

**MINNESOTA CHAPTER
OF THE AMERICAN SOCIETY OF HEATING, REFRIGERATING
AND AIR-CONDITIONING ENGINEERS, INC.**
C/O Midwest Mechanical Solutions, 5831 Cedar Lake Road Minneapolis, Minnesota 55416

July 8th, 2008 MN Chapter Board of Governors Meeting

1. **PRESIDING OFFICER:** Chapter President: Jim Douglas
2. **CALL TO ORDER (Time & Place):** 7:06 AM, EDI Conference Room and Teleconference
ATTENDEES:
 - A. **Chapter Officers:** JSD, SHR, TRC, TOM, GJF, GER, VPG and BLS
 - B. **Chapter Committees:** Rob Warnke
 - C. **Guests:** None
3. **SECRETARY'S REPORT: (Scott Rollings)**
 - A. June Meeting Minutes: motion to approve – Jim Douglas, 2nd – Brian Shablow: favor=8, against=0 and sustained=0.
 - B. Scott Rollings suggested having President's agenda to match the minute's layout for ease of note taking by the Treasurer.
 - C. Incoming secretary to update: website, letterhead, exchanger and minutes to reflect 2008/2009 changes.
 - D. Reviewed 2008/2009 organization chart. Todd to implement changes and email to BOG.
4. **TREASURER'S REPORT: (Todd Courneya)**
 - A. Reviewed fiscal year end report in detail. Current checking account balance about \$10,000. Todd stated he will move about \$22,000 from the savings account to scholarship fund to get the savings account balance to about \$15,000.
 - B. Motion to approve report along with adding \$5,000 to the current minimum savings account balance of \$15,000 only if this is required to avoid fees if the savings account balance fell below \$15,000 – Brian Shablow, 2nd – Gary Grenzer: favor=8, against=0 and sustained=0.
5. **PRESIDENT'S REMARKS: (Jim Douglas)**
 - A. Trying to keep BOG meetings to 2-hour limit.
 - B. Reminder of the August 13th social at Dave and Busters in Maple Grove.
 - C. BOG call and introduce yourself to reporting committees to include upcoming year issues and budgets.
 - D. Tabled 2008/2009 budget meeting. Budget only meeting to be held on Tuesday July 22nd, 2008. To be held teleconference only, to be arranged by Jim Douglas.
6. **PRESIDENT-ELECT COMMENTS: (Scott Rollings)**
 - A. None
7. **PAST-PRESIDENT COMMENTS: (Brian Shablow)**
 - A. None
8. **COMMITTEE REPORTS:**
 - A. **CTTC Committee Report:**
 - a. None
 - B. **Refrigeration Seminar:**
 - a. None
 - C. **Communications Report:**
 - a. None
 - D. **Education Seminar Committee:**
 - a. None
 - E. **Research Promotion Committee Report:**
 - a. Motion by Brian Shablow to add an additional \$1,500 to the Chapter's annual RP contribution to Society. This will allow the Chapter to meet the 2008/2009 RP goal without impacting the operating cash flow of the Chapter. 2nd – Todd Courneya: favor=8, against=0 and sustained=0.
 - F. **House Committee Report:**
 - a. None

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G. Exchanger Editor:

- a. None

H. CRC Action Committee:

- a. None

I. Golf Committee:

- a. None

J. Historian:

- a. None

K. Membership:

- a. None

L. Northern Lights Section:

- a. None

M. Rochester Section:

- a. None

N. Product Directory:

- a. None

O. Program Committee: (Ron Warnke)

- a. Review August 13th social announcement.
- b. Need to coordinate August 5th kick-off meeting at Axel's with the House committee.
- c. Need to establish this coming year's programs.
- d. Send out quick survey to members for suggestions on seminar topics, tour location and/or suggestions for the coming year.

P. Publicity:

- a. None

Q. Reception:

- a. None

R. Roster:

- a. None

S. Scholarship:

- a. None

T. Student Activities:

- a. None

U. Sustainable Design:

- a. None

V. Webmaster:

- a. None

W. Honors and Awards:

- a. None

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9. OLD BUSINESS:

A. None

10. NEW BUSINESS:

A. None

11. ADJOURNMENT: 9:08 AM

12. NEXT MEETING: AUGUST 5TH, 2008 @ EDI Conference Room and Teleconference