

Date of Meeting: October, 21, 2015 **Location:** Heapy Engineering
Minutes Prepared By: Sumeta Sachdeva **Time:** 8:00 AM – 9:15 AM

Attendance

Bryan Schenck	Nathan Lammers
Jeremy Fauber	Lorraine Kapka
Steve Meier	Sahil Popli
Rick Pavlak	Frank Mauro
Mike Kennedy	Evan Nutt

Decisions Made

1. Meeting Minutes for the September 16, 2015 BOG meeting were approved
 - Mike Kennedy motioned, Jeremy Fauber second, All Approved.
2. Approval of budget with changes listed under the “treasurer” second
 - Jeremy Fauber motioned, Lorraine Kapka second, All Approved
3. Approval to begin a checking account for CFC (Rob Mauro, Evan Nutt, & Mike Kennedy on the account)
 - Nathan Lammers motioned, Jeremy Fauber second, All Approved
 - Robert Mauro is approved as the acting secretary of this account and is authorized by the Dayton ASHRAE Chapter to open the account.

Action Items

	Assigned To:	Due Date:
1. Revise 2015-2016 Budget based on revisions	Rob Mauro	Before November Meeting
2. Contact the bank to determine how to go about opening a CRC checking account	Rob Mauro	Before November Meeting
3. Decide sponsorship levels outlines for the CRC	CRC Committee	Before November Meeting

Minutes

PRESIDENT’S REPORT

- The website will be wrapped up in 90 days and will be pushing through scholarships to the website
- Lorraine will get the scholarship application on the old website for students to apply
- Thank you Mike for the donuts

PRESIDENT ELECT

- Will work on updating name tags for the next meeting

TREASURER

- Rob has shared an updated budget
- Scholarship budget in the draft budget needs to be adjusted to account for \$2,000.00 total (or adding \$1,000.00 (create a separate budget)
- Increase holiday budget to \$3,500.00
- Research contribution budget is too high

SECRETARIAL REPORT

- Review of meeting minutes

The Chapter may not act for the Society

SCHOLARSHIP REPORT

- Will start sending out applications for scholarships; Mike Kennedy will send application to University of Dayton

STUDENT ACTIVITIES

- Nothing to update

RESEARCH PROMOTION

- Nothing to update

MEMBERSHIP PROMOTION

- Membership Promotion report for the first quarter. We have three new and three cancelled members. Six members transferred in and none transferred out.
- Frank expressed the idea to have someone that reaches out to local business to help build membership.
- Ideas for board members to invite and drive membership.
 - Focus: each board member to invite one person.

YEA / GRASSROOTS REPORT

- Looking to plan a December joint Dayton AIA event for the holidays. Light, social event at local brewery.

HISTORY REPORT

- Nothing to update.

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)/ CRC REPORT

- Potentially bring in a speaker to talk about the history of engineering in the Dayton area at the December lunch meeting. 30 minutes beginning at 11:00am.
- October Meeting Recap: 42 attended
 - Thanks to Jeremy and Tom for their presentations.
- Program Schedule for 2015-2016
 - November 9th – Student Night (Dinner)
 - Distinguished Lecturer Scheduled
 - Tech Session: President of ESD (Evan to send information to Bryan)
 - Topic: Intelligent Buildings
 - December 14th – Lunch Meeting
 - January 8th (Friday) – Holiday Party (Racquet Club?)
 - February 8th – Joint Dayton AIA Breakfast
 - Potentially have the meeting at Aileron instead of the Engineers Club
 - March 14th – Membership Promotion (Dinner)
 - April 11th – Tour (Emerson Building or Goodwill Ambassador) and Student Night (Dinner)
 - May 9th – YEA Lunch, someone from society is coming to present
 - June – Golf Outing
- ASHRAE CRC 2016 is July 28-30 (Crown Plaza)
 - Potential Sponsorship Levels

The Chapter may not act for the Society

- Committee to meet and approve these at a later date.
 - Platinum - \$3,000.00
 - Gold - \$2,000.00
 - Silver - \$1,000.00
 - Bronze - \$500.00
 - Friend of ASHRAE - \$100.00

Other

- Bocce Ball
 - Profit from the event was \$622.82.
 - Frank to provide thank you article addressing the winners and sponsors to include in the newsletter.
 - Thank those involved at the October meeting and remind them of the event next year.
 - Check information in regards to the liquor license.
 - Advertise more and better next year.
 - Feedback was that it was difficult to attend the event on a Saturday.
 - Next year:
 - Potentially at 3:00pm on a Friday after Festa.
 - Work-around bocce leagues (May-August).