

Date of Meeting: November 28, 2012

Location: Heapy Engineering

Minutes Prepared By: Evan Nutt

Time: 8:00 a.m. – 9:30 a.m.

Attendance

Tom Ferdelman

Steve Meier

Jason Gillespie

Evan Nutt

Lorraine Kapka

Rick Pavlak

Kyle Kurtz

Jake Taylor

Dennis Lammlein

Decisions Made

1. Approved meeting minutes from the October 17 meeting
2. Dayton ASHRAE Chapter Holiday Party will be held at the Dayton Racquet Club on Jan. 19
3. Steve Coppock was nominated to be the Membership Promotion Chair
4. Kerry Ward will again manage the golf outing event with a new location

Action Items

	Assigned to	Due date
1. Send the Dayton Racquet Club our deposit for the Holiday Party on Jan. 19	Jake Taylor	ASAP
2. Send the roster to Jeremy for distribution	Jake Taylor	ASAP
3. Ask around for involvement with ASHRAE's bEQ	Rick Pavlak	ASAP
4. Keep an eye out for duct sealing projects	Rick Pavlak	ASAP
5. Send scholarship information to WSU and UD students	Lorraine Kapka	ASAP

Minutes

PRESIDENT'S REPORT

- Thank you Tom for the donuts
- Approved meeting minutes from October 17 meeting
- Jason mentioned that the Holiday Party on January 19 could be at the Dayton Art Institute or the Dayton Racquet Club. The BOG passed the motion to have the party at the Dayton Racquet Club and to have a plated dinner for \$42 per person (plus gratuity).

TREASURER REPORT

- Current balance stands at \$13,981.09 (Does not include approximately \$1,000 that has not been deposited yet)
- The balance of the Scholarship Savings Account stands at \$1,715.04 (After transfer from main savings to the scholarship account, the balance will be \$2,587.98)
- Jake is going to make a spreadsheet of all members and show the status of their membership dues

SECRETARIAL REPORT

- Jake will send the roster to Jeremy for final distribution
- Evan will let Russ know we would like to see something on the website regarding the roster being available

SCHOLARSHIP COMMITTEE

- Lorraine has sent scholarship information out to the Sinclair students
- Lorraine will send information out to the WSU and UD students

RESEARCH PROMOTION

- A total of \$900 was received from the Research Promotion event
- The Research Promotion balance currently stands at \$6,226.76
- We look to receive a donation of approximately \$5,000.00 from Emerson in the Spring
- Our goal for Research Promotion this year is \$12,500.00

STUDENT ACTIVITIES

- We have no current update from the Student Activities committee

MEMBERSHIP PROMOTION

- James McCabe has stepped down from the Membership Promotion Chair
- Jason nominated Steve Coppock as the new chair; the motion was seconded and passed by the BOG
- Steve will look to Bruce Knapp for information regarding the role

PRESIDENT ELECT

- Kyle is currently looking for some people to get involved with next year's Dayton ASHRAE Chapter agenda
- Kyle brought up our possible involvement with ASHRAE's bEQ goals; Rick Pavlak will look into it

CTTC (Chapter Technology Transfer Committee)

- The December meeting is good to go with Jack Connell from Honeywell speaking about the effects of the current energy topics on the controls industry
- The BOG will keep an eye out for job sites that could be possible tour sites for the duct sealing topic next year
- Kerry Ward will again manage the golf outing event with a new location