



ASHRAE Central Oklahoma Chapter Board of Governor's Meeting

Meeting Date: August 15, 2016

Meeting Location: Junior's

Meeting Minutes

Attendees:

Chapter Officers:

Trapper Wilson – President (*Present*)

Damon McClure – President Elect (*Present*)

Jeff Forman – Secretary (*Present*)

Stephanie Thomas – Treasurer (*Present*)

John Semtner – Vice-President (*Present*)

Board of Governors:

David Royal (*Present*)

Andy Donehue (*Present*)

Madison Schultz (*Present*)

Caleb Spradlin (*Present*)

Travis Wolfe (*Present*)

Quorum Present

Members Present:

Jason Keyes (Refrigeration Chair)

Daniel Brazeale (Membership Promotion Chair)

Dusty Stoabs (Historian)

Robert Smith (Scholarship Chair)

Brian Garcia (Golf – Special Events)

President Trapper Wilson called the meeting to order at 11:40 am

Presidents Report – Trapper Wilson

- Welcome – Trapper thanked everyone for their service and provided an overview of how BOG meetings should proceed for our new board members
- 2016-2017 President/Chapter Initiatives
 - a. Strong committees with more participants – discussion and recognition COK has a strong history, continue carrying the torch
 - b. Gear up for CRC – Trapper stressed getting more members to volunteer
 - c. Explore new RP Opportunities
 - i. Major Donors – Still no confirmation from Climatedmaster (they were providing \$8k for CRC and \$10k for RP)
 - ii. Discussed obtaining new donors (York, GE, etc.)
 - iii. Dusty Stoabs offered to assist with GE networking for monies and potentially new members
 - d. Open Discussion



- i. DRC monies \$10k available from the ASHRAE president for the entire region
- ii. BaseCamp App – ASHRAE is promoting as Chapter management tool for collaboration, calendars, chats and storing documents.
 1. COK is using the trial \$0 version for BOG, officers and committee chairs
 2. Next year we might consider added a budget line item
- iii. PAOE Overview – Trapper provided the new BOG members an overview and committee chairs should focus on entering their points as they go
- iv. RVC – Trapper emphasized committee chairs (CTTC, GR, MP, RP SA, History, etc.) should be sure to communicate regularly with their RVC.

Treasurers Report – Stephanie Thomas

- Work on 2016-2017 budget will begin
- Audit Committee – need to finalize and begin

Committee Reports

- CRC Report - John Semtner
 - o Next meeting at Skirvin
 - o Need COK volunteers in each speaking room
 - o Discussions on potential new donors and impact on factory tours
- CTTC Report – Andy Donehue
 - o Four (4) programs confirmed
 - o Spouses night and remaining meetings to be the focus
- Membership Promotion – Daniel Brazeale
 - o Large growth last year from 266 to 301 members
 - o Following up on delinquencies (30+)
- Student Activities – Madison Schultz
 - o OCCC Engineering Club next week 8/25/16
 - o Looking for more K-12 events
- Government Activities – Byron Hughes (*Absent*)
- Research Promotion Report – Chris Dolan (*Absent*)
 - o Full Circle – Officers, BOG (optional, but encouraged...thank you Brian S. and Dusty S. for last year's donation!)
 - o Donor Recognition – would like to do something more significant than ASHRAE coin. Discussion on making this a significant topic at a Chapter meeting or perhaps a Top Ten recognition.
- Historian Report – Dusty Stoabs
 - o Dusty reminded us to send any significant events to him, even if it's just for our own chapter use. This information may assist applications for new awards like the K-12 Leadership Award.
- Scholarship Report – Robert Smith (*Present*)
- Sustainability Report - Brian Sauer (*Absent*)
- Golf Report - Bryan Garcia (*Present*)
 - o \$12,500 raised already – target is \$9,000 for RP, \$9,000 scholarships
 - o 3 Platinum and 5 Gold sponsors to date
 - o Will focus on fewer awards, more auction items
- Newsletter Report – Looking for a Volunteer



- Dusty requested we re-date the newsletter one month forward as we typically issue at the EOM before the chapter meeting
- Refrigeration Report - Jason Keyes (*Present*)
- Honor & Awards - Tino Mendez (*Absent*)
- Webmaster – Michael Wilson (*Absent*)

New Business

- none discussed

Adjourn

- President Wilson adjourned the meeting at 1:15pm.

Respectively Submitted,

Jeff Forman
Secretary COK Chapter 2016-2017