



BOG – Meeting Minutes

Date of Meeting: April 29, 2026

Location: HEAPY/Virtual

Minutes Prepared By: Bryan Kinch

Time: 8:00 AM – 9:00 AM

Attendees:

Bryan Kinch	Jennifer Eller	Brian Turner	Mike Malesko
McKenna Amerson	Damiel Faxon	Ryan Schuessler	Bryan Schenck
Kevin Sturm	Rick Pavlak	Matthew Worsham	

March Meeting Minutes – Approved

PRESIDENT REPORT – Kevin Sturm

- Kevin and Jennifer began with a discussion about moving the Officers (President, President-Elect, Secretary, Treasurer) to 2-year terms.
 - o There was discussion on the Secretary through President succession planning and whether the Treasurer would be included in the succession.
 - o Brian T. noted that he believed that the vote should not be held unless all 3 position holders are present. Noting Logan's absence today and the upcoming Secretary vacancy. He also noted concerns about filling roles and gaps.
 - o Jennifer and Kevin noted the potential benefits 2-year terms, in regard to experience.
 - o The potential to vote on this change was postponed to a future meeting, with noted discussions needing to occur with all Officer positions. It was suggested, that that this change only be made if all current officers are in favor or at least 2 out of the 3 Officers are committed to 2 years, with a backup plan to fill any vacancies.
- Kevin then went over the tech tour at Sinclair and noted that the event went well, noting his thanks to Haithem on a great event.
- Kevin then noted that Lorraine is stepping down and Mike Malesko is taking over Lorraine's position as an At-Large Board Member.
 - o Mike has worked in the industry since 1997, working for HEAPY, JCI and Riek. Mike has been an ASHRAE member his entire career. Mike noted his enjoyment of the Chapter events and ASHRAE conferences. Mike noted his enthusiasm to take on this new role.
 - o His term will begin on July 1st.
- Kevin proposed getting her a gift certificate for her time serving on the board. This was approved.

The Chapter may not act for the Society.



BOG – Meeting Minutes

- Kevin noted that Chapter dues are now \$125/yr.

PRESIDENT-ELECT – Bryan Kinch

- Bryan noted that he is leaving HEAPY to take a new role at UD. This will impact on the Meeting invite for BOG meetings. Jennifer Eller will resend the meeting invite following the cancellation.

TREASURER REPORT – Ryan Schuessler

- Last meeting the use of Zoho Books was approved. Ryan has input all expenses and noted that the Chapter is currently trending positive, taking in more money than being expensed.
- Ryan also noted the capability to create invoices for donations.
- Jennifer requested a short demo at the next chapter.
- Ryan then inquired about the Scholarship fund. He noted that this fund has not been touched as most Scholarships are paid out of the main account. He suggested that the Scholarship fund be placed in a Money Market or High Yield Savings account.
 - Ryan requested that questions about this change be sent to him.
 - Brian T. noted that if we can get the balance to \$30,000 in the account then it can be sent to ASHRAE, which they will pull an annual scholarship.
- Ryan will present more details on more options at the next meeting.

SECRETARY – Logan Delk, Not Present

PAST PRESIDENT/ MEMBERSHIP PROMOTION REPORT – Jennifer Eller

- Jennifer noted that ASHRAE is changing the By-Laws, including the Membership grades. She noted that she will send out the changes via email to the group.
- She also noted one new member and discussed plans to seek more members, especially in the Maintenance Technician space.
- Kevin suggested asking about more folks to join the BOG meetings as just a member. Jennifer noted that she can ask about this at Chapter meetings.

RESEARCH PROMOTION – Brian Turner

- Brian noted that there are currently 16 teams signed up for the Golf Outing. Noted being in good shape for the event.
- Jennifer and McKenna noted that they will be volunteering at the Bloody Mary/Lunch table for the event.
- The date of the Golf Outing is Friday June 5th.

YEA (Young Engineers in ASHRAE) – Matthew Worsham

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BOG – Meeting Minutes

- Matthew noted that the YEA Bowling event is coming up. Matthew asked BOG members to remind and invite the young engineers in their companies to come.
- The date of the YEA Bowling is May 14th from 5pm - 7pm.

HISTORY REPORT – Bryan Schenck

- Bryan will send out a President's report at the end of the year with Kevin.
- Bryan will set up the voting for the next Society Year.

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

SCHOLARSHIP & STUDENT ACTIVITIES – Haithem Murgham, Not Present

GOVERNMENT AFFAIRS - Jennifer Butsch, Not Present

NEWSLETTER – McKenna Amerson

- McKenna will send out an email for what is needed on the newsletter, noting that it will be a smaller request this month.

REFRIGERATION – Daniel Faxon

- No big updates. Discussed getting a Lunch and Learn set up in September on refrigerants and ongoing regulations.

GENERAL

Meeting Adjourned at 9:03AM

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