

MINUTES

THIS FORM SHOULD BE SUBMITTED TO YOUR REGIONAL CHAIR (DRC) AND TO REGIONAL VICE CHAIR (RVC) OF CHAPTER TECHNOLOGY TRANSFER WITH MINUTES FOR ALL OF THE FOLLOWING: CHAPTER MEETINGS, BOG MEETINGS AND SECTION MEETINGS WITHIN THREE WEEKS OF EACH MEETING. (BOD 03-06-27-1C)

Chapter Name: _____ Manitoba Chapter 017 _____

Meeting Date: _____ April 28, 2015 _____

Chapter _____ **BOG** _____ **X** _____ **Section** _____

Attendance: Doug Castor (president), Corey Nation, Mark Windeat, Gavin Stewart, Robert Bisson, Dieter Bartel, David Surminski, Stan Diachun

Regrets / Absent: Robert Derksen, Jordan Bull, Scott Hammond, Bert Philips, Stephen Norsworthy, David Jurkowski, Johann Baetsen

- 1) The meeting was called to order at 07h30.
- 2) The Attendance was called and noted as above.
- 3) Minutes: Minutes of April 7, 2014 meeting accepted as recorded.
- 4) Chair Updates
 - a) Programs:
 - a. Program update as follows:
 - a. Programs for 2014/2015 year complete. Generally a good year.
 - b. Discussion about format (lunch vs dinner) and venue to be continued. This has been major topic this year, and something that chapter will continue to optimize.
 - c. Look into options for paying for meetings in advance, such as online/web based systems. Other chapters (BC) have used this but security is major issue to be addressed. Cost/fee for service can also be quite expensive.
 - b) Refrigeration – Scott (absent)
 - a. DC indicated that Scott Hammond will be stepping down from chair position. Jason Sorby was put forward as a possible alternate to be approached.

Action: DC to approach Jason Sorby about the chair position.
 - c) Research Promotion (Stephen - absent):
 - a. No update.

- d) Treasurer (Gavin)
 - a. Last meeting good for us; very close to breakeven, not including full members and corporate. First positive of the year.
 - b. Account is becoming depleted. Some CRC expenses still coming. Some potential inflow from new memberships and from seminar. Will need to review again once seminar finances are reviewed.
- e) Awards and Honors – Scott (absent)
 - a. Update required.

Action: SH to provide update.

- f) History – Robert
 - a. Will update stick for CRC with current photos etc. DS will check if this will work.
 - b. Other updates to history are ongoing.
- g) Membership – Corey
 - a. 187 society members, more needed. 15 recorded as delinquent on dues.
 - b. 53 chapter members at present; expected to rise due to seminar.
 - c. Meeting attendance averaged 44 per meeting.

Action: CN and DS to review meeting attendance by attendee type (member, etc.) to help formulate plan for next year meetings.

- h) Website (Stephen – absent):
 - a. No update.
- i) Student Activities (Jordan - absent):
 - a. No update.
- j) PAOE (Doug):
 - a. Point to be in by end of May.

Action : Update any points on website.

- k) YEA (Jordan):
 - a. Events schedule still in progress.

Action : JB to update.

- l) GGAC (Dieter):
 - a. Commercial Kitchen Ventilation guide: on going, but slow progress. Something new from Don Fisher recently.
 - b. DS speaking at May 11 seminar of MECB on Part 6 for Service Water Heating.
 - c. DB staying on as GGAC chair, but looking to get someone else involved for future.

- m) Seminars:
 - a. Details set and notice sent out. Follow up with potential attendees.
 - b. Hoping for 40ish attendees; breakeven is 7.
 - c. Some discussion regarding how to deal with cancelations and refunds. Agreement was to deal with these one case by case basis.

- 5) New Business
 - a) Year in review. Group to look at past year and develop idea/issues prior to summer meeting so that we are in better position to address them early.
 - b) Venues for meeting big issue. Should have this arranged and booked before September. CN agreed to follow up.
 - c) Programs: GS and another volunteer (TBD) to try to set programs early next years.

- 6) The meeting was adjourned at 08h35.

NEXT BOG MEETING:

**June 9, 2015
7:30am**

**Price Sales Boardroom
101 Elan Blvd.**