



ASHRAE Central Oklahoma Chapter Board of Governor's Meeting

Meeting Date: December 19, 2016

Meeting Location: Junior's

Attendees:

Chapter Officers:

Trapper Wilson – President (*Present*)

Damon McClure – President Elect (*Present*)

Jeff Forman – Secretary (*Not Present*)

Stephanie Thomas – Treasurer (*Present*)

John Semtner – Vice-President (*Not Present*)

Board of Governors:

David Royal (*Present*)

Andy Donehue (*Present*)

Madison Schultz (*Not Present*)

Caleb Spradlin (*Present*)

Travis Wolfe (*Present*)

Quorum Present

Members:

Joe Sanders (CRC Chair) – *Present*

Daniel Brazeale (Membership Promotion Chair) – *Present*

Tino Mendez (Honors & Awards Chair) – *Present*

Robert Smith (Scholarship Chair) – *Present*

Byron Hughes (Government Activities Chair) – *Not Present*

Michael Wilson (Website Chair) – *Present*

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

Presidents Report – Trapper Wilson

- Welcome – Trapper
- Chapter and Meeting minutes – none approved, Jeff to print out for next meeting in lieu of BaseCamp online approval
- Chapter Leadership Meeting Review – Victor Goldschmidt
 - a. Core Values Defined
 - i. Education
 - ii. Integrity
 - iii. Fellowship
 - iv. Leadership
 - v. Progress
 - b. Vision
 - c. Posting to Website discussed
- Open Discussion
 - a. Spouses Night – Timing & Marketing, Sponsors & Manufacturing Sponsors



Treasurers Report – Stephanie Thomas

- Motion to approve budget – motion approved, Andy D 1st, Caleb S 2nd.

Committee Reports

- CRC Report - John Semtner
 - o Speakers line up
 - o OSU activities discussed
 - o Advertising / Menus needed
 - o Letters to dignitaries needed
- CTTC Report – Andy Donehue
 - o Meetings are 1/3 Tuesday, 2/8 – 2nd Wednesday
- Membership Promotion – Daniel Brazeale
 - o 17 new, 14 fallouts, 22 overall decrease
- Student Activities – Madison Schultz (*Absent*)
 - o No Report
- Government Activities – Byron Hughes (*Absent*)
 - o David Royal helping out.
- Research Promotion Report – Chris Dolan
 - o Met 30% PAOE with Golf \$12k RP, \$5k scholarship
 - o Poker Night \$250 Card Deck Sponsor
 - o March 10th – Sporting Clays
- YEA – Caleb Spradlin
 - o Next Event – Tap Works
- Historian Report – Dusty Stoabs (*Absent*)
 - o Serving this year, meeting PAOE points
- Scholarship Report – Robert Smith
 - o Applications in review, Due by 12/26
 - o (2) \$1,500 scholarships provided
- Sustainability Report - Brian Sauer
 - o “Rebuilding Day 2017” event for chapter scheduled 4/8/2017
- Golf Report - Bryan Garcia (*Absent*)
- Newsletter Report – Clay Coe (*Absent*)
- Refrigeration Report - Jason Keyes (*Absent*)
- Honor & Awards - Tino Mendez
 - o Chapter Service Award discussed
- Webmaster – Michael Wilson (*Absent*)
 - o No Report

New Business

- Audit letter to President

Adjourn

- President Wilson adjourned the meeting at 12:52pm.

