

**MADISON ASHRAE CHAPTER
BOARD OF GOVERNORS
MEETING NOTES**

1. **PRESIDING OFFICER:** Cameron Klein, President
2. **CALL TO ORDER (Time & Place)** November 26, 2018 4:05pm
Great Dane, Fitchburg – 2980 Cahill Main, Fitchburg, WI 53711

Attendees: **BOG:** Cam Klein, Paul Schack, Kathleen Baker, Jason Boatman, Alex Bakel, Francisco Sayu

Committees: Mark Miller, James Vander Zanden, Jim Kraus
3. **MEETING MINUTES**
C. Klein
A. Bakel – motion to approve 2018 September BOG Meeting Minutes, October Chapter Meeting Minutes, October BOG Meeting Minutes and November Chapter Meeting Minutes. J. Boatman – 2nd. Motion passes.
4. **REPORTS**
C. Klein
P. Schack – motion to approve 2018 September Treasurer’s Report. A. Bakel – 2nd. Motion passes.
5. **GOALS**
 - a. **President**
 - i. Encourage committee chairs to review/fill out PAOE points.
 - ii. Chairs please take a look at your PAOE points and update accordingly
 - b. **President-Elect**
 - iii. Working on publishing program calendar online (Carol Mori interested in seeing the programs online)
M. Miller – programs don’t have to be complete to be online, so you can create all the events, no need to have all the details in starChapter.
 - c. **Treasure**
 - iv. To catch up on PDHs – it takes of effort to update.
6. **COMMITTEES**
 - a. **Programs**
P. Schack
No presenter scheduled for next month’s meeting yet.
December is the Christmas party – generally no tech session to allow for social event.
I would like to schedule Randy, but I am having issues getting a confirmation/ approval from him.
Buffets dinners are working great in terms of minimizing work for all involved. But, some people have commented about quality of food (cheap). So, thinking about a meal for the December meeting.
Location, the Great Dane Fitchburg is an alternative, also considering the Marriott, but I’ve received suggestions that Christmas party in a bar will be better than a hotel.
Hotels have big spaces, but the GD can host 65 people.
GD has microphone and do tags for meals
GD has more variety for drinks
C. Klein – we’ll leave this decision (location for Christmas party) to you. Use your best judgment.
January 2019 meeting booked for Julia Keen
Feb 2019 meeting still tentative
DLs scheduled for March and May
J. Kraus – request to switch student night to Feb 2019

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C. Klein – per PAOE points, feel free to reach out to R. Youngdahl, James Vander Zanden, G. Froehle and K. Halverson as you develop programs.

b. Membership promotion

G. Froehle, K. Halverson

M. Miller – asking the committee to track retention and using StarChapter updates.

c. Student Activities

J. Kraus

Going to Platteville by the end of Jan 2019 after student return to class. We receive an email about student wanting to join the chapter. J. Kraus provided contact info, and receive good feedback from student chapter (“Thank you for keeping us in mind”).

d. Nominating

M. Heil

Need 5 Members, only 1 from BOG.

Looking for members - Matt Heil wants to transition out in a year or two.

e. RP

Alex Bakel

Chapter achieved Full Circle - Thank you BOG!

Seeking raffle prizes for Donor Recognition night. Please let me know if you know someone interested in donating

Need to buy raffle tickets

Need to print certificates – 50 cents/certificate. Will purchase and request a refund

People don't carry cash, is it possible to use venmo (app) to make easier to pay raffle tickets? A. Bakel will bring cash and use the app to provide cash.

Members can pay back using the app. More people will donate this way. A. Bakel to look into it later.

f. CTTC:

James Vander Zanden

No response from the professor we contacted

C. Klein – Try to schedule Doug R for April

g. CTTC: Sustainability

P. Andrisevic

No Update.

h. CTTC: Refrigeration

Joe Zhou

No update.

i. Government Affairs

Seeking a committee chair. Mike Loaf (Greenheck) would be a great candidate Jason will assume position temporarily.

j. Historian

G. Froehle

No update

M. Miller – chapter can publish a piece on company history (2 pages) think about bringing a piece from your company.

k. CRC Action

C. Mori

M. Miller – CRC is May 2-4 in Milwaukee. reach out and ask companies if they are interested in sponsoring

l. Newsletter

M. Miller

Get your info in to the website and let M Miller know when it's ready. A remainder went out this morning about sending you information by the end of the week.

Want to gather information for the conference in January

Lots of things going on at the national level

m. YEA

R. Youngdahl

Looking to do Madison Capitols Event mid-January

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- n. Audit**
 - R. Stone JDR checking things now, no updates yet
 - o. Golf**
 - T. Wendt No updates. Need to start planning early.
 - p. GGAC**
 - C. Mori No Update.
 - q. Honors and Awards**
 - S. Schuetter Scholarships
Technician scholarships - Masters has candidates
Waiting for feedback from Scholarship committee on tech scholarships
 - r. Website Committee**
 - M. Miller No Update.
- 7. OLD BUSINESS**
 - i. J. Boatman working to catch up on PDHs
- 8. NEW BUSINESS**
 - ii. C. Klein – we have lost of capabilities in the website to pull information. Please use this info in a way that’s beneficial to you and the chapter.
- 9. NEXT BOG MEETING**

Monday, December 17 at 4:00 PM, Great Dane Fitchburg
- 10. ADJOURNMENT**

C. Klein called to adjourn the meeting at 5:00 pm.