

**DAYTON ASHRAE
BOG MEETING MINUTES
November 12, 2009**

In Attendance:

Jeremy Fauber	President, E-mail
Tom Ferdelman	Historian
Jason Gillespie	Student Member, Assisting Secretary
Gordon Schweitzer	Membership
Frank Mauro	BOG Member
Rick Pavlak	Vice President
Steven Meier	Treasurer
Mike Kirchens	CTTC
Denny Lammlein	Research Promotion
Greg Cohron	Former President
Russ Pitcock	Attending

Absent:

Lorraine Kapka	Past President, Newsletter Editor
Russell Marcks	Student Activities, Website
Bruce Knapp	Past President

GENERAL NEWS

- JF: For chapter operations we have achieved the par for PAOE for the year already.
 - GS: So far we are a little over 300, still pending some more.
- JF: Golf outing
 - Last year we started advertising in December, so we need to get some sort of flyer together and get it out.
- JF: Who has the signup sheet for the PDHs? JF needs it so he can mail them out.
 - Discussion on marketing more toward getting engineers their PDHs.
 - RP: Perhaps a legal/ethics speaker?
- JF: We should do a list of ten or fifteen topics members would like to see at meetings and have them vote on what they'd actually like to see. Perhaps at the meeting that Dick Pearson speaks at.

TREASURER'S REPORT

- \$6,900 in so far.
- Four checks not in for the minishow.
 - ElitAire, Inc.
 - Trocks USA
 - Point to Point
 - Spears

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- \$1,330 came in for dues.
- The check to Garret has been stopped and they will be sending us a new one.
- The current balance is unknown at this time due to issues with the bank's website access.
- Expected Expenses for this month
 - The meeting
 - Golf Outing

SCHOLARSHIP COMMITTEE

- The vote from this month's meeting was counted and the motion has passed, 17 of 27 for, 0 against, 10 uncounted...
- FM: Frank Mauro, Russ Marcks, and Lorraine Kapka are the only members so far.
- FM: Looking for ward:
 - Put together an outline
 - Chapter input
 - Figure out how this scholarship will be funded and promoted in the future.
 - Get together with Russ and Lorraine
 - Find additional people.
 - MK: suggested **Dan Cafe (sp?)** – Wright State Univ. Facilities
 - GC: Ideally we probably should have someone for WSU and UD as well, that would be logical.
 - How many members would be optimal? Five, for the 3:2 vote?
- JF: Is there a timeframe for the committee guidelines?
 - FM: No
 - JF: Would like to have it set up by June 30th and approved by the board, so we could be issuing our first scholarship next year.

RESEARCH AND PROMOTION

- DL: Thanks LK, JF, & RM for assisting him with research and promotion while he was out.
- So far we are ahead of last year by one donor, but down by about \$500. So we are on pace.
 - Will start getting a hold of the businesses to get donations from them.

CTTC

- We have the presentation from Tom Werkema, so that it can be posted on the website. (To be given to RM)
- We also have the bill from Tom's bill for his hotel stay and dinner, which is to be given to the Treasurer.
- MK: Outstanding Meetings
 - March: Jobsite visit for a Taco Loadmatch style system.
 - April: Dick Pearson to speak about Energy Management.

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- Make sure jobsite will be ready on time; we may have to switch them accordingly.
- JF: LK has suggested that we issue ticket for the formal dinner in January. Do we want to do that?
 - Discussion on our options to get people that reserve spots to commit to showing up.
 - Deposits, donations, mandatory donation to be made if you no-show, “Save the date” magnets, e-vite
 - MK: Last year there were a large percentage of no-shows. (~30%)
- JF: Minishow net revenue is \$3,187 and there is still another \$1200 still coming in.
 - FM: Was it worth it overall?
 - Frank had heard that it was a lot of vendors selling to vendors.
 - When the workshops were going on, no one was at the booths.
 - RP: It was a good networking event.
 - Good venue.
 - MK/GC: Overall a good value compared to many other methods of seeing people for vendors. (Booth prices were reasonable.)
 - Ways to improve in the future?
 - Perhaps we could coordinate the food and the vendors so that people have to go through the vendors to get to the vendors.
 - Maybe an event “passport” that people would have to get punched by the vendors to be eligible for a door prize. Find a way for vendors to get more face-time.
 - Cincinnati ASHRAE was impressed with what we did.
 - GC: Perhaps we can coordinate with Cincinnati to alternate minishows?

SECRETARY POSITION

- JF: JG has been our acting secretary for the last few months.
 - He is now eligible to fill the position, is he interested, and does he understand the commitment?
 - JG: Is willing to be secretary?
 - JF: Nominates Jason Gillespie to take the secretary position for the remainder of the year.
 - Vote taken: passed unanimously.
 - \$100 for the Full circle is optional at this point.
- RP: Is going to contact LK to advertise in the newsletter about finding a secretary for next year.

MEMBERSHIP PROMOTION

- JF: We need a maintained local members list, and attendance list.

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- We can get some information from ASHRAE, but not everyone is included on that automatically. (Life members, local members that don't maintain national membership.)
- This would help us issue a roster again this year.
- The local dues signup sheet includes information regarding people willing to help in the chapter.
 - We NEED to find someone to assist Steve Fraley with the golf outing that will then replace him.
 - This probably should not be a salesman... not enough... leverage.
- GS: The last meeting was membership promotion night, GS did not attend, but JF filled in for him.
 - Kyle Schroeder was the only real prospective member, and he committed to join.
 - We need to follow up with him.
- GS: Repassed the list of former members for us to contact.
- Do we have any YEA meetings coming up?
 - We can have up to two, so we still have 50 PAOE points floating out there if we have another one.
 - GS: Who gets the points for the UD student chapter?
 - JF: Student Activities, but they'll have to verify that.
- JF: When we bring in Dick Pearson we should make that a membership promotion event and do a better job of promoting it.

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