

# Madison Chapter of ASHRAE 2025-2026

## MEETING NOTICE AND AGENDA

### Invited Attendees:

<input checked="" type="checkbox"/> President	James VanderZanden	<input type="checkbox"/> CTTC	OPEN
<input checked="" type="checkbox"/> President Elect	Amanda Wendling	<input type="checkbox"/> Sustainability	Sharon Gould
<input checked="" type="checkbox"/> Treasurer	Payton Braam	<input type="checkbox"/> Refrigeration	Cameron Klein
<input checked="" type="checkbox"/> Secretary	Nathan Hansen	<input type="checkbox"/> Historical	OPEN
<input checked="" type="checkbox"/> Member-At-Large	Brian Clark	<input checked="" type="checkbox"/> Newsletter	Mark Miller
<input type="checkbox"/> Member-At-Large	OPEN	<input type="checkbox"/> Scholarship	Brian Winterle
<input checked="" type="checkbox"/> Past President	Jeff Reinholtz	<input type="checkbox"/> Web-Site	OPEN

### Chair Persons Attendees:

<input checked="" type="checkbox"/> Membership	Caryn Rader	<input type="checkbox"/> YEA	Amanda Wendling
<input checked="" type="checkbox"/> Students Activities	James Kraus	<input type="checkbox"/> Audit	Mark Miller
<input type="checkbox"/> Students Activities	Jason Garvens	<input type="checkbox"/> Golf	Ryan Youngdahl
<input type="checkbox"/> Nominating	OPEN	<input type="checkbox"/> Honors and Awards	Brian Winterle
<input type="checkbox"/> Research Promotion	Jason Boatman	<input type="checkbox"/> GGAC	Jason Boatman
		<input type="checkbox"/> DEI	Caryn Rader

**Meeting Subject:** January Board of Governors Meeting  
**Meeting Date:** Monday, January 26, 2025 – 4:00 p.m. – 5:00 p.m.  
**Meeting Location:** TEAMS (Virtual)

1. Call Meeting to Order (5 minutes) 4:03
2. Previous Meeting Minutes Read and Approval (15 minutes)
  - a. Meeting Minutes
    - i. November BOG Meeting Minutes – Payton motions to approve, Amanda seconds. Motion passed unanimously.
    - ii. December BOG Meeting Minutes - Amanda motions to approve, Payton seconds. Motion passed unanimously.
  - b. Treasurers report
    - i. December Treasurers Report – Nathan motions to approve, Amanda seconds. Motion passed unanimously.
3. Committee Reports (15 minutes)
  - a. Scholarship Honors and Awards
  - b. Membership - employer recognition certificates were handed out in January meeting
    - i. Caryn – April meeting – milestone recognition night
  - c. Student Activities
    - i. Jim – student month in February. We are still looking for students to present at monthly meeting. Jason is handling the tour of Morgridge Hall.
  - d. Research Promotion – James will investigate where we stand for our RP goal for PAOE because we already exceed PAR.

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- e. Programs
    - i. Amanda
      - 1. February – plan is to book a space near Morgridge, students present, and tour Morgridge Hall. Hopefully Union South is where we hold the meeting
      - 2. March – Fred talking about de-carbonization of hospital – lunch meeting
      - 3. April – DL Tim Wendt – likely will book InnTowner (renovations should be done by end of February).
      - 4. May – plan is to have Randy Douman give a code update
  - f. CTTC/Refrigeration/Sustainability
    - i. James contacted Tim regarding DL presentation
  - g. Newsletter
    - i. Mark – can be sent out early next week. Content is due by noon on Monday
  - h. YEA
    - i. Amanda – working on winter event. Cade has agreed to join YEA committee.
  - i. Golf
    - i. Payton – check sent to reserve 7/13
  - j. Audit
  - k. Historical
  - l. GGAC
    - i. James – Day on the Hill scheduled for 2/25
  - m. Web Site
  - n. Nominating Committee – must have CIQ filled out by end of February.
  - o. DEI Committee
    - i. Caryn - February 20<sup>th</sup> at McKenzie Regional Workforce Center by Boys and Girls Club. \$3,250 collected thus far. Bayview asked us to reserve 10 spots.
4. Old Business (15 minutes)
- a. URS compliance
    - i. We are good; we just need to comply at the ASHRAE level which is a formality.
  - b. Chapter Nominations – Next year's officers and committee Chairs **CTTC chair**
    - i. Identifying participants.
  - c. Ron W training class, revenue sharing program.
    - i. 8 people registered.
  - d. PAOE Review –
    - i. board members to review what points they can submit on
  - e. Merrill Lynch –
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- i. Payton – funds are doing well. Some funds reported as underperforming but on further investigation, they are doing just fine in the long run. Our fund is passively managed right now, and we could investigate an actively managed fund (for a fee).
    - 1. Payton and Nathan will be POCs for Merrill Lynch as we had outdated contacts.
  - f. Taxes –
    - i. Need to start process with CPA firm for chapter. Need to solicit costs.
      - 1. Sorge: \$1,300 to \$1,400 for tax prep (form 990) + \$200 for form 1952
      - 2. Roth and Olsen – 2/2/26 – James and Amanda will talk with them on 2/2/26.
5. New Business (5 minutes)
- a. CRC Booking seed funds – Best Western Inn on the Park is the selected location for CRC as our group isn't large enough to book the Monona Terrace this early. \$3,000 needed. Check must be signed by James. Will be reimbursed to the chapter. Nathan motions to approve. Payton seconds. Motion approved unanimously.
6. Next BOG Meeting – **2/23/2026 – 4 pm**
7. Adjourn – 5:04
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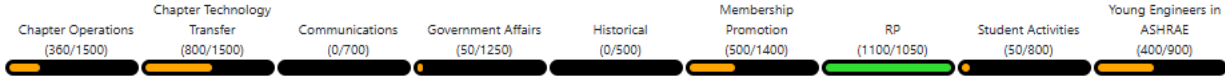
## MEETING NOTICE AND AGENDA

January 2026

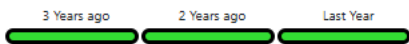
**PAOE** (To make PAOE must reach minimum in 6 of the 7 Grassroots categories)



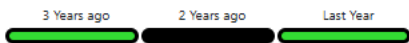
**STAR** (PAR in all categories)



**Honor Roll** (PAOE for at least four consecutive years)



**High Honor Roll** (STAR for at least four consecutive years)



**Special Citation** (6 of 7 Grassroots Categories with minimum 5,800 points)



December 2025

**PAOE** (To make PAOE must reach minimum in 6 of the 7 Grassroots categories)



**STAR** (PAR in all categories)



**Honor Roll** (PAOE for at least four consecutive years)



**High Honor Roll** (STAR for at least four consecutive years)



**Special Citation** (6 of 7 Grassroots Categories with minimum 5,800 points)

