



BOG Meeting Minutes
 December 29 2015 / 12:00 – 12:50 PM
U of I – Integrated Design Lab
 306 S 6th St, Boise, ID 83702

Meeting Called to Order at 12:00pm.

Attendance

	Officers		BOG Members		Other Attendees (non-voting)
X	Russ Pratt, President	O	Xenon Long	X	Spencer Shepard
X	Casey Huffaker, President-Elect	O	Dennis Fox	X	Brian Emtman, SA co-chair
X	Mike Jones, Treasurer	O	Brad Acker		
X	Dan Russell, Secretary	X	David Kirkham		
		O	Carl Marcum		

Secretary: Dan Russell

- Board approval of last meeting minutes.
Motion by David to approve October meeting minutes; 2nd by Mike; discussion to amend minutes to reflected corrected spelling of “Emtman” instead of “Emptman”; vote – all in favor as amended; motion carries.
Motion by Casey to approve November meeting minutes; 2nd by Mike; no discussion; vote – all in favor; motion carries.
- BOG meeting minutes posted to the website monthly
- Assemble committee chair reports into the document
- Forward newsletter articles from the committee chair reports to the newsletter editor.

Treasurer’s Report: Mike Jones

- Report – see attached.

President: Russ Pratt

- BOG will retrieve the previous month’s meeting minutes from the website and review before the meeting
- PAOE points need to be updated. By all committee chairs. Please try to be updated by the first of the year. Instructions to log onto the society PAOE page are on the monthly committee chair report form.

Committee Chair Reports

- CTT – Brad - no report – need the meeting information on the website by Wednesday 1/6/16 & the newsletter goes out on the same day.
- GGA – attached
- RP – attached
- MP – no report – New chair person needed.
- YEA – no report
- SA – attached
- History – no report – all newsletter articles were written at the beginning of the year.

Old Business:

- Golf Tournament has budgeted goal of \$7,300 and needs to perform at this level to keep chapter at positive Cash flow for the year. Spencer added that a more realistic goal would be around \$5,000. **Action: Dan and Spencer will get together to coordinate sponsorship options.**
Motion by Mike: Spencer will work up list of help roles and present a request for Golf



Tournament Planning Team members; 2nd by David; no discussion; vote: all in favor – motion carries.

- Bowling fund raiser suggested to be rescheduled for February 17th from 6-8pm. Locations in addition to Big Al's were suggested. **Action: Mike will research options and notify BOG via email.**
- Steve and Russ are looking for a new camera.

New Business:

- 12/3 email.
- 4/26/16 @ CSHQA – 11:30 to 4:00 Making Net Zero Net Positive webcast. 3 AIA LU's or 3 GBCI CEH. We are registered as a chapter for the webcast.
- Next regular chapter meeting January 13. Location Idaho Power. IDL staff to present on their masters theses topics.
- Next BOG meeting Jan. 26th @ Datasite 12:00PM
- Region IX Chapter Regional Conference in Omaha, NE August 3rd-6th; flyer attached.
- Adjourn. ***Motion by Dan to adjourn; 2nd by Russ; no discussion; vote – all in favor; motion carries.***

IDAHO CHAPTER OF ASHRAE, INC.

