# **ASHRAE OE GOLF COMMITTEE MEETING** **AGENDA**

**Golf Tournament 2024: Tustin Ranch Country Club, October 3, 2024.**

## September 23, 2024; Teams Meeting 12:30 PM

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| Event Reference | Continuing Business Description | Action Items (AI) / [STATUS] |
| Ref: 050824 – 1st meeting agenda | Subject:   * The tournament will be held 10/3/24 at Tustin Ranch CC. * Chris is the new Tournament director (in training) supporting Jeff closely for 2024, taking reins for 2025. * The ASHRAE OE Golf committee consists of the following members:   + Jeff H.: Current Director; Beverage Liaison.   + Jeff C.: BOG contact; men’s apparel design   + Jessica: Women’s apparel design.   + Emily: Women’s apparel design   + Anthony: Chapter President contact.   + Chris: New Golf Director for 2024.   + James Mansfield – not attending but interested. * 3 planning meetings planned during the summer; JH is concerned about democratic decision making; Chris will need to make a lot of decisions on his own. * Target revenue generation is $30k net to Chapter. * Sponsors **will not** be required to buy all raffle prizes – even though this was a vast improvement in cash flow from the past**.** | **Historical Information only** |
| Ref: 091624 –Discussion | 1. The Special Event liability coverage quote has been received by JH and directions to pay Philadelphia Insurance ($356) and Sterling Seacrest Pritchard ($100) have been issued. 2. CM is still working on 2025 event options. 3. Update on sponsors and raffle:    1. Emily was able to get some raffle prizes and will deliver to Jeff later this week. 4. Expect an invoice on shirts shortly. Golf balls are paid and in production. Travis Mathis Tustin Ranch ladies’ apparel. 5. Can-Fab paid for silver sponsorship today. 6. JH went over staffing, sponsors, gifts, and general accounting - JH master spreadsheet. 7. Need to check on constant comment fee, who pays and if customer pays, Chapter will reimburse. | CM to develop list of potential event sites for 2025. |
| Ref: 092324 –Discussion | 1. Review Action Items from 091624 and prior:    1. Insurance coverage payments update.    2. Raffle prizes delivered to Jeff from Emily.    3. Shirts invoice update.    4. Constant Comment fee update.    5. 2025 events update; See Attachment 1 – OC Golf Courses Listing 2. New Discussion Items: |  |

| New/Future Busine. and Meeting Information |
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| Description: |
| 1. The next scheduled Meeting is planned for: 09/23/24; 12:30. |
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**Text Legend: Bold black text is for the latest information / Assignments / Status**

