



BOG – Meeting Minutes

Date of Meeting: November 19, 2025

Location: Virtual

Minutes Prepared By: Bryan Kinch

Time: 8:00 AM – 9:00 AM

Attendees:

Logan Delk	Sara Sowers	Brian Turner	Rick Pavlak
McKenna Amerson	Taylor Darby	Matthew Worsham	Haithem Murgham
Kevin Sturm	Bryan Kinch	Jennifer Eller	

October Meeting Minutes – Approved

PRESIDENT REPORT – Kevin Sturm

- Kevin began by introducing the new Chapter Secretary candidate, Logan Delk.
 - o The Chapter then voted unanimously to approve Logan Delk as the new Chapter Secretary
- Kevin then began to discuss chapter meeting locations and chapter dues.
 - o One possible location that would be inexpensive would be The Loft in the Springboro Dorthy Lane Market. Kevin noted that the meeting space would be \$100 + the Food cost. The space will fit 35-50 people.
 - o Sara expressed interest in trying this location for variety sakes.
- Sara also noted that the Helix is also an option, with the only challenge being food delivery.
 - o Sara will reach out to Evan to talk about food delivery options
- Various members noted that the Springboro DLM would be difficult for a lunch meeting but might be better for an evening meeting.
 - o Sara noted that the February meeting could be there.
- Matthew also noted that UD might have conference rooms that could be rented, he also mentioned that the Dayton Metro Library might have space, but the Main Downtown branch has a fee to rent space. The other branches are free with community rooms with 90-person capacity.
 - o Matthew will share the link to reserve space at the Belmont Library with Sara.
- Bryan requested that new locations be added to the calendar events.
- Kevin then discussed raising the dues from \$95/yr to \$125/yr to help account for the rising costs of rental space. It was noted that the costs have not increased in many years.
- The target increase would be January 1st, 2026, noting the needed coordination with National.
 - o Kevin motioned for the dues to be changed to \$125/yr. Motion carried.

The Chapter may not act for the Society.



- It was noted that the December meeting would be moved to December 17th.

PRESIDENT-ELECT – Bryan Kinch

- Bryan reviewed the University of Dayton Basketball schedule for possible dates for the Holiday Party.
- January 17th, 2026 was selected as the date with the Engineers club selected as the venue, with January 10th as a backup.
- The timing was discussed as 5-7 pm.
- Jennifer noted that previous attendance has been low.
- Additionally, the Wine tasting at previous parties was discussed as included (George from Dorothy Lane Market, Centerville)
 - Jennifer will share the contact information as well as Engineer’s Club.
- Bryan asked about official content for the party, Kevin suggested Donor recognition as an agenda item.
 - Brian suggested that this recognition could be informal, and the party could be just a party, adding Donors and sponsors to the invite.

TREASURER REPORT – Taylor Darby

Category	Amount \$
Fundraising	\$9,708.33
Main	\$12,520.64
Scholarship	\$20,183.25
Total	\$42,412.22

- Taylor noted that the registration with the State has been completed.

SECRETARY – Logan Delk

- Logan began with a review of the meeting minutes.

PAST PRESIDENT/ MEMBERSHIP PROMOTION REPORT – Jennifer Eller

- Jennifer noted that the chapter has 172 total chapter members (non-students).
 - This is down 2 for the year.
- Jennifer reiterated her planned step back from Chapter operations in June. Her position will need to be filled then.

RESEARCH PROMOTION – Brian Turner

- Brian noted that they need to get donations from everyone on the Board for POAE points by 11/15.
 - Jennifer Eller will send Brian CIQ to identify Board Members.

The Chapter may not act for the Society.



BOG – Meeting Minutes

- Brian discussed the preliminary planning of the Golf Outings

YEA (Young Engineers in ASHRAE) –Matthew Worsham & Brian Mackey

- Matthew met with the Region 5 YEA Chair and compared events. His next target is to set up the Spring Bowling event.
- Bryan suggested sending out a targeted YEA invitation for the Holiday Party. Matthew agreed and will work with Mckenna on setting that up.

HISTORY REPORT – Bryan Schenck, Not Present

CTTC (CHAPTER TECHNOLOGY TRANSFER COMMITTEE) – Sara Sowers

- Sara asked about the process to apply for PAOE points for Chapter topics.
 - Jennifer noted that its on PAOE points on ASHRAE.org
- Sara also mentioned possible tour locations for the Tech Tour in April
 - She suggested either Cincinnati Fan in Mason, the Helix or Sinclair Lab.

SCHOLARSHIP & STUDENT ACTIVITIES – Haithem Murgham

- Nothing new.

GOVERNMENT AFFAIRS - Jennifer Butsch – Not Present

NEWSLETTER – McKenna Amerson

- McKenna noted that she would like to include the date of the Holiday Party in the Newsletter.
- Taylor also suggested that the Treasurer Position vacancy be advertised in the December Newsletter.

REFRIGERATION – Vacant, No one Assigned

GENERAL

Meeting Adjourned at 8:59AM