Date of Meeting: May 22, 2013
Location: Heapy Engineering
Minutes Prepared By: Evan Nutt
Time: 12:00 p.m. – 2:00 p.m.

Attendance
Jeremy Fauber
Tom Ferdelman
Jason Gillespie
Larraine Kapka
Mike Kennedy
Kyle Kurtz
Steve Meier
Evan Nutt
Rick Pavlak
Jake Taylor

Decisions Made
1. Approved meeting minutes from the April 17 meeting
2. PAOE point assignments were completed during this meeting
3. June’s BOG meeting will include a budget review

Action Items

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Assigned to</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Transfer associated funds from Golf Outing to Research Promotion and the Scholarship Account</td>
<td>Jake Taylor</td>
<td>ASAP</td>
</tr>
<tr>
<td>2. Reimburse Kerry Ward for Golf Outing</td>
<td>Jake Taylor</td>
<td>ASAP</td>
</tr>
<tr>
<td>3. Send Russ meeting minutes to put on website</td>
<td>Evan Nutt</td>
<td>ASAP</td>
</tr>
<tr>
<td>4. Complete CIQ</td>
<td>Kyle Kurtz</td>
<td>June 1</td>
</tr>
<tr>
<td>5. Poll chapter members for best meeting date/time</td>
<td>Jeremy Fauber</td>
<td>ASAP</td>
</tr>
</tbody>
</table>
Minutes

PRESIDENT'S REPORT
- Thank you Jason for the pizza
- Approved meeting minutes from the April 17 meeting
- Jason made a pole that will ask for each chapter member's preferred week, day of the week, and time for our monthly meetings (Jeremy will be sending this out to all members)
- PAOE point assignments were completed during this meeting
- June's BOG meeting will include a budget review

TREASURER REPORT
- The chapter's current balance stands at $15,643.26 (this includes almost all of the Golf Outing funds, which will eventually be distributed to Research Promotion and the Scholarship Account)
- The chapter's current scholarship balance stands at $3,288.46 (does not include funds from Golf Outing)
- Jake will be transferring 90% of the Golf Outing's earnings to Research Promotion and 10% of the earnings to the Scholarship Account

SECRETARIAL REPORT
- The chapter has no current update from the Secretary

SCHOLARSHIP COMMITTEE
- The chapter has no current update from the Scholarship Committee

RESEARCH PROMOTION
- The chapter has no current update from Research Promotion

STUDENT ACTIVITIES
- The chapter has no current update from Student Activities

MEMBERSHIP PROMOTION
- The chapter has no current update from Membership Promotion

PRESIDENT ELECT
- Kyle shared that his President Elect training in Ft. Wayne, IN was valuable
- Kyle needs to complete the CIQ by June 1
- Kyle plans on sharing guest speakers with the Cincinnati chapter and possible the Columbus chapter

CTTC (Chapter Technology Transfer Committee)
- Golf Outing Notes/Feedback/Results:
  - Total golfers was 67 (down from 80 in 2012)
  - Hole sponsors were 11 (down from 20 in 2012)
  - Secured $500 beverage sponsor (Applied Mechanical Systems)
  - Secured $1,000 dinner sponsor (Mitsubishi Heating and Cooling)
  - Net income $4,743.97 (up over 2012 by about $100)
  - Kerry to be reimbursed $4,586.03
  - Overall, the outing was successful
  - Steve Elrich and Nick Lamb have agreed to help Kerry next year