**Orange text indicates Agenda publishing.**

**Blue text indicates Minutes publishing.**

**AI reference code: 102222 = October 22, 2022 [typical].**

**Incomplete or in-progress AI are highlighted.**

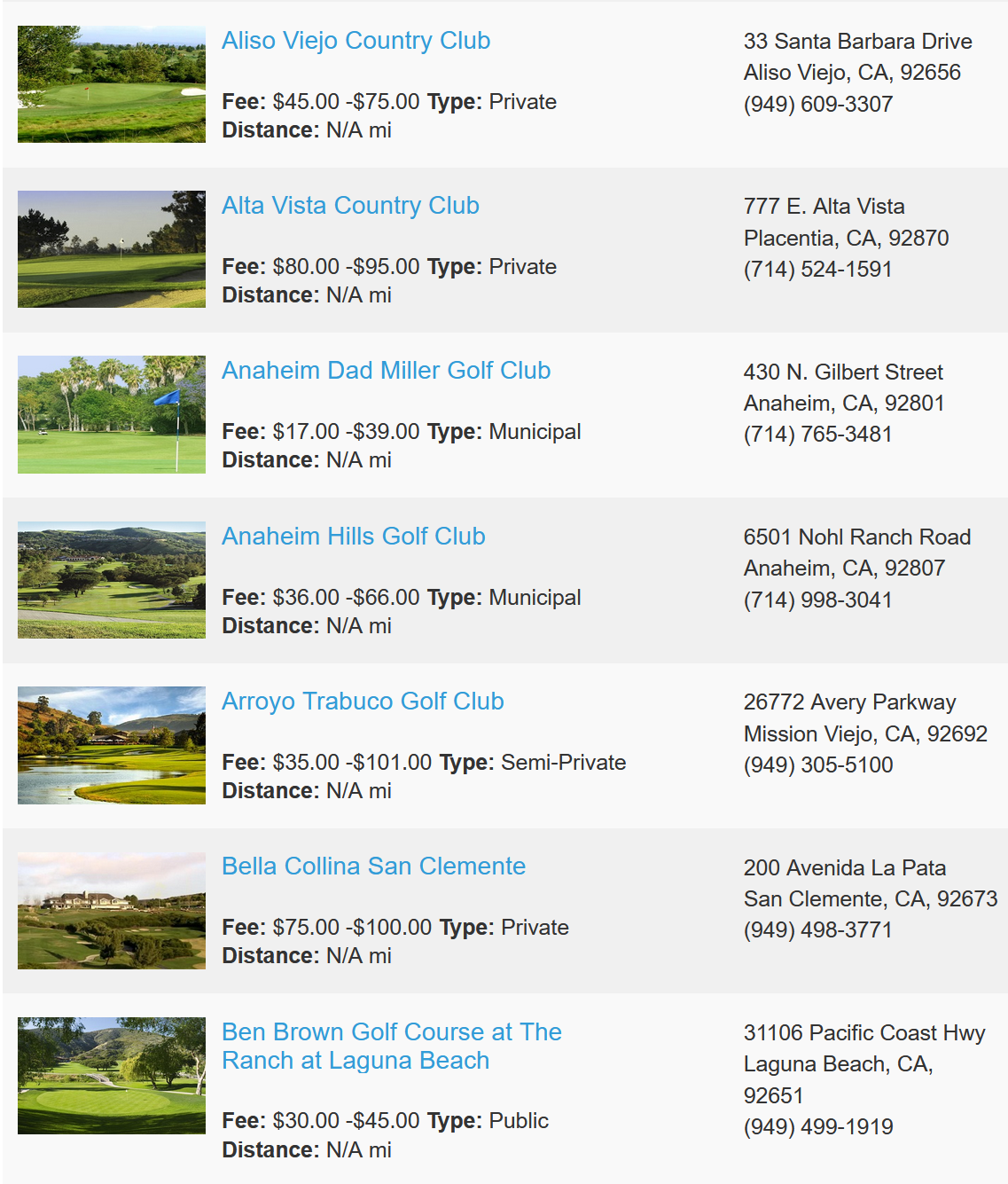
**Distribution List: \*Invited**

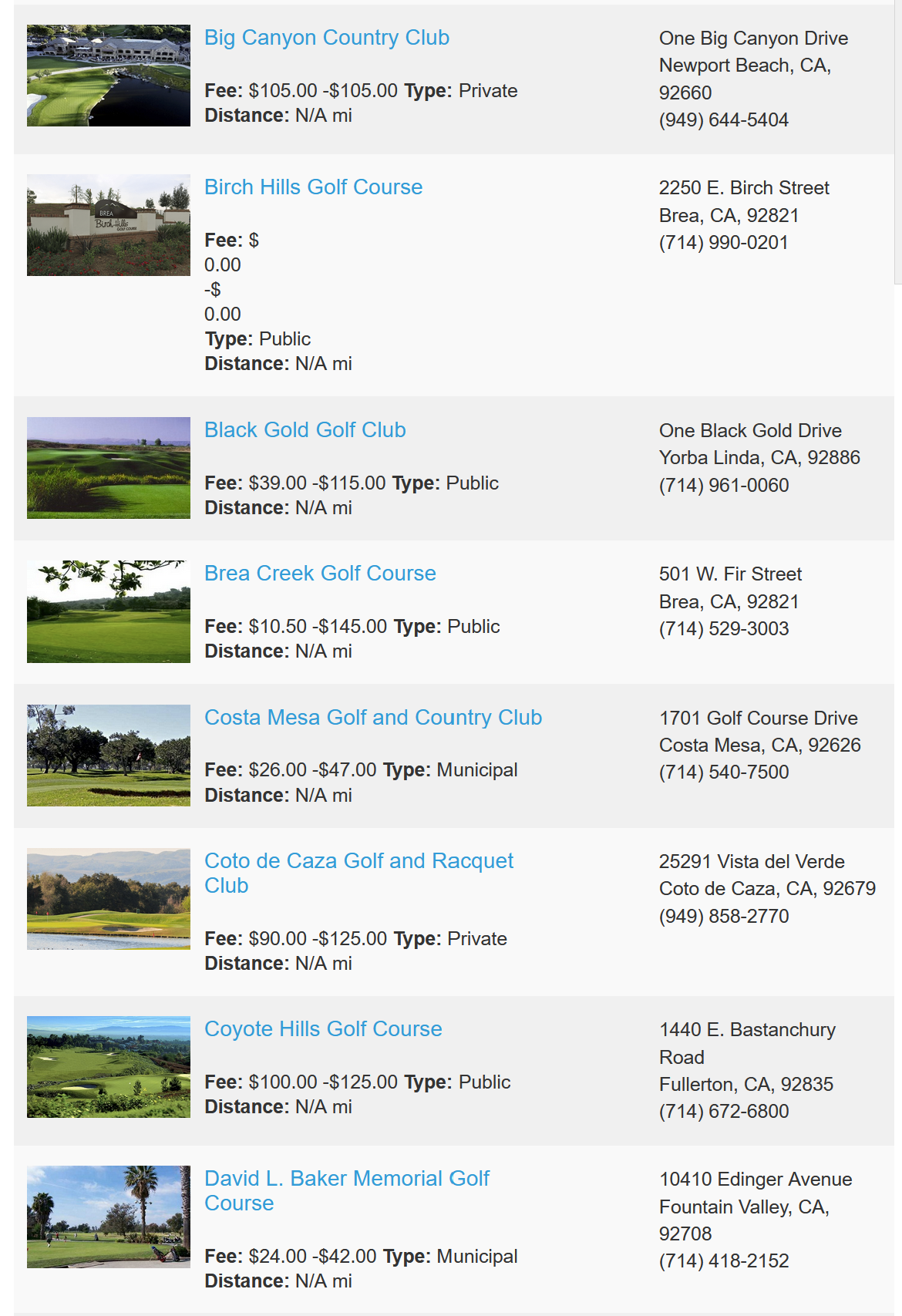
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| --- | --- |
| **Chris Mellen [CM]\*** | **Cinthya Carrillo [CC]\*** |
| **Jeffrey Hanzel [JH]\*** | **Chris Farrington [CF]\*** |
| **Anthony Zanotti [AH]\*** | **Ryan Sibley [RS]\*** |
| **Jessica Clark [JC]\*** | **Eric Decker [ED]\*** |
| **Yang, Emily [EY]\*** | **Brian Sybesma [BS]\*** |
| **Jeff Conrad [JC]\*** | **James Mansfield [JM]\*** |
| **David Lawson [DL]\*** | **Chris Farrington [CF]\*** |
| **John Sawyer [JS]\*** |  |