Proposed Budget for Fiscal Year Ended June 30, 2016

		Actual FY14/15	Proposed Budget FY15/16
Program Services			
Research & Promotion		1,213	928
RP Revenue	Research & Promotion: RP Revenue	672	0
RP Expense	Research & Promotion: RP Expense	(167)	0
RP to Society	Research & Promotion: RP to Society	(9,481)	(8,900)
Tech Conference In	Research & Promotion: Tech Conference Revenue	18,028	19,350
Tech Conference Out	Research & Promotion: Tech Conference Expense	(7,839)	(9,522)
		(3,401)	(4,000)
Chapter Meetings			
Meals/Entertainment	Chapter Meetings: Meals/Entertainment	(3,130)	(3,000)
Site/Speaker	Chapter Meetings: Site/Speaker	(421)	(1,000)
Visitor Revenue	Chapter Meetings: Visitor Revenue	150	0
		(1,260)	(1,300)
Students			
Scholarships	Students: Scholarships	(1,000)	(1,000)
Dues & Registrations	Students: Dues & Registrations & Programs	(260)	(300)
		(3,448)	(4,372)
Sub-Total Program Services			
Supporting Services			
BOG Management		(8,227)	(7,156)
Meals/Entertainment	BOG Management: Meals/Entertainment	(1,780)	(1,500)
Trips to Society Events	BOG Management: Trips to Society Events	(4,962)	(4,000)
CRC/DRC Assessments	BOG Management: CRC/DRC Assessments	(1,485)	(1,656)
		(1,756)	(2,150)
General Operations			
Website	General Operations: Website	(1,200)	(1,200)
Bank/Paypal/QB/Processing Fees	General Operations: Bank/Paypal/QB/Processing Fees	(341)	(200)
Administration and Other Fees	General Operations: Administration and Other Fees	(215)	(750)
		4,182	7,300
Golf Tournament (Fundraiser)			
Revenue	Golf Tournament (Fundraiser): Revenue	8,730	8,200
Sponsorships	Golf Tournament (Fundraiser): Sponsorships	0	5,000
Other / Advertising	Golf Tournament (Fundraiser): Other / Advertising	(308)	0
Course Fees	Golf Tournament (Fundraiser): Course Fees	(3,900)	(5,200)
Sponsorship Signs	Golf Tournament (Fundraiser): Sponsorship Signs	(108)	(200)
Contests/Prizes	Golf Tournament (Fundraiser): Contests/Prizes	(232)	(700)
RP Contributions	Golf Tournament (Fundraiser): RP Contributions	0	0
Processing Fees	Golf Tournament (Fundraiser): Processing Fees	0	200
		(5,801)	(2,006)
Sub-Total Supporting Services			
General Revenue			
Membership Dues			
General Revenue: Membership Dues		7,575	7,600
Investment Return			
General Revenue: Investment Return		491	0
Advertisements			
General Revenue: Advertisements		100	300
General Donations			
General Revenue: General Donations		0	0
		8,166	7,900
Sub-Total General Revenue			
NET CASH FLOWS		(1,083)	1,522

The Idaho Chapter of ASHRAE Inc.

STATEMENT OF ACTIVITY

August 3 - December 29, 2015

	AUG 3-31, 2015	SEP 2015	OCT 2015	NOV 2015	DEC 1-29, 2015	TOTAL
Revenue						
Membership Dues	0.00	1,200.00	375.00	0.00	1,575.00	\$3,150.00
Refunds-Allowances	0.00	564.20	0.00	0.00	0.00	\$564.20
RP-In	0.00	0.00	100.00	150.00	0.00	\$250.00
Visitor Fee for Chapter Meeting	0.00	0.00	0.00	167.24	0.00	\$167.24
Total Revenue	\$0.00	\$1,764.20	\$475.00	\$317.24	\$1,575.00	\$4,131.44
Gross Profit	\$0.00	\$1,764.20	\$475.00	\$317.24	\$1,575.00	\$4,131.44
Expenditures						
Advertising/Promotional	0.00	0.00	50.00	0.00	0.00	\$50.00
BOG Meals	0.00	52.01	59.10	25.00	47.09	\$183.20
Chapter Meeting Meals	0.00	339.31	360.49	0.00	791.81	\$1,491.61
Committee Meals	72.81	47.65	0.00	0.00	0.00	\$120.46
Office Expenses	10.36	10.36	0.00	10.36	10.36	\$41.44
RP Out	0.00	0.00	100.00	0.00	150.00	\$250.00
Student Refunds	0.00	0.00	0.00	0.00	20.00	\$20.00
Subcontractors	100.00	100.00	100.00	100.00	100.00	\$500.00
Travel	0.00	310.00	279.09	0.00	0.00	\$589.09
Travel Lodging	1,198.89	0.00	0.00	0.00	0.00	\$1,198.89
Total Expenditures	\$1,382.06	\$859.33	\$948.68	\$135.36	\$1,119.26	\$4,444.69
Net Operating Revenue	\$ -1,382.06	\$904.87	\$ -473.68	\$181.88	\$455.74	\$ -313.25
Other Expenditures						
CRC/DRC Fund	1,656.00	0.00	0.00	0.00	0.00	\$1,656.00
Total Other Expenditures	\$1,656.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,656.00
Net Other Revenue	\$ -1,656.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ -1,656.00
Net Revenue	\$ -3,038.06	\$904.87	\$ -473.68	\$181.88	\$455.74	\$ -1,969.25

