



ASHRAE
Technology for a Better Environment

2009 Chapter Regional Conference
Fields of Green – Banking on Our Future
Des Moines, Iowa
May 7-9, 2009
Hotel Fort Des Moines (HFD)

IOWA CHAPTER	MEETING SUMMARY	CHAPTER <input type="checkbox"/>
		BOG <input type="checkbox"/>
		SECTION <input type="checkbox"/>
		2009 CRC Planning Committee <input checked="" type="checkbox"/>

E-mail to:

All listed in the attendance list below

Reply to: jason.kems@mail.ashrae.org

Meeting Date: 3/5/08

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In Attendance:

	Name	Position		Name	Position
X	Jerrod Sieverding	Chairman		Paul Melton	Society Officer Hosting
X	Mark Allen	Co-Chairman		Dan Zaug	Hospitality Suite
X	Jeff Gross	Treasurer		Matt Jesson	Welcome Party
X	Jason Kems	Secretary		Chris Nelson	Technical Programs - C
	Jeff Hammer	Registration		Jim Lee	Technical Programs
X	Kit Cartwright	Fundraiser/Sponsors		Curt Klaassen	Technical Programs
X	Ron Engelhardt	Product Displays		Andrew Pospisal	Website
X	Kelly Crow	Companion Activities		Susan Oltrogge	Facilities Coordinator
X	Tim Conrad	Publications		Chuck Pedersen	Technical Programs
X	Mark Conway	Business Meeting	X	Justin Barrett	Banquet
	Holly Stevens	Student Activities	X	Matt Gumm	Dinner Mint Coordinator
	James Wahlert	Photographer		Dennis Hogan	We're not sure...
X	= Attendance at Meeting				

NOTE: M-motion made S-seconded A- approved, motion carried N- not approved, motion rejected.

1. Meeting was called to order by Jerrod at 11:10 am
2. The previous meeting minutes were reviewed. One correction – the budget for the hospitality suite will be \$2,000 in lieu of \$20,000. Matt Gumm-M / Jeff Gross-S / All-A
3. We reviewed the contact sheet and no updates.
4. Committee Reports:
 - a. Treasurer
Jeff Gross All reviewed the proposed budget from Jeff Gross. Get any updates or additions to Jeff as soon as possible.
 - b. Registration
Jeff Hammer
Jim Hall No Report
 - c. Fundraiser / Sponsors
Kit Cartwright No sponsors yet. Mailers are needed. Kit will put something together and get sent out.

Kit was planning on utilizing a calling campaign. He will put together the materials and get with the committee.

Kit has a copy of the contract for the hotel that he will send to Jeff Gross.

CHAPTER MAY NOT ACT FOR THE SOCIETY

American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.



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- d. Product Displays
Ron Engelhardt
How big is the display area? 10' x 10' with an 8' table. We would anticipate having as many as 10-15 company displays. There will be a minimum \$1,000 donation for the display space. We will be looking at energy companies, vendors, engineers and contractors for displays.

There will also be up to 13 history displays from the Chapters.
 - e. Publications / Website
Tim Conrad
Andrew Pospisal
Matt Gumm
A logo was handed around for review. Looks Good!

The plan is to have post-it-notes and handouts at the 2008 CRC.
 - f. Companion Events
Kelly Crow
No Report
 - g. Business Meetings
Mark Conway
Mark wants mailings to go out to CRC committee and other chapters.
 - h. Photographer
James Wahlert
No Report
 - i. (Society Officer) Hosting
Paul Melton
No Report
 - j. Hospitality Suite
Dan Zaug
No Report
 - k. Welcome Party
Matt Jesson
Gambling night? Matt will look into it.
 - l. Technical Programs
Chris Nelson
No Report
 - m. Facilities
Susan Oltrogge
Matt Gumm will be visiting the hotel site with Susan tomorrow.
 - n. Student Activities
Holly Stevens
No Report
 - o. Banquet
Justin Barrett
Flip Side is available. There is a \$1,000 deposit and it will cost \$2,000 for them to play.
5. The next Planning Committee Meeting is **Wednesday April 2nd** – same place, SMCI; same time, 11:00 am.
 6. Meeting adjourned for any individual committee meetings and to eat lunch with the BOG at about 11:44pm.

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2008 Meeting Dates

<u>MONTH</u>	<u>CRC PC</u>
	<u>Date</u> <u>(Wed)</u>
January	2
February	6
March	5
April	2
May	7
June	4
July	Skip
August	Skip
September	3
October	1
November	5
December	3

Report any errors or omissions of the meeting minutes to the 2009 CRC Planning Committee Secretary, Jason Kems, at jason.kems@mail.ashrae.org, prior to the next meeting.

\\server\users\jkems\My Documents\Intranet\Societies\ASHRAE\2009 CRC\Secretary\Meeting minutes\2008-03-05-PC-MM.doc

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