

**Date of Meeting:** November 16, 2016      **Location:** Heapy Engineering  
**Minutes Prepared By:** Sumeta Sachdeva      **Time:** 8:00 AM – 9:15 AM

**Attendance**

Nathan Lammers	Rob Mauro
Evan Nutt	Frank Mauro
Bryan Schenck	Rick Pavlak
Sumeta Sachdeva	Jeremy Fauber
Tom Mastbaum	Steve Meier
Mike Wiseman	

**Decisions Made**

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1. Meeting Minutes for the October 19, 2016 BOG meeting were approved
  - Jeremy Fauber motioned, Rob Mauro second, All Approved.
2. Apply for Chapter Opportunity Fund to use for website upgrades
  - Jeremy Fauber motioned, Rob Mauro second, All Approved.

**Action Items**

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	Assigned To:	Due Date:
1. Determine Website Charge per One Update	Nathan Lammers and Mike Kennedy	Next BOG Meeting
2. Apply for Chapter Opportunity Fund	Nathan Lammers and Evan Nutt	November 30 <sup>th</sup> , 2016

**Minutes**

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**PRESIDENT’S REPORT**

- Thank you Nathan for the donuts
- The past meeting was a well-attended meeting!
- Nathan attended the UD ASHRAE meeting
- Saturday, January 7<sup>th</sup> will be ASHRAE Holiday Dinner
- Website Update
  - \$1,550 to migrate current website to WordPress
  - There is a separate charge per update to the website. Nathan will work with Mike to determine what this charge will be.
  - In the time being, Nathan will work with Mike to get the scholarships on the website
- Chapter Opportunity Fund
  - Society gave all regions funds to disperse to chapters; Will likely be \$800 per chapter
  - Ideas:
    - Joint AIA meeting
    - Sponsor an award for STEM cell science fair
    - Use money to update website

**PRESIDENT ELECT**

- EliteAir wants to nominate someone to the ASHRAE BOG

**TREASURER**

- Taxes are done, we paid \$50 as a fee to the state. If a certain amount of money goes through the account then we need to pay the fee.
- Checking - \$16,549.00
- Saving - \$4,585.06

**The Chapter may not act for the Society**

#### **SECRETARIAL REPORT**

- Nothing to report

#### **RESEARCH PROMOTION**

- We received a \$1000 donation from the Dayton Foundation that will be going to ASHRAE
- We will be at 50% of our goal this calendar year
- Would like to have a few minutes before each appropriate meeting to share information on RP

#### **MEMBERSHIP PROMOTION**

- 3 new members in October
- 3 new student members in October
- 10 members canceled this past year
- Look to create a system for ASHRAE Society life members to renew the with our local membership
- Provide a sign-in table at future meetings to track attendance and attendee memberships.

#### **STUDENT ACTIVITIES**

- We need to actively encourage students to apply for scholarships

#### **YEA / GRASSROOTS REPORT**

- Festivus Party – December 10<sup>th</sup>
  - Dayton Beer Company
  - Happy Hour
  - Ugly Sweater Competition
  - Evan to make a 'Facebook Event'
- Habitat-for-Humanity Project after the first of the year

#### **CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)**

- February – Joint AIA
- March – MP Meeting
- April – Joint DRG
- May – RP Meeting
- June – Golf Outing

#### **HISTORY REPORT**

- Nothing to report

#### **OTHER**

- Frank – Look to lock in a date annually with the Italian Club