Date of Meeting: May 20, 2020  
Location: Virtual  
Minutes Prepared By: Matt Dill  
Time: 8:00 AM – 9:00 AM

Attendance
Mike Weisman  
Tom Mastbaum  
Jennifer Eller  
Brian Turner  
Larraine Kapka  
Nathan Launer  
 
Rick Pavlak  
Matt Dill  
Trent Hayden  
Evan Nutt  
Jeremy Fauber  
Bryan Schenck

Decisions Made
- Rick motions to approve April meeting minutes, Larraine seconds, approved.  
- Mike motions for the treasurer to get confirmation from the President and/or President Elect for $100 or more prior to making checks. Bryan seconds, approved.  
- Mike motions for a check of up to $2,559 donation from the local chapter to RP before June 30th, Jeremy seconds, approved.

Action Items
1. Chapter opportunity fund update – Russ has reviewed and given notes on the write-up. Russ to finalize and submit. Assigned To: Rick/Russ  
Due Date: 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. Assigned To: Evan/Brian  
Due Date: Ongoing

Minutes

PRESIDENT’S REPORT
- ASHRAE society has stated that if you are still getting together, take into account COVID19 compliance  
- Jennifer Eller is going for the Treasurer position next year.  
- Trent Hayden is going for the Secretary position next year.  
- Elections will be completed by survey monkey.  
- CIQ is due by June 25  
- Golf Outing is scheduled for October 2nd at Pipestone  
- PAOE will be taken care of after the next BOG meeting. Everyone needs to get on the ASHRAE site and start entering their information.  
- Jeremy is going to focus more on society level. 2020-2021 will be his last year as a member of the board for the local chapter.

PRESIDENT ELECT
- Nothing to report

TREASURER
- Checking: $9,671.29; Fundraising: $17,290.48; Savings: $4,211.81

The Chapter may not act for the Society
• Check sent to Russell
• Still have not received the $1,000 check from Waibel Energy Systems

SECRETARIAL REPORT
• Nothing to report

RESEARCH PROMOTION
• RP balance is $14,080 (71.5%) on a goal of $19,680 for total PAOE points.
• Outstanding donations of $3,041 leaves a deficit of $2,559 by June 30th.
• Achieved Full Circle

MEMBERSHIP PROMOTION
• 16 canceled membership
• 9 new members
• 15 students added, 15 canceled students

SCHOLARSHIP REPORT
• Scholarship checks to be sent out in May.

STUDENT ACTIVITIES
• Nothing to report

YEA / GRASSROOTS REPORT
• Nothing to report

GOVERNMENT AFFAIRS
• Nothing to report

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)
• Working on presenters for next year.

HISTORY REPORT
• Nothing to report

OTHER

The Chapter may not act for the Society