



ASHRAE

Technology for a Better Environment

Region V - Western Michigan Chapter

Minutes of Board of Governors Meeting

January 5, 2012

1. Call to Order at 5:39 PM @ Century A&E
2. Doug issued the meeting agenda.
3. Role Call: Doug Zentz, Bill Rose, Adam Doublestein, Dan Rademacher, Scott Smith and James Harrison
4. REVIEW of MINUTES: James distributed the meeting minutes from the December 1, 2011 board meeting. No comments were made.
5. OFFICER REPORTS:
 - a. Secretary Report by James Harrison:
 - No report at this time.
 - b. Treasurer Report by Scott Smith:
 - Scott distributed the updated 2011-2012 checking and savings registers to the board.
 - Savings account balance is \$7,965.16.
 - The checking account balance is \$7,705.14.
 - We paid the speaker \$427.98 for the last chapter meeting.
 - The last bill from the University Club had a charge of \$25.00 for parking. Scott S. will investigate why we were charged for the additional parking fee.
 - c. Vice President Report / Membership Promotion by Jim Merlino:
 - No report given.
 - d. President Elect-CTTC Report by Adam Doublestein:
 - Technical sessions are scheduled for the March chapter meeting.
 - Adam D. will not be able to attend the February meeting due to a prior commitment. Sarah W. and Dave Shugars will be able to take money and help run the February Kalamazoo meeting.

- Picture frames must be purchased and given to the photographer.
- Derek Crowe will be contacted to speak about ASHRAE research and promotion at the February meeting.
- Bell's Brewery is still in question for the May chapter meeting. The grand opening for the brewery project is scheduled for May, Adam will keep the board informed if the Bell's Brewery tour is canceled.

e. President Report by Doug Zentz:

- Doug Z. indicated that Victor Goldschmidt has offered to help the chapter organize a think tank session for putting together short and long term goals. A few examples of the session goals are: improve awareness of individual society awards, organize committees to search for exceptional project designs, promote firms/individuals that are involved with exceptional design projects, organize more social events and how the board can better serve the membership.
- The sessions could possibly meet on a Saturday at Ferris State University. The board decided not to meet with Victor at this point, Doug Z. will inform Victor of the decision to meet at a possible later date.
- All board members will send Doug Z. any information that they have regarding engineering department heads for local engineering firms, he will contact the firms regarding improved attendance at ASHRAE meetings.
- To improve chapter meeting attendance, gift cards or prizes could be issued.
- Doug Z. suggested a possible board retreat at Ferris State University in April in lieu of the board meeting.

6. Past President Report by Bill Rose:

- Bill R. suggested contacting chapter members from the golf outing list to see why they are not attending meetings.

7. Committee Reports:

a. Research Promotion by Dan Rademacher:

- Dan R. will contact Ryan F. to organize the Salmon Extravaganza.

b. Newsletter by Ryan Fiebig:

- No report given.

c. Student Activities by Bethany Beckman:

- No report given.

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- d. Historian Activities by Sarah Wilk: (per 1/5/2012 E-mail)
- PAOE Par is 300 pts and to date we have achieved 175 of these points. 50 pts for display at CRC this past year, 100 points for attending CRC this past year and 25 points for Sept newsletter blurb.
 - The goal for obtaining the remaining 125 points are as follows:
 1. Digitizing chapter history (100 pts). Touched based with RVC (have not heard anything back yet) earlier this month. I want to discuss in more depth how much effort is required to achieve the 100 pts for digitizing the chapter history. From what I was reading this shouldn't be too difficult to achieve. I have some documents on the chapter history from about 2005, if anyone has anything earlier, I would be interested in obtaining this. I think there is a bin in Bill's office with much older information, which I will have to get and scan and digitize.
 2. One leadership recall interview (50 pts). I plan to start with Bill R.
 - We can probably get another 50 points (total of 375 pts) for posting the archives on the web.

8. Old Business:

- a. No report given.

9. New Business:

- a. Board is to review the PAOE handouts and discuss possibilities at the next board meeting.
- b. The following items will be discussed at the next board meeting: recruiting new board members, CRC discussions, ACTIVA on line registration.

10. NEXT MEETING: February 2nd @ 5:30 PM @ Century A&E.

11. ADJOURNMENT

- a. At 7:13 PM Doug made a motion to adjourn meeting. Seconded that motion.

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