Tuesday, Dec 29, 2015 07:57:35 AM PST GMT-7 - Cash Basis

The Idaho Chapter of ASHRAE Inc.

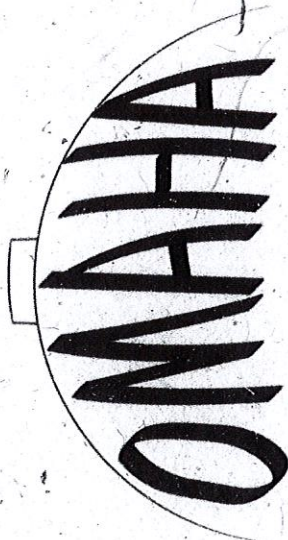
STATEMENT OF ACTIVITY

December 1-29, 2015

	DEC 1-29, 2015	TOTAL
Revenue		
Membership Dues	1,575.00	\$1,575.00
Total Revenue	\$1,575.00	\$1,575.00
Gross Profit	\$1,575.00	\$1,575.00
Expenditures		
BOG Meals	47.09	\$47.09
Chapter Meeting Meals	791.81	\$791.81
Office Expenses	10.36	\$10.36
RP Out	150.00	\$150.00
Student Refunds	20.00	\$20.00
Subcontractors	100.00	\$100.00
Total Expenditures	\$1,119.26	\$1,119.26
Net Operating Revenue	\$455.74	\$455.74
Net Revenue	\$455.74	\$455.74

Tuesday, Dec 29, 2015 08:13:40 AM PST GMT-7 - Cash Basis

ASHRAE CRC



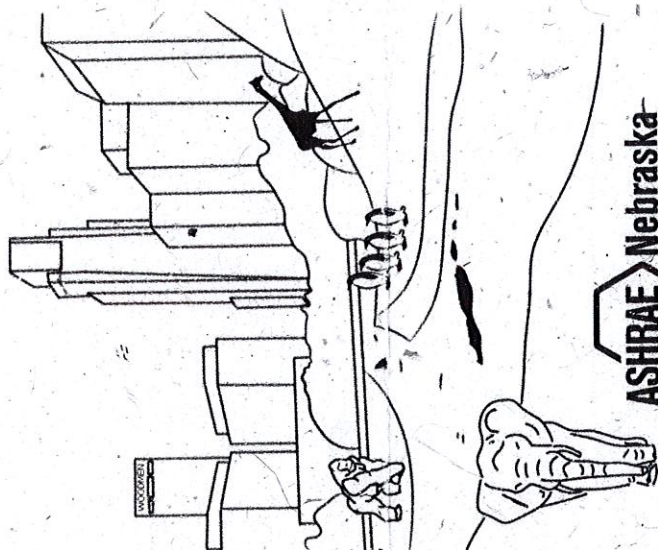
Mark your calendars!

Region IX Chapter Regional Conference

August 3rd-6th 2016

Omaha, Nebraska

<http://www.neashrae.org>



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