Respectively Submitted,

Jeff Forman
Secretary COK Chapter 2016-2017



Treasurer's Report

November 1, 2016 - Dec 16, 2016

For acceptance 12/19/2016

Treasury Activities

Date	Description	INCOME	EXPENSES	Reconcile
Nov 2016				\$ 33,911.62
9/19/2016	Debit Remington Park Deposit for 11/30 meeting (50%)		\$ 1,087.44	
11/1/2016	Dep Star Chapter	\$ 20.00		
11/1/2016	Debit Star Chapter Fee		\$ 0.47	
11/1/2016	Dep Star Chapter	\$ 20.00		
11/1/2016	Debit Star Chapter Fee		\$ 0.46	
11/1/2016	Debit Website Domain		\$ 48.54	
11/2/2016	Dep Star Chapter	\$ 180.00		
11/2/2016	Debit Star Chapter Fee		\$ 4.81	
11/2/2016	Ch 2695 Urban Catering		\$ 1,018.39	
11/2/2016	Debit Republic - YEA Event		\$ 249.72	
11/3/2016	Dep Deposit	\$ 425.00		
	Membership Dues - Sept \$240			
	Nov Mtg Cash \$165			
	Nov Mtg MCD Check \$20			
11/3/2016	Dep Square - Sept Mtg + \$243.12 YEA sponsorship	\$ 408.44		
11/3/2016	Dep Star Chapter	\$ 75.00		
11/3/2016	Debit Star Chapter Fee		\$ 1.74	
11/7/2016	Ch 2696 Fairway Resource Group - Golf Flags		\$ 995.00	
11/7/2016	Ch 2697 Oklahoma Fuel 2023 - Golf Cooler		\$ 400.00	
11/7/2016	Ch 2699 Andy Donahue - Reimb for DL Hotel		\$ 503.86	
11/9/2016	Dep Star Chapter	\$ 240.00		
11/9/2016	Debit Star Chapter Fee		\$ 6.35	
11/10/2016	Dep Star Chapter	\$ 40.00		
11/10/2016	Debit Star Chapter Fee		\$ 0.93	
11/15/2016	Dep Star Chapter	\$ 40.00		
11/15/2016	Debit Star Chapter Fee		\$ 0.93	
11/17/2016	Dep Star Chapter Monthly Fee		\$ 100.00	
11/21/2016	Debit Poker Chips	\$ 180.00	\$ 352.12	
11/21/2016	Dep Star Chapter		\$ 4.76	
11/22/2016	Dep Star Chapter	\$ 40.00		
11/22/2016	Debit Star Chapter Fee		\$ 1.33	
11/23/2016	Dep Star Chapter	\$ 40.00		
11/23/2016	Debit Star Chapter Fee		\$ 1.33	
11/25/2016	Dep Star Chapter	\$ 100.00		
11/25/2016	Debit Star Chapter Fee		\$ 2.30	
11/30/2016	Debit Remington Park for 11/30 meeting (50%)		\$ 1,087.45	
11/30/2016	Dep Interest	\$ 0.26		\$ 29,852.39
Dec 2016				
10/3/2016	Ch 2693 University of Oklahoma Foundation - Student Lunch		\$ 100.00	
11/7/2016	Ch 2698 Victor Goldsmith - Nov Mtg DL		\$ 28.14	
12/1/2016	Dep Star Chapter	\$ 160.00		
12/1/2016	Debit Star Chapter Fee		\$ 4.13	
12/1/2016	Dep Square - Dec Mtg	\$ 77.80		
12/1/2016	Debit Website Domain		\$ 62.20	
12/5/2016	Dep Square - Poker Sponsorship AAF	\$ 242.45		
12/8/2016	Dep Membership Dues - Oct	\$ 720.00		
12/8/2016	Dep CRC Aeon Gold Sponsorship	\$ 8,000.00		
12/9/2016	Dep Square - YEA Sponsorship	\$ 243.12		
12/12/2016	Debit Tapwerks Ale House		\$ 106.01	
12/14/2016	Dep Star Chapter	\$ 100.00		
12/14/2016	Debit Star Chapter Fee		\$ 2.93	
12/15/2016	Dep CRC Nortek Silver Sponsorship	\$ 5,000.00		
12/15/2016	Dep Star Chapter	\$ 40.00		
12/15/2016	Debit Star Chapter Fee		\$ 0.93	
12/14/2016	Ch 2700 ASHRAE Research		\$ 12,000.00	
Subtotal:				\$ 31,731.42

~OKC - \$3000
 ~MURKIN (via Gary) \$2000

Bank of Oklahoma Checking

Statement Date	Balance
7/31/2016	\$ 13,426.85
8/31/2016	\$ 13,534.01
9/30/2016	\$ 32,598.81
10/31/2016	\$ 33,911.62
11/30/2016	\$ 29,852.39

