BOG – Meeting Minutes

Date of Meeting: April 21, 2021
Location: Virtual

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

Attendance

Brian Turner  Matt Dill  Evan Nutt  Phillip Reid
Larraine Kapka  Trent Hayden  Mike Weisman  Jennifer Eller
Rick Pavlak  Bryan Schenck  Jeremy Fauber

Decisions Made

• Rick motions to approve March meeting minutes as written, Brian seconds, approved
• Brian motions to approve awarding of Scholarships to selected students, Larraine seconds, approved

Action Items

<table>
<thead>
<tr>
<th>Number</th>
<th>Task Description</th>
<th>Assigned To:</th>
<th>Due Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Golf outing marketing flyer for newsletter</td>
<td>Mike</td>
<td>May</td>
</tr>
<tr>
<td>2.</td>
<td>Actively searching for candidates to fill current positions</td>
<td>All</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3.</td>
<td>Email awarded Scholarship recipients</td>
<td>Larraine</td>
<td>May</td>
</tr>
<tr>
<td>4.</td>
<td>Restructuring Scholarship application criteria</td>
<td>Larraine</td>
<td>November</td>
</tr>
<tr>
<td>5.</td>
<td>Sending Jennifer Pay-Pal information</td>
<td>Brian</td>
<td>Ongoing</td>
</tr>
<tr>
<td>6.</td>
<td>Cleaning laptop hard drive and recycle</td>
<td>Jennifer</td>
<td>Ongoing</td>
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<tr>
<td>7.</td>
<td>Check Deposits – Looking into Chase’s policy on ATM card access</td>
<td>Jennifer/Trent</td>
<td>Ongoing</td>
</tr>
<tr>
<td>8.</td>
<td>Share examples of past Presidents’ year-end review</td>
<td>Bryan</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

Minutes

PRESIDENT’S REPORT

• March Meeting Minutes approved
• Open Board Positions – Actively searching for candidates to fill Research Promotion and Membership Promotion positions
• CRC Update – Not taking much position on in person meetings. Chapters are more likely following local guidelines
• Golf Outing – Estimating (20) foursomes
  ▪ Solid Blend – Taking care of lunch, along with providing bloody-marry bar
  ▪ Providing them a foursome
  ▪ Plan to include Solid Blend in marketing sponsorship flyer

PRESIDENT ELECT

• Reaching out to potential ASHRAE participants

TREASURER

• Checking: $22,646.45; Fundraising: $18,191.38; Scholarship: $5,212.25
• Received letter from Darby thanking us for donating
• Completed President Elect training
• Existing Laptop – Cleaning hard drive and recycling laptop
• Check Deposits – Looking into Chase’s policy on ATM card access

SECRETARIAL REPORT

• Nothing to report

The Chapter may not act for the Society
RESEARCH PROMOTION
● Nothing to report

MEMBERSHIP PROMOTION
● (8) new members
● (8) new students
  o No change for March/April
● (12) total between members, associates, & affiliates
● (13) total cancelled students
● Distribution email list is brought over to Dayton ASHRAE Gmail

SCHOLARSHIP REPORT
● Scholarship – Society committee recommends awarding two scholarships
  o Keller Scholarship Recipient – Local MEE student at UD
  o Dayton ASHRAE Scholarship Recipient – South Dakota State Master’s student in Construction Management
  o Asking student recipient which school office should receive funds
  o Restructuring application criteria

STUDENT ACTIVITIES
● Nothing to report

YEA
● Membership – Lost one member for the quarter. Currently at 39 members
● Potentially planning event for members after the golf outing

GOVERNMENT AFFAIRS
● Nothing to report

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE)
● Skipping sporting event this year
● Considering whether to provide recorded presentations to members not attending in person

HISTORY REPORT
● Progressing on digitizing website. Complete through 2006
  o Planning to bring data into better format and have on website
  o Sharing examples of Presidents’ year-end reviews

Refrigeration
● Nothing to report

OTHER
● PAOE – Plan to hold extended meeting in May
● Will figure out distribution of additional money not spent, after golf outing.
  o Circling back in June

The Chapter may not act for the Society