

**MINNESOTA CHAPTER
OF THE AMERICAN SOCIETY OF HEATING, REFRIGERATING
AND AIR-CONDITIONING ENGINEERS, INC.**

670 West County Rd B
St. Paul, Minnesota 55113

BOARD OF GOVERNORS MEETING MINUTES

Chapter Name: Minnesota Chapter

Meeting Date: June 5, 2007

Attendance:

Members 12 Guests 0 Students 0

1. PRESIDING OFFICER: Chapter President – Curt Ratajczak
2. CALL TO ORDER (Time & Place): 7:10 am, KFI, St. Paul, MN

3. ATTENDEES:
Chapter Officers:

<input checked="" type="checkbox"/> President: Curt Ratajczak	<input checked="" type="checkbox"/> Board Member: Tim Manz
<input type="checkbox"/> President-Elect Brian Shablow	<input type="checkbox"/> Board Member: Scott Rollings
<input checked="" type="checkbox"/> Secretary: Bob Linder	<input checked="" type="checkbox"/> Board Member: Todd Courneya
<input checked="" type="checkbox"/> Treasurer: Jim Douglas	<input checked="" type="checkbox"/> Past President: Paul Quirin

Committee Chairs, Members and other Guests:

Gary Fischbach, George Rothenberger, Betty Iwanski, Dan Katzenberger, Vin Gupta, Glenna Cooper

4. SECRETARY'S REPORT: (Bob Linder)
 - A. Motion by Jim D. / Seconded by Paul Q. – Approved as Noted.
5. TREASURER'S REPORT: (Jim Douglas)
 - A. The May report was reviewed. Motion by Bob L. / Seconded by Paul Q. – Approved
 1. All Society Dues checks have been cashed – confirmed with Atlanta.
 2. Discussed how to ensure that the chapter gets the RP contributions to Atlanta before the end of year deadline.
 - B. It was requested that Jim share the Treasurer's report presented at CRC with the entire BOG.
6. PRESIDENT'S REMARKS: (Curt Ratajczak)
 - A. Chair positions were reviewed. Known chair needed is RP.
7. PRESIDENT-ELECT'S REMARKS: (Brian Shablow)
 - A. Brian called into the meeting and congratulated Curt on the year and thanked everyone for their support during the past year.
8. COMMITTEE REPORTS:
 - A. Roster: (Gary Grenzer) No report. Roster is complete and sent to members.
 - B. Historian: (Gary Grenzer/Mason Myers) No report. MN Chapter won the best display award at CRC. Bruce has left the MN Chapter and moved to Madison, WI. Gary Fischbach to assist with RP duties in the interim. A new chair is needed. A small calling campaign is being coordinated through Gary.
 - C. Research Promotion: (Bruce Lindsay)
 - D. House: (Mark Muhlstein) No report.
 - E. Web Master: (Al Tillman) No report.
 - F. Programs: (Scott Rollings) No report.
 - G. Exchanger: (Dan Chudecke) No report.
 - H. P.A.C./Reception: (Paul Quirin) There is interest by past presidents to make this committee more active. Paul said Curt will spearhead it.
 - I. Sustainable Design: (Betti Iwanski / Todd Courneya) Summary report for this year was given. Information on next

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| <p>J. Publicity: (Gary Fischbach)
K. Scholarship: (Paul Quirin)
L. Communications: (Craig Johnson)</p> <p>M. Membership: (Glenda Cooper)</p> <p>N. Education Seminar: (Matt Branson)
O. Product Directory: (Kelly Hauenstein)
P. CRC Action (Jim Douglas and Paul Quirin)
Q. Nominations: (Richard Hermans)
R. Northern Lights: (Jim Fristad)
S. Rochester: (Michael Drahos)
T. Golf: (Jim Burns)
U. Student Activities: (George Rothenberger / Steve Scheurs)
V. Life Safety Seminar</p> <p>W. Refrigeration Seminar: (Carol Marriott / Vin Gupta)</p> <p>X. Sustainable Design Seminar: (Todd Courneya)
Y. CTTC: (Tim Manz)</p> | <p>year was provided for feedback from the BOG. Dan K. has accepted the position as chair for next year. Betty will be the co-chair. Curt thanked the committee for their hard work this year.</p> <p>No report.</p> <p>No report.</p> <p>Regional List Serve is no longer active. Unsure of its future. The portion that allows for on-line meeting registration is still in use.</p> <p>Paul Quirin and Rick Hermans offered to be co-chairs for next year. Glenda did not receive any applications for the membership drive promotion.</p> <p>No report.</p> <p>No report.</p> <p>CRC was a success.</p> <p>No report.</p> <p>No report.</p> <p>No report.</p> <p>No report.</p> <p>PAOE points are being reviewed and updated.</p> <p>Next year a Life Safety Seminar is scheduled (currently we alternate between Life Safety and Sustainability Seminars). Guidance is needed from the BOG if a Sustainability Seminar should be done again since the topics are very popular with our membership.</p> <p>Planning has started for next year's seminar. Tentatively scheduled the second week of February.</p> <p>See Life Safety Seminar notes for seminar rotation.</p> <p>Tim will look at PAOE points. He will remain as chair for next year.</p> |
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9. **OLD BUSINESS:**

- A.** None

10. **NEW BUSINESS:**

- A.** There is a need to discuss future of hard copy Exchanger this summer.
- B.** There is a need to discuss the Web and Communications chair positions because of how much the chapter is moving into electronic communications.
- C.** Motion by Todd C. / Seconded by Paul Q. – Approved: Authorize up to \$1000 for additional MN Chapter RP donation if the Chapter is within \$1000 of our RP goal.
- D.** Discussed the potential for July, and potentially future meetings, be conference calls with document sharing via web host site. Location/s and method of communication to be discussed.

ADJOURNMENT: 9:05 am.

Next Board Meeting: Tentatively Tuesday, July 10th. Time, place and method to be determined by Brian Shablow.