



**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)

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

**E-mail to:**

**Reply to:** [jason.kems@mail.ashrae.org](mailto:jason.kems@mail.ashrae.org)

All listed in the attendance list below

**Meeting Date:** 4/2/08

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**In Attendance:**

	Name	Position		Name	Position
X	Jerrod Sieverding	Chairman	X	Paul Melton	Society Officer Hosting
X	Mark Allen	Co-Chairman	X	Dan Zaug	Hospitality Suite
X	Jeff Gross	Treasurer		Matt Jesson	Welcome Party
X	Jason Kems	Secretary		Chris Nelson	Technical Programs - C
X	Jeff Hammer	Registration		Jim Lee	Technical Programs
X	Kit Cartwright	Fundraiser/Sponsors		Curt Klaassen	Technical Programs
X	Ron Engelhardt	Product Displays	X	Andrew Pospisal	Website
X	Kelly Crow	Companion Activities		Susan Oltrogge	Facilities Coordinator
X	Tim Conrad	Publications		Chuck Pedersen	Technical Programs
	Mark Conway	Business Meeting	X	Justin Barrett	Banquet
	Holly Stevens	Student Activities		Matt Gumm	Signage
	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. Jeff Gross-M / Mark Allen-S / All-A
3. We discussed the 2008 CRC in Chicago. So far, the following people will be going: Sieverding, Allen, Cartwright, Kems, Zaug, Conrad, Crow, Newman, Jesson, Barrett. Let Jerrod know if you are going.
4. Committee Reports:
  - a. Treasurer  
Jeff Gross                      Deposit has been made to the account. It cost \$60.00 for checks.
  - b. Registration  
Jeff Hammer  
Jim Hall                          No Report.
  - c. Fundraiser / Sponsors  
Kit Cartwright                  "I haven't done squat!" per Kit. He would like to use the RP database for letters by October 1<sup>st</sup> for budget reasons.
  - d. Product Displays  
Ron Engelhardt                  Ron talked to Susan. They will be using the North room next to the ball room.

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- e. Publications / Website  
Tim Conrad  
Andrew Pospisal  
Matt Gumm  
A post-card sized handout was passed around. We will have this at CRC2008 to pass out. They will be hand delivered to CRC. Some of the text needs finalized. There will also be post-it-notes to pass out. Committee will contact the chamber of commerce for tourism info for Iowa and Des Moines. It is our responsibility for the website. The website address will be on the handouts.
  - f. Companion Events  
Kelly Crow  
Looked at some websites. Nothing right now.
  - g. Business Meetings  
Mark Conway  
No report.
  - h. Photographer  
James Wahlert  
No report.
  - i. (Society Officer) Hosting  
Paul Melton  
Wants to find out who is coming and when – flights, etc.
  - j. Hospitality Suite  
Dan Zaug  
Suite Sponsor? Registration in Coat Closet with counter.
  - k. Welcome Party  
Matt Jesson  
No report.
  - l. Technical Programs  
Chris Nelson  
The committee is meeting and putting together the speakers.
  - m. Facilities  
Susan Oltrogge  
No report.
  - n. Student Activities  
Holly Stevens  
No report.
  - o. Banquet  
Justin Barrett  
Flipside wants \$1,000.00 deposit to lock in a date. Wait until Fall? Another \$1,000.00 to play. Will be looking into other options.
5. Matt Gumm has decided on the dinner mints, so that title is no longer necessary. He'll be in charge of the signage now as well.
6. The next Planning Committee Meeting is **Wednesday May 7<sup>th</sup>** – same place, SMCI; same time, 11:00 am.
7. Meeting adjourned for any individual committee meetings and to eat lunch with the BOG at about 11:35pm.

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## 2008 Meeting Dates

<u>MONTH</u>	<u>CRC PC</u>
	Date (Wed)
January	2
February	6
March	5
April	2
<b>May</b>	<b>7</b>
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](mailto: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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