



BOG – Meeting Minutes

Date of Meeting: December 20, 2024

Location: Heapy / Virtual

Minutes Prepared By: Bryan Kinch

Time: 8:00 AM – 9:00 AM

Attendees:

| | | | |
|----------------|-------------|-----------------|-----------------|
| Jennifer Eller | Matt Dill | Haithem Murgham | Jennifer Butsch |
| Lorraine Kapka | Kevin Sturm | Taylor Ford | |
| Brian Turner | Bryan Kinch | Rick Pavlak | |

October, November Meeting Minutes Approved

PRESIDENT REPORT – Kevin Sturm

- Kevin mentioned that Pam Duffy requested a \$100 donation to her endowment, which would go towards the Chapter's RP goal.
 - Lorraine moved to approve, Kevin seconded, motion carried.
- Kevin mentioned that they are still looking to get the Dragons game in April. Brian Turner will get it booked for April 8th. This event is part of the anniversary party for the Chapter. Kevin noted that this and the Carillon event are replacing the annual holiday party.
 - Brian mentioned that the cost will be about \$1,300-\$1,600 total for the room and food. The room will likely hold around 20-25 people.
 - Lorraine moved to approve, Jennifer Eller seconded, motion carried.
 - Kevin and Brian discussed sending out an invite due to the limited tickets. Jennifer noted that she can send the invite.
- Jennifer asked about also adding a smaller additional suite, which would add \$350 to the price (+ the additional food cost for this suite). Brian T. will check to see if they have the additional suite.
 - Lorraine mentioned that the Chapter went to a Dragons game on a Saturday in the past, so a Tuesday night game during the school year, might not have problems with more than 25 attendees.
 - The cancellation policy was discussed, Brian T. noted that he thought the policy was to credit his account rather than a refund.
 - Brian will report back on the availability of the additional suite.

The Chapter may not act for the Society.



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- Kevin suggested that Chapter meetings be moved to Tuesdays during the lunch, which he feels may lead to greater attendance.
 - Brian T. noted that Tuesdays are the same day as the Cincinnati chapter has their meetings, so there would be logistical issues with that.
 - As a result, it was agreed that the Chapter would stick with Mondays at lunch.
- Additionally, Kevin noted that he will take on deleting duplicate instances of the BOG meeting to ensure that everyone has the correct invite.

PRESIDENT ELECT – Mark Mehicic, Not Present

TREASURER REPORT – Taylor Ford

- Interim Treasurer, Jennifer Eller nominated Taylor Ford to assume the role of Treasurer.
- Kevin motioned to approve Taylor’s appointment to Treasurer, Jennifer seconded, motion carried.
- Lorraine motioned to move \$10,000 to Scholarship from Fundraising, Rick seconded, motion carried.

| Account | Amount |
|----------------|--------------------|
| Fundraising | \$29,073.57 |
| Main | \$9,183.04 |
| Scholarship | \$10,181.52 |
| TOTAL | \$48,438.13 |

SECRETARY – Bryan Kinch

- Bryan inquired about the meeting invites for Chapter meeting, as the calendar meeting did not include details. Jennifer noted that she will discuss getting details added to the calendar invite.
- Kevin suggested sending out a reminder email for the Chapter meetings.
 - Jennifer noted that she will look into sending out a reminder email.

PAST PRESIDENT/ MEMBERSHIP PROMOTION REPORT – Jennifer Eller

- Jennifer noted that she would like any information for inclusion in the newsletter and for the next Chapter meeting to be sent ASAP so that she can get included in the **January** newsletter.

RESEARCH PROMOTION – Brian Turner

- Brian discussed moving the date for the golf outing and increasing the costs to align with similar event costs. Discussed the Friday after Memorial Day as a potential new date as a way to improve attendance.

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YEA (Young Engineers in ASHRAE) – Matthew Worsham, Brian Mackey, Not present

GOVERNMENT AFFAIRS - Jennifer Butsch

- Jennifer Butsch mentioned that she is happy to cover refrigeration on the regulatory side and has reached out to folks within Copeland who may be interested in the currently vacant refrigeration chair but has not found any interest so far.
- Jennifer and Kevin discussed providing information for upcoming changes within the refrigerant space, referring to a presentation that might be updated to include any potential changes due to a change in U.S. Administration.

HISTORY REPORT – Bryan Schenck, Not Present

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE) – Sara Sowers, Not present

SCHOLARSHIP & STUDENT ACTIVITIES – Haithem Murgham

- Haithem noted that today is the last day of the semester for Sinclair, and he is having the Centerville HS students visit.
- Brian inquired about when the applications for scholarships need to be turned in and where they are advertised.
 - Kevin mentioned that he believes that the Scholarships are likely in the Newsletter and on the website.
 - Brian noted that he had a potentially interested UD student and can help point him towards the application.
 - Jennifer Butsch also noted that she has been discussing scholarship with UD students as well.

REFRIGERATION – Vacant, No one Assigned

GENERAL

Meeting Adjourned at 9:05AM

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