BOSC Investment Acct

Statement Date	Balance
7/31/2016	\$ 14,810.63
8/31/2016	\$ 14,935.72
9/30/2016	\$ 15,029.82
10/31/2016	\$ 14,949.41
11/30/2016	\$ 15,030.74

Scholarship - InterBank

Statement Date	Balance
1/31/2016	\$ 1,981.87

Meeting Summary

Golf	\$ 17,129.60
Sept Meeting	\$ 32.46
October Meeting	\$ 337.11
November Meeting	\$ (639.91)
Dec Mtg (11/30)	\$ (1,279.15)
Jan Mtg	\$ 136.14

CRC 2017

Income	\$ 13,000.00
Expenses	\$ 2,099.17
Total:	\$ 15,099.17

CRC Available Funds (Current)

BOSC Investment	\$ 15,030.74
FY15-16	\$ 1,800.00
FY16-17	\$ 1,800.00
Total:	\$ 16,830.74

FY16-17 Budget 2016 12 16

Expenses	Budget	Actual	Notes
Meetings: 8 meetings x 55 x \$25	\$ 11,000	\$ 5,722.69	
Speaker Expenses	\$ 500		
CRC & Region VIII			
CRC Report Reproduction	\$ 300		
CRC Reserve Fund (Year End)	\$ 1,800		
Region VIII CRC Fund: 290 members x \$3	\$ 870		
Research Promotion			
Golf Sponsor Contributions: 5,600 Golf	\$ 6,250	\$ 12,000.00	
Golf Putting Contest			
Shotgun Sponsor Contributions	\$ 6,250		
Poker Night	\$ 2,000	\$ 352.12	Poker Chips
RP Training	\$ 1,000		
Research Promotion from Chapter (Year End)			
Scholarship Contributions			
Golf Sponsor Contributions: \$5,600	\$ 6,250		9/26 BOG - may limit to \$5000 for more to go to RP
Scholarship from Chapter (Year End)			
Shark Tank Scholarships	\$ 500		
Student Activities			
Future City	\$ 400		
AHR Reimbursement	\$ 1,000		
Student Chapter Meetings	\$ 250	\$ 100.00	
YEA			
Meetings	\$ 1,000	\$ 714.62	
Leadership Weekend	\$ 1,160		
Special Events			
Golf Tournament	\$ 7,500	\$ 7,191.75	
Shotgun Tournament	\$ 4,000		
Roster Printing	\$ -		
Save the Date Printing and Mailing	\$ 250		
Membership Promotion	\$ 200		
Web Hosting Fees	\$ 1,650	\$ 760.64	
Oklahoma Charitable Organization Annual Registration	\$ 100		
Historical Document Digitization	\$ 300		
Chapter Awards	\$ 300		
Chapter Miscellaneous (BOG Voted Expense Allowance)	\$ 500		
Past President Pin	\$ 240		If continuing with basecamp next year then add \$39/mo to FY17-18 budget
Total Expenses:	\$ 55,570	\$ 26,841.82	

Income	Budget	Actual	Notes
Dues: 290 Area Assigned x \$40 x 0.7	\$ 8,120	\$ 4,400.00	
Local Dues			
Meetings: 8 x 55 x \$20	\$ 8,800	\$ 4,309.34	
PrePaid Meals	\$ 1,400	\$ 1,120.00	
Roster Advertising Revenue			
Special Events Income			
Golf Tournament	\$ 20,000	\$ 24,321.35	
Golf RP Putts			
Spouse Night Sponsorships	\$ 2,500		
Clay Shooting Event	\$ 10,000		
Poker Night	\$ 3,000	\$ 242.45	AFF Sponsorship
Yea Events 7 X \$250	\$ 1,750	\$ 728.61	
Interest	\$ -	\$ 0.99	
Total Income:	\$ 55,570	\$ 35,122.74	

Income Less Expenses:

\$ - \$ 8,280.92