

Date of Meeting: December 18, 2019 **Location:** Heapy Engineering
Minutes Prepared By: Matt Dill **Time:** 8:00 AM – 9:00 AM

Attendance

Mike Weisman
Evan Nutt
Tom Mastbaum
Brian Turner
Bryan Schenck
Lorraine Kapka
Nathan Launer

Rick Pavlak
Frank Mauro
Paul Hawkins
Matt Dill
Jennifer Eller
Jeremy Fauber
Phillip Reid

Decisions Made

- Jeremy motions to approve November meeting minutes, Bryan seconds, approved.

Action Items

	Assigned To:	Due Date:
1. Chapter opportunity fund update – Russ has reviewed and given notes on the write-up. Russ to finalize and submit.	Rick/Russ	Ongoing
2. Brian Turner will work with Evan Nutt to start sending out a monthly PAOE list to help better keep track of points throughout the year	Evan/Brian	Ongoing
3. Jeremy is sending out an event flyer for the Holiday party and Golf Outing	Jeremy	January

Minutes

PRESIDENT'S REPORT

- Need volunteers for the ASHRAE Golf Outing
- Good turnout from MCA with 7 members at the joint meeting in November
- HARDI Joint Meeting is scheduled for February
- Sending email to membership regarding Golf Outing Volunteers
- Golf outing is setup as ticket registration through Eventbrite

PRESIDENT ELECT

- Finalizing details for the holiday party
- Finalizing PAOE spreadsheets

TREASURER

- Checking: \$17,952.37; Fundraising: \$17,290.48; Savings: \$4,211.63
- Donation of \$4000 to Research Promotion

SECRETARIAL REPORT

- Nothing to report

RESEARCH PROMOTION

- RP balance is \$2,880 on a goal of \$19,680 for total PAOE points.
- Will be at \$6,880 (35%) by December 31st
- Achieved Full Circle

MEMBERSHIP PROMOTION

- 5 canceled membership
- 5 new members
- 5 students added, 13 canceled students

SCHOLARSHIP REPORT

- 1 applicant
- Applications are due January 31, 2020

STUDENT ACTIVITIES

- Nothing to report

YEA / GRASSROOTS REPORT

- Nothing to report

GOVERNMENT AFFAIRS

- Nothing to report

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)

- Joint meeting with Dublin, Ireland Chapter possibly in March
- February meeting – Lunch at The Helix. Joint meeting with the HARDI group. \$20 non-member to attend.
- February meeting – Membership promotion

HISTORY REPORT

- Nothing to report

OTHER

- Thank you to Tom Mastbaum for providing donuts.