**BOG – Meeting Minutes**

**Date of Meeting:** August 19, 2015  
**Location:** Heapy Engineering  
**Minutes Prepared By:** Sumeta Sachdeva  
**Time:** 8 AM – 9:15 AM

### Attendance

- Evan Nutt  
- Tom Ferdelman  
- Nathan Lammers  
- Lorraine Kapka  
- Rob Mauro  
- Frank Mauro  
- Jeremy Fauber  
- Sumeta Sachdeva  
- Michael Kennedy  
- Rick Pavlak  
- Bryan Schenck  
- Steven Meier  
- Tom Mastbaum

### Decisions Made

1. Meeting Minutes for the July 15, 2015 BOG meeting were approved  
   - Michael Kennedy motioned, Evan Nutt second, All Approved.  
2. Purchase gift for Denny and his wife for $50  
   - Michael Kennedy motioned, Evan Nutt second, All Approved.  
3. Allocation of $200/year for YEA events to help encourage attendance  
   - Michael Kennedy motioned, Lorraine Kapka second, All Approved

### Action Items

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Assigned to</th>
<th>Due date</th>
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<tbody>
<tr>
<td>1. Purchase gift for Denny</td>
<td>Tom Mastbeam</td>
<td>Before October Meeting</td>
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<tr>
<td>2. Place scholarship online for University of Dayton students</td>
<td>Loraine Kapka &amp; Michael Kennedy</td>
<td>Before Next BOG</td>
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<tr>
<td>3. Create new Budget for 2015-2016 year</td>
<td>Rob Mauro</td>
<td>Before Next BOG</td>
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**The Chapter may not act for the Society**
Minutes

PRESIDENT’S REPORT
- CRC to create manual of what is expected for new BOG meetings, full disclosure of what goes on in meetings for Secretary (role for President Elect)
- Next year a lot of people are expected at CRC and would like more people as well
- CRC is on track for Dayton to host ASHRAE CRC, July 28 – 30, 2016.

PRESIDENT ELECT
- Treasurer is officially set to Rob Mauro
- What to do for recognition for Denny
  o Glass award with name inscribed on it
  o Donation to Habitat in his name
  o Gift certificate for him and his wife ($50)

TREASURER
- Status of current checking and savings accounts: (C) $23,319.42 & (S) $2,328.65
- Treasurer will need to move 10% to savings from checking from the amount raised at the golf outing ($476.95) and $3,900.00 to ASHRAE RP
- Tom Ferdelman has completed the internal audit
- Additional items include:
  o A direct deposit can be set up to the chapter’s account
  o Taxes can be done online and should be done before November
- For those individuals who attended the CRC this year, they will receive a reimbursement of $100 for travel and their full registration fee.

SECRETARIAL REPORT
- Review of action items from last meeting

SCHOLARSHIP COMMITTEE
- The application for scholarships is ready to be placed online for University of Dayton students.

RESEARCH PROMOTION
- Our next goal is for $13,250.00, the chapter already has $5,000
- In 2015, our research promotion was ~$16,500.00
- The next October meeting will be an award for Denny

MEMBERSHIP PROMOTION
- Jeremy Fauber will attend the Membership Promotion training

STUDENT ACTIVITIES
- Nothing to Report.

YEA / Grassroots Report
- More happy hours in the future
- Grassroots: Looking for someone for this position

CTTC (Chapter Technology Transfer Committee)
- Bocce Ball Tournament on 9/19/15 at 9:00am

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