

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

1. **PRESIDING OFFICER:** Greg Froehle, President
2. **CALL TO ORDER (Time & Place)** January 29, 2018 4:07pm
Great Dane, Fitchburg – 2980 Cahill Main, Fitchburg, WI 53711
- Attendees:** **BOG:** Paul Schack, Cam Klein, Jason Boatman (Phone), Greg Froehle, James Vander Zanden, Francisco Sayu,
- Committees:** Kathleen Baker, Mark Miller, Jim Kraus
- Chapter:** Carol Mori (**Past President**)

Thought for the day:

What is one thing we are excited about for 2018?
C. Klein – The chapter has 3 DL’s this year!

3. **MEETING MINUTES**
G. Froehle
G. Froehle – Motion to approve December BOG and January 2018 Chapter meeting minutes. Minutes approved with amendment to RP amount shown in Chapter meeting minutes (corrected amount is \$522).
4. **REPORTS**
a. Treasurer’s Report Discussion
November and December treasure reports reviewed, but not approved – Motion to table approval of November and December treasure reports. Further review is required. Motion to table approved.
Action Items:
 - C. Klein and P. Schack to review treasure reports after BOG meeting
 - P. Schack to continue doing treasure reports from the 1st to the 31st of the month and to have one-month delay on approval to avoid inconsistencies.
5. **COMMITTEES**
- a. Scholarship Honors and Awards**
B. Winterle
No update.
- b. Membership**
T. Wendt
No update.
- c. Student Activities**
J. Kraus
J. Kraus to attend student activity with Madison schools at Madison Turners next Friday and working to Schedule a date in March or April with Verona Schools.
J. Kraus drafting message to professors in preparation for student night on campus.
J. Kraus has made a reservation for Chapter meeting on UW Campus C. Klein listed as the day-of contact person.
Action Items:
 - C. Klein to coordinate potential alcohol service for chapter meeting at the UW campus.
- d. RP**
Alex Bakel
PAOE Points are in, on Par.

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- e. Programs**
C. Klein February meeting to be at Babes Madison. Main presentation will be on Ethics (Nicole Schrier and Ethan Geis).
- f. CTTC**
M. Gall No update.
- g. Newsletter**
M. Miller Newsletter to go out end of the week. Get your info in.
- h. YEA**
R. Youngdahl No update.
- i. Golf**
Tim Wendt Final outing summary - Tim is sending out update the day after this meeting.
- j. Audit**
R. Stone Looking at potential dates during the spring for the next audit. Still need to find people.
Action Items:
Determine date, find people
- k. Historical**
D. Bergmann Carol Mori is currently writing an article about her experience as past President.
- l. GGAC**
S. Hackel, K. Baker BOG talked to Chad Powel during November BOG meeting. Please see November bog meeting minutes for details on that phone conversation. Committee is considering "a day at the hill" with the city of Madison. The goal is to make a connection with city officials and to offer ASHRAE as a resource to inform decision making.
Action Items:
K. Baker to find out what at day at the hill with the city of Madison may look like.
- m. Website Committee**
M. Miller No Update.
- n. Nominating Committee**
Matt Heil G. Froehle – The Chapter is looking for volunteers. Please let G. Froehle know if anybody is interested on volunteer opportunities with Chapter (Chair or BOG)

6. OLD BUSINESS

1. C. Mori to request update on the dates the funds may be needed for the Hope House. \$2,500 were allocated to this project.
2. C. Mori is currently working on a big addition to the Ronald McDonald House. The project includes VRF and it could be a suitable candidate for the opportunity fund. The RMH has a Construction Board, so they need to be briefed on the opportunity fund and there will be paperwork to be completed.
3. Chapter to consider moving the \$2,500 awarded to the Hope House to be used at Ronald McDonald House. Then, reapplying for the hope house once the funds are needed.
4. C. Mori announced that she is passing on the CRC files to G. Froehle.
5. G. Froehle to pass Chapter binder to D. Bergmann. D. Bergmann to scan all documents in the binder and file. BOG needs to vote on how to proceed.
6. M. Miller suggested creating a Facebook page for the Chapter. He believes it is an effective tool. Region 10 is making effective use of it. Chapter to consider combining efforts with YEA to create a combined FB page.

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7. M. Miller and K. Baker to work on Facebook page (the social media committee is born!)
8. C. Mori has work on technician scholarships for several years. But, there were no applications last year. There was only one application the year before. The chapter is having a tough time getting applications. Perhaps there is poor communication between the Chapter and the local unions. C. Mori tried to reach out to unions with little success. So, the scholarship program is going on hold for the year.
9. 2017-18 PAOE points – tabled until next meeting
10. ASHRAE Webcast. J. Kraus has made a reservation for the ASHRAE Webcast on April 19, 2018 at the UW campus. F. Sayu to coordinate sitting and A/V arrangements for the day. G. Froehle to assist if needed (F. Sayu's wife is due to have a baby on April 11, 2018).
11. C. Klein to send reminder about Meeting Cancellation / No Show Policy before next meeting.
12. DL- what to do during the next DL visit? **Repeat what was done during the las meeting.**
13. BOG needs to find a better way to bring up (get feedback on) potential increases to Chapter dues and/or cafeteria plan

Action Items:

- Chapter to consider moving the \$2,500 awarded to the Hope House to be used at Ronald McDonald House. Then, reapplying for the hope house once the funds are needed.
- BOG to vote on how to proceed historical paperwork.
- M. Miller and K. Baker to create a Facebook page for the Chapter.
- Review PAOE Points.
- F. Sayu to coordinate sitting and A/V arrangements for the ASHRAE Webcast
- BOG needs get member's feedback on potential increases to Chapter dues and/or cafeteria plan.

7. NEW BUSINESS

1. CRC – Who is attending? **Please consider attending. CRC is May 3-5, 2018**
2. Newsletter to go out the end of the week.

8. NEXT BOG MEETING

February 26, 2018 – Location Great Dane

9. ADJOURNMENT

G. Froehle called to adjourn the meeting at 5:27pm.