BOG – Meeting Minutes

Date of Meeting: November 18, 2020
Location: Virtual

Minutes Prepared By: Trent Hayden
Time: 8:00 AM – 9:00 AM

Attendance

Brian Turner
Larraine Kapka
Jeremy Fauber
Matt Dill
Trent Hayden
Mike Saunders
Tom Mastbaum
Bryan Schenck
Evan Nutt
Phillip Reid

Decisions Made

• Brian T. motions to approve October meeting minutes, approved.

Action Items

<table>
<thead>
<tr>
<th>Action Items</th>
<th>Assigned To</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Survey Monkey – Possible lunch incentive beginning January</td>
<td>Bryan S./All</td>
<td>Ongoing</td>
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<tr>
<td>2. Collecting and digitally formatting history</td>
<td>Bryan S.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3. Cut $3,200 check for ASHRAE research to reach 30%</td>
<td>Jennifer</td>
<td>December</td>
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Minutes

PRESIDENT'S REPORT

• October Meeting Minutes approved.
• Virtual Meeting – In discussions with Doug Zentz, society has not been taking a formal stance on in-person meetings possibilities. Some known chapters are leaning back toward in-person meetings.
• Engineer’s Club – Donation check accepted by Engineer’s Club.
• Newsletter (Employment) – Individual, actively searching employment, requests newsletter advertisement. Should be an active member.
• Keller Scholarship – Everything needed on the Chapter’s end has been completed. UD has still not yet received. Society is still in process of sending scholarship payment.

PRESIDENT ELECT

• Nothing to report

TREASURER

• Checking: $13,614.91; Fundraising: $25,480.38; Scholarship: $5,212.04

SECRETARIAL REPORT

• Nothing to report

RESEARCH PROMOTION

• Full Circle – Complete
• Tom working on funding with Mike S.
• $3,200 donation check needs cut for ASHRAE Research to reach 30%.
  o Motion for $3,200 donation made & approved.

The Chapter may not act for the Society
MEMBERSHIP PROMOTION

- (6) New members
- (7) Cancelled members
- (2) New student
- (11) Cancelled students
- (+1) New members for the year

SCHOLARSHIP REPORT

- Newsletter – Information covering scholarship has been prepared for upcoming Newsletter.
  - Information passed onto Jennifer.
- Will be sending scholarship applicant information to professors at Sinclair & UD.

STUDENT ACTIVITIES

- Nothing to report

YEA / GRASSROOTS REPORT

- Nothing to report

GOVERNMENT AFFAIRS

- Nothing to report

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)

- December will not be a joint month – No Theme
  - MCA will forward newsletters to their members

HISTORY REPORT

- Bryan S. working with Jennifer to collect history and format digitally.

OTHER

The Chapter may not act for the Society