**DAYTON ASHRAE**  
**BOG MEETING MINUTES**  
**October 25, 2007**

**Officers in Attendance:**

Greg Cohron	President
Tom Ferdelman	Past President, Historian
Lorraine Kapka	President Elect, Newsletter Editor
Jeremy Fauber	Treasurer, E-mail
Joe Ferdelman	Membership
Frank Mauro	Past President
Bart Grunewald	CTTC
Colleen Haun	Secretary (Acting)

**Guests in Attendance:**

Derek Fryfogle	Sales Engineer-Johnson Controls
Russ Rhodus	Territory Manager-Johnson Supply

**Officers Absent:**

Denny Lammlein	Research Promotion
Russ Marcks	Student Activities, Home Page Editor

Greg Cohron started the meeting with a big “thank you” to all of those who handled the October meeting in Greg’s absence.

The minutes for September were approved.

All Officers who are responsible for updating the PAOE website for the chapter should do so now since the deadline is Nov 1<sup>st</sup>.

April will not be a tour now but a presentation yet to be determined

Next BOG meeting will be November 29<sup>th</sup> at Heapy 8 am.

**Frank Mauro**

- Frank reviewed the November 12<sup>th</sup> ASHRAE meeting. He feels everything is in place for the meeting. He needs the podium set up in the center and a table on each side so that there will be two panel members at each table. The projector will be set up in the front of the room with our website displayed. (Russ will take care of this). Lorraine will need for the newsletter a bio for Frank Mauro and for each panel member.

- Frank said that the IFMA President will review our Dayton ASHRAE newsletter monthly and decide whether it is worthwhile to forward to his members.
- Frank is going to meet with Jim Montgomery and Richard Maddux concerning the December Codes presentation and make sure they both understand what is expected of them and help put the presentation together. Frank will keep the board informed.

#### **President-Greg Cohron**

- Greg is getting another flashdrive for Jeremy.

#### **Tom Ferdelman**

- Tom requested that the Past Presidents dinner be moved from the December lunch to the March dinner. Tom will take contacting the past presidents and inviting them to the March dinner in their honor.
- Tom reminded Greg that there are still about 25 members that do not receive email and must be mailed the documents. Tom has been taking care of this.
- Tom is continuing to take care of the banners and name tags.

#### **Denny Lammlein**

- It was mentioned that we might look in to seeing if we can get a representative from ASHRAE headquarters or Region V Vice Chairman for Research Promotion to attend the benefactor's breakfast if we can get a crowd of approximately 12 or more.
- Full circle is complete. All officers have made the \$100.00 donation.

#### **Russell Marcks**

- Russ will be projecting the website at the front of the room during the next meeting in Nov at the Engineer's Club. He will give a little talk during the dessert.
- BOG minutes will be posted on the website, however, not the agenda. In addition, no treasury attachments will be posted.
- PAOE points for education must be in prior to Nov 1<sup>st</sup>. Lorraine wants to remind Russ that October was a student night and they had the October 18<sup>th</sup> student chapter meeting

### **Lorraine Kapka**

- Lorraine needs all info for the newsletter to her by Friday, October 26<sup>th</sup>. Tom may not have all his info since he has not heard back from several individuals regarding history.
- Lorraine should hear within the next 2 weeks from the Sinclair culinary school concerning our request for the Christmas party in January '08. Lorraine has also requested that the President of the college give a brief talk at the dinner if it all works out.
- Lorraine discussed with the group that she has two dates (May 4<sup>th</sup> at 2 pm or May 18<sup>th</sup> at 2pm) available for the chapter to be seated in the Dragon's liar area. Depending on the quantity purchased the price will be either \$10 or \$11 a ticket. It was decided that Jeremy would send out an email and address the interest level with the members prior to us purchasing any tickets.
- The fact that life members must fill out the form and send it in or they will lose their life membership. This should be in the newsletter.
- New members will be welcomed in our newsletter in the future.
- Lorraine will list in the newsletter the names of those who receive Donor Recognition Certificates at the November meeting

### **Jeremy Fauber**

- Jeremy reviewed the cash flow report, account balances report, current invoices and the reconciliation report. It was discovered that there is an incorrect invoice amount from the Engineer's Club.
- It was discussed that Jeremy will contact Doug Davidson in regards to the AEE sending out Dayton ASHRAE's newsletter to their members.
- Jeremy was given the October split-the-pot money (approx \$85) for deposit into the checking account. Jeremy will then write a check to ASHRAE research and give to Denny.
- Mike Kirchens is still on the bank account. Jeremy and Greg Cohron are going to Chase bank after the BOG meeting to add Greg to the account.
- Jeremy and Tom both agree that Nov 2008 we must fill out the form 990 for the chapter accounting.

### **Colleen Haun**

- Colleen will call Engineer's club and confirm proper table/podium set up for the November meeting, confirm drink refills in future, order November menu, review problem with October invoice and change billing address.
- Colleen will have a new check issued to Dayton ASHRAE to cover the lost \$85.00 dues check.
- Colleen will take care of a separate table for Past Presidents (March dinner)

## **Joe Ferdelman**

- Denny Lammlein's benefactor letter was discussed. The board decided that the letter will be addressed to the leaders of a company (those that have the say whether money donations can be made or not made) and additionally addressed so that everyone who receives it will be able to view who else has received it. Joe Ferdelman is going to modify the letter and send to the BOG members for their input. At this breakfast, the sponsor board kick-off will be announced as well. Those companies that make donations will be on the sponsor board.
- Joe is working on a welcome letter to new members.

Programs for the year are as follows:

November 12, 2007	Dinner Student night and research promotion night-Control System Integration
December 10, 2007	Lunch-What's up with Codes?
January	Holiday Party, date TBD
February 18, 2008	Refrigeration Night, tour, Dayton Bombers Game
March 10, 2008	Dinner Tom Werkema Distinguished Lecturer for ASHRAE and Past President Dinner
April 9, 2008	Presentation (TBD)
May or June 2008	Spring Golf Outing-Will Mark Neiheisel organize?