

**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

**November 5<sup>th</sup>, 2008 MN Chapter Board of Governors Meeting**

- 1. PRESIDING OFFICER:** Chapter President: Jim Douglas
- 2. CALL TO ORDER (Time & Place):** 7:00 AM, EDI Conference Room and Teleconference  
**ATTENDEES:**
  - A. Chapter Officers:** JSD, SHR, TRC, TOM, GJF, GER, VPG and BLS
  - B. Chapter Committees:** Todd Gray, Don Smith and Rob Warnke
  - C. Guests:** None
- 3. SECRETARY'S REPORT: (Todd Courneya)**
  - A.** October Meeting Minutes: motion to approve – JSD, 2<sup>nd</sup> – TOM: favor=8, against=0 and sustained=0.
- 4. TREASURER'S REPORT: (Tim Manz)**
  - A.** Depositing income and paying receivables.
  - B.** Monthly reports to start next month.
  - C.** Taxes – extension was filed, waiting for Rochester & Northern Lights information.
- 5. PRESIDENT'S REMARKS: (Jim Douglas)**
  - A.** MBOs: more turned in.
  - B.** Committee's – looking for monthly articles.
- 6. PRESIDENT-ELECT COMMENTS: (Scott Rollings)**
  - A.** Operating documents to President Elect for CRC.
- 7. PAST-PRESIDENT COMMENTS: (Brian Shablow)**
  - A.** Shirts at Tuesday's meeting
  - B.** Account resolutions for Anchor Bank, Wells Fargo and LPL.
  - C.** Scholarships to U of M.
  - D.** 2008/09 operating documents to be sent to Secretary during the year then passed onto Historian at end of fiscal year. Brian to establish what these documents should be and hierarchy/format.
- 8. COMMITTEE REPORTS:**
  - A. Communications Report: (Craig Johnson)**
    - a.** None
  - B. CRC Action Committee: (Scott Rollings)**
    - a.** None
  - C. CTT Committee Report: (Todd Gray/Randy Schock)**
    - a.** Energy Expo was a success.
    - b.** Trying to get Owners to speak at monthly meetings/seminars.
    - c.** With new people in place, the "commercialism" policy should be reviewed and "followed".
  - D. Education Seminar Committee: (Eric Johansen)**
    - a.** Starting to plan seminar.
  - E. Electronic Communication Committee: (Mark Muhlstein)**
    - a.** None
  - F. Exchanger Editor: (Dan Chudecke)**
    - a.** None
  - G. Golf Committee: (Don Smith/Mike Comstock)**
    - a.** Contract for 2009 needs to be signed and \$1,00 deposit to be made.
    - b.** Need copy of tax exempt form.
    - c.** Looking at expanding options to generate more fun, interest and income.

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**H. Historian: (Brian Shablow)**

- a. Brian/Scott/Todd/Jim – meeting to discuss hierarchy, Brian to schedule meeting.
- b. Jim to get information on Jim's company.
- c. Past year awards to be handed out during meeting (TBD). Gary to forward information.

**I. Honors and Awards: (Brian Shablow)**

- a. (5) Fellows plaques need to be handed out during meeting/seminar – January or March??

**J. House Committee Report: (Mike Thornton)**

- a. None

**K. Membership: (Paul Quirin/Rick Hermans)**

- a. None

**L. Northern Lights Section: (Ben Eisenschkn)**

- a. None

**M. Product Directory: (Kelly Hauenstein)**

- a. None

**N. Program Committee: (Rob Warnke)**

- a. Reviewed upcoming events.

**O. Publicity: (Gary Fischbach)**

- a. None

**P. Reception: (Brian Shablow)**

- a. None

**Q. Refrigeration Seminar: (Vin Gupta/Bruce Kamperschroer)**

- a. Seminar well planned.

**R. Research Promotion Committee Report: (Duane Rothstein)**

- a. None

**S. Rochester Section: (OPEN)**

- a. None

**T. Roster: (Gary Grenzer)**

- a. None

**U. Scholarship: (Curt Ratajczak)**

- a. None

**V. Student Activities: (George Rothenberger/Steve Schreurs)**

- a. Send (4) students to winter meeting.
- b. Society to sponsor (1) student (all expenses).

**W. Sustainable Design: (Betti Iwanski/Tim May)**

- a. None

**X. Webmaster: (Allen Tillmann)**

- a. None

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**Y. Young Engineers: (Ross Nelson/Dan Cebelinski)**

**b.** None

**9. OLD BUSINESS:**

**A.** None

**10. NEW BUSINESS:**

**A.** None

**11. ADJOURNMENT:** 9:14 AM: motion to approve – JSD, 2<sup>nd</sup> – TRC: favor=8, against=0 and sustained=0.

**12. NEXT MEETING: DECEMBER 2<sup>nd</sup>, 2008 @ EDI Conference Room and Teleconference**