



**AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR CONDITIONING ENGINEERS, INC.**

**CHAPTER:** Kansas City, Missouri  
**MEETING DATE:** October 1, 2018

**MEETING:** Board of Governors  
**COMPILED BY:** Amy Stadler, Secretary

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**Presiding Officer: (DM)**

- DM began the meeting at 10:15 am

**Approval of the Meeting Minutes**

- JF motioned to approve September's meeting minutes, AP seconded.
- The motion was approved.

**Treasurer: (AP)**

- A budget was presented.
- DM: A \$10,000 profit is going to research promotion donations from product directory, the Top Golf event and golf tournament. This results in a break even budget.
  - AP was opposed to a negative balance.
  - JF was opposed to using Top Golf proceeds for scholarships and is concerned about meeting the research promotion goal.
  - DM: Last year only proceeds from events went to the chapter's research promotion donation.
- APh added an additional expense for Day on the Hill to reimburse for travel expenses and meals for 2-3 people. There is a push from society to get all states to have and energy code and to let legislatures know we can be turned to for expertise. They have asked the chapters to visit the state legislatures. We would visit Jefferson City for Missouri this year and Kansas next year.
  - DM suggested filling out an opportunity fund application for this expense.
  - JN discussed the possibility of using the opportunity fund to talk to Kansas about rebates.
- JF noted that income is still due from last year's joint meeting.
- AP had not found any opportunity to lower the accounting fees.
- AP: if we can get \$1500 for scholarships from events that causes the budget to approximately break even.
- The budget includes a projected \$3200 profit for Top Golf (*After the event a profit of approximately \$4300 was reported*) and \$3500 for the golf tournament.
- SN moved to approve the budget with the following changes: increase accounting fees by \$600, increase the expenses for government affairs by \$200, add income of \$500 from last year's joint meeting.
- APh seconded the motion.
- All approved (unanimous)
  
- AP has initiated the tax filing

**CTTC: (SN)**

- Today's meeting features a local attorney. Nearly 90 signed up.

- November 5<sup>th</sup> will be a tour of the Church of the Resurrection in the evening and it will be student night. The time period is 5:30 to 7:30 and 8 volunteer tour guides have been arranged.
- JF: December will be donor recognition.

#### **Newsletter (AS)**

- Information to Amy by October 15th
- Breeze issued on October 17th

#### **General Business (DM)**

- Confirm Volunteers are plugged in- Bo Osborn (Government Affairs), Ben Noe (Sustainability)

#### **Product Directory (JD):**

- The directory is in.
- The check has been sent to AP for about \$11,000, a significant increase from past years.
- There was a 10% increase in participation.
- Will start the next one in March. There will be some modifications next year.
- Companies will be able to buy more books.
- Additional books will be charged at \$15/book.
- Anyone here today gets one.

#### **Research Promotion (JF):**

- Full Circle reminders will be sent to those board members still outstanding. If someone will designate their donation for scholarships, there will be additional credit.
- There is a goal of submitting \$20,000 in donations by December.

#### **Golf Tourney (MS)**

- The Top Golf event will be October 11.
- 34 are signed up, about 50 have verbally committed. The final numbers should be in by Friday.
- *The report emailed after the event 10/13/2018 listed the following.*
  - 9 sponsors, 68 people signed up, 55-60 were in attendance, 113 of the 136 drink tickets were used.

#### **Membership: (ASp)**

- ASp: Membership could use help with the sign in table as it is fast paced.

#### **Student Activity: (KH)**

- Will update advisors on information for next month's tour.
- Scholarship information goes to advisors this week. The criteria is not changing for those that have a GPA criteria.
- STEM work is ongoing.

#### **YEA (AM)**

- The happy hour on Sep. 27 had 12 in attendance and they had fun.
- YEA will be working with Ben on a water collection system project for the annual meeting sustainability effort. They are procuring materials this week.
- The next happy hour is being planned.

#### **Government Affairs (APh)**

- Missouri Government Outreach Day – see discussion during budget portion of the meeting.

#### **PAOE (DM)**

- Mentioned the goals submission deadline which has passed. Student activities, historian and government affairs have submitted their goals.

#### **WiA (MGv)**

- AM will reach out for joint event with YEA.

#### Annual Meeting (BE)

- The local committee will meet with the executive committee in October.
- Efforts will kick-in in November – December.
- JF will consider a research promotion social.
  - BE: would need to be decided by Jan-Feb due to the program publication timeline.

#### Sustainability (BM)

- No report.

#### History (SB)

- Past information has been received from previous historian.
- The historian is still looking for YEA and WiA to submit a project history paper.
- May invite life members to the past presidents meeting.
- Will be updating the time line and converting records to electronic formats.

#### Publicity (RC)

- JF requested tweets of meeting photos and Top Golf.

#### BEP (JN)

- The next of the quarterly meetings is Oct. 7.
- The Expo will be May 8. There is a table available. We may want to promote the annual meeting in Kansas City.

#### Honors and Awards (JN)

- Three more people need to be presented with awards: Benassi, Berger and Root.

#### Refrigeration (GZ)

- No report.

#### Website (AW)

- The Who's Who page is live. Check your contact information.
- Still moving pages over and filling out new website.

#### **Additional topics for discussion**

- Old Business
  - None
- Other New Business
  - None

#### **Adjournment**

- Meeting adjourned at 11:15 am with JF moving to adjourn and AP seconding the motion.

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ATTENDANCE: Members \_\_\_\_\_ Guests \_\_\_\_\_ Students \_\_\_\_\_

THEME: None

JOINT MEETING: No

ANNOUNCEMENTS: 11:45

YEA Happy Hour – Thanks to all who came and looking forward to the next one.  
 Top Golf Event is next Thursday. There are still spots for sponsors and individuals.  
 The Annual Meeting sign-ups will be coming in the Nov-Dec time range.  
 The Annual Meeting Sustainability Project is kicking off. A really deserving project has been selected. There are four buildings to audit in October. See Kelley Cramm if you can help.  
 Product Directory – There is one available for each attendee today. More can be ordered. We had great participation.  
 For the next meeting, please consider sponsoring a student.

TECHNICAL PROGRAM

12:00 noon – 1:00 pm

SPEAKER: Christopher McDonald

TOPIC: Document Management & Discovery: How Documents and E-mails are Used in Litigation.  
Discovery, documentation, documents to not create, consequences.

**Distribution List**

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