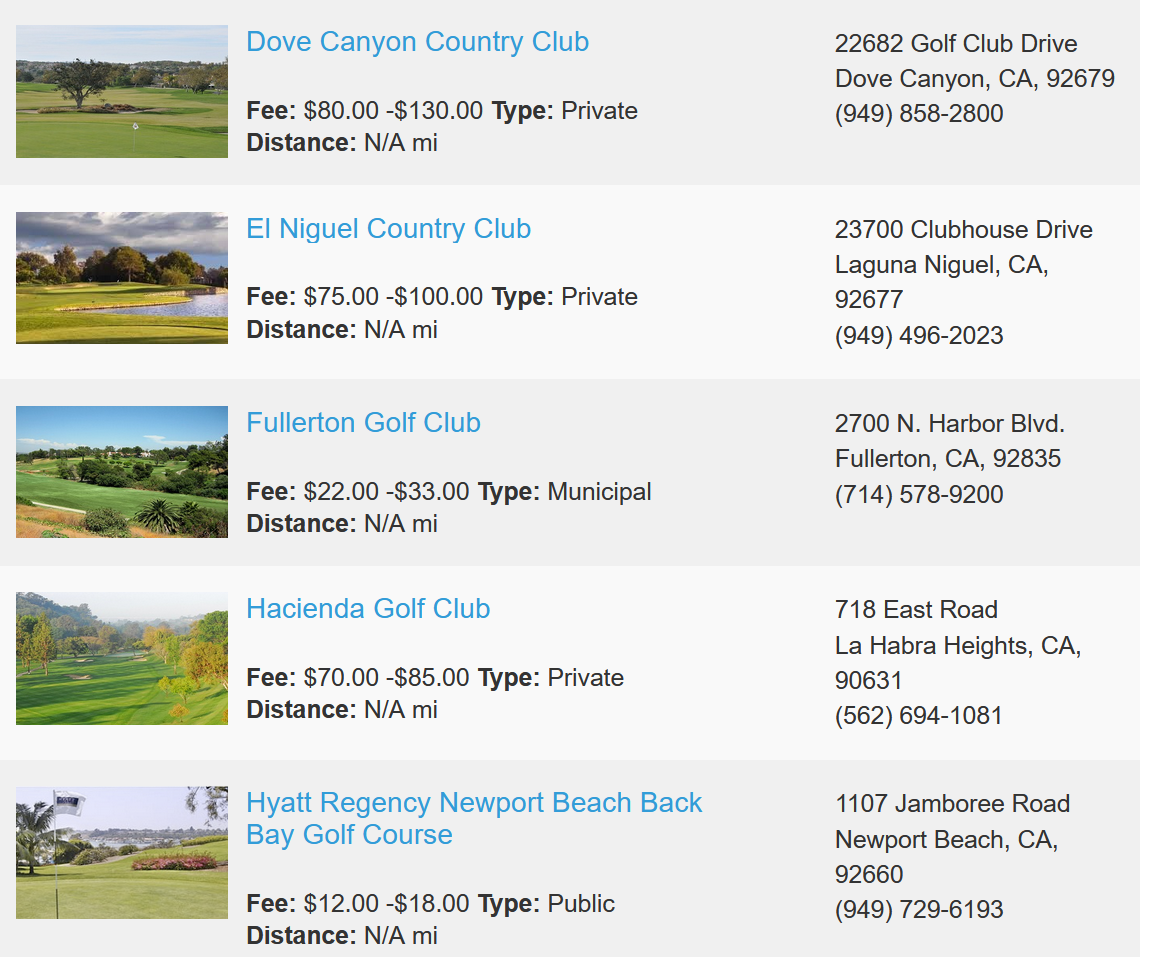
**List of Attachments**

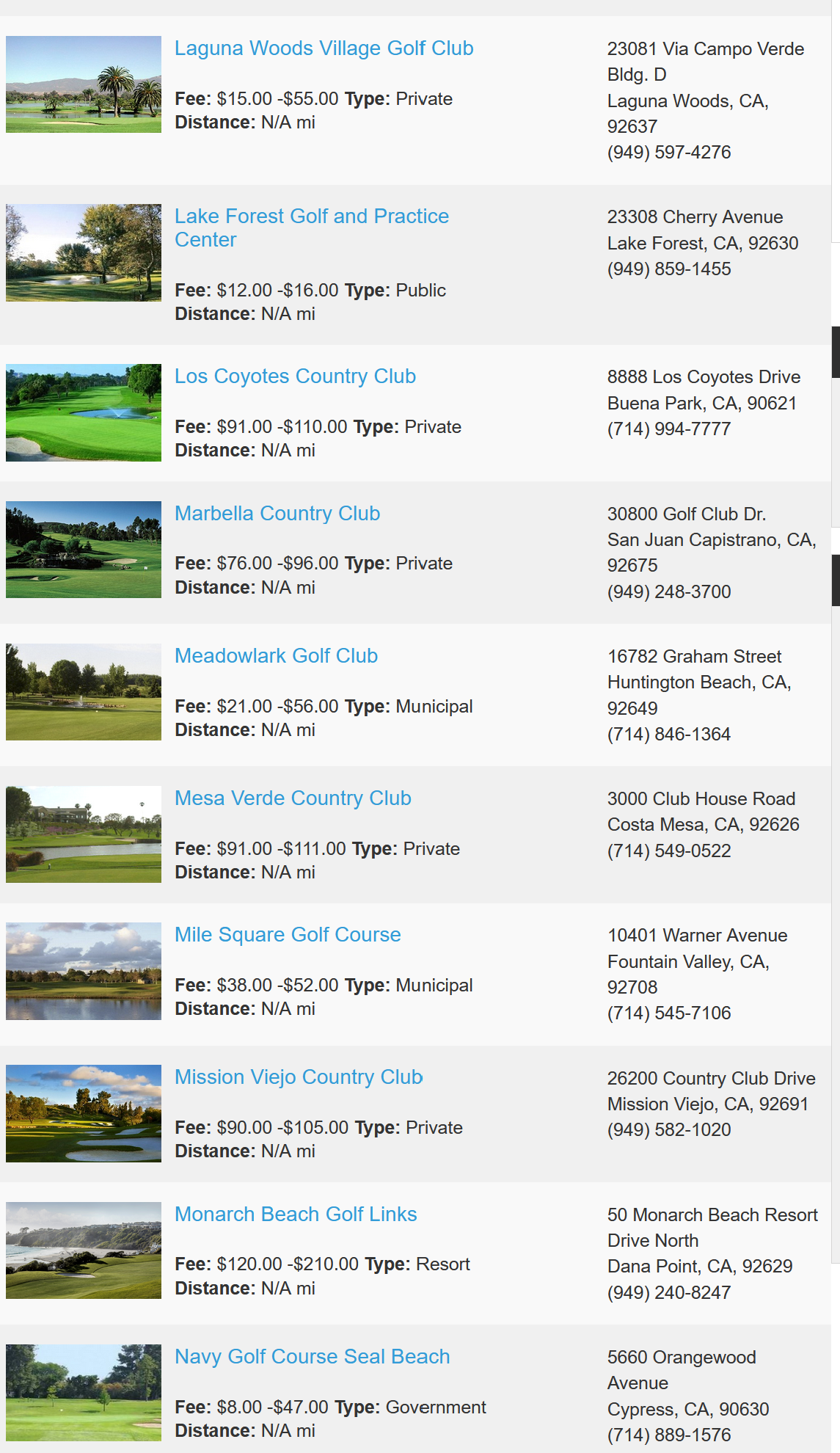
Attachment -1: OC Golf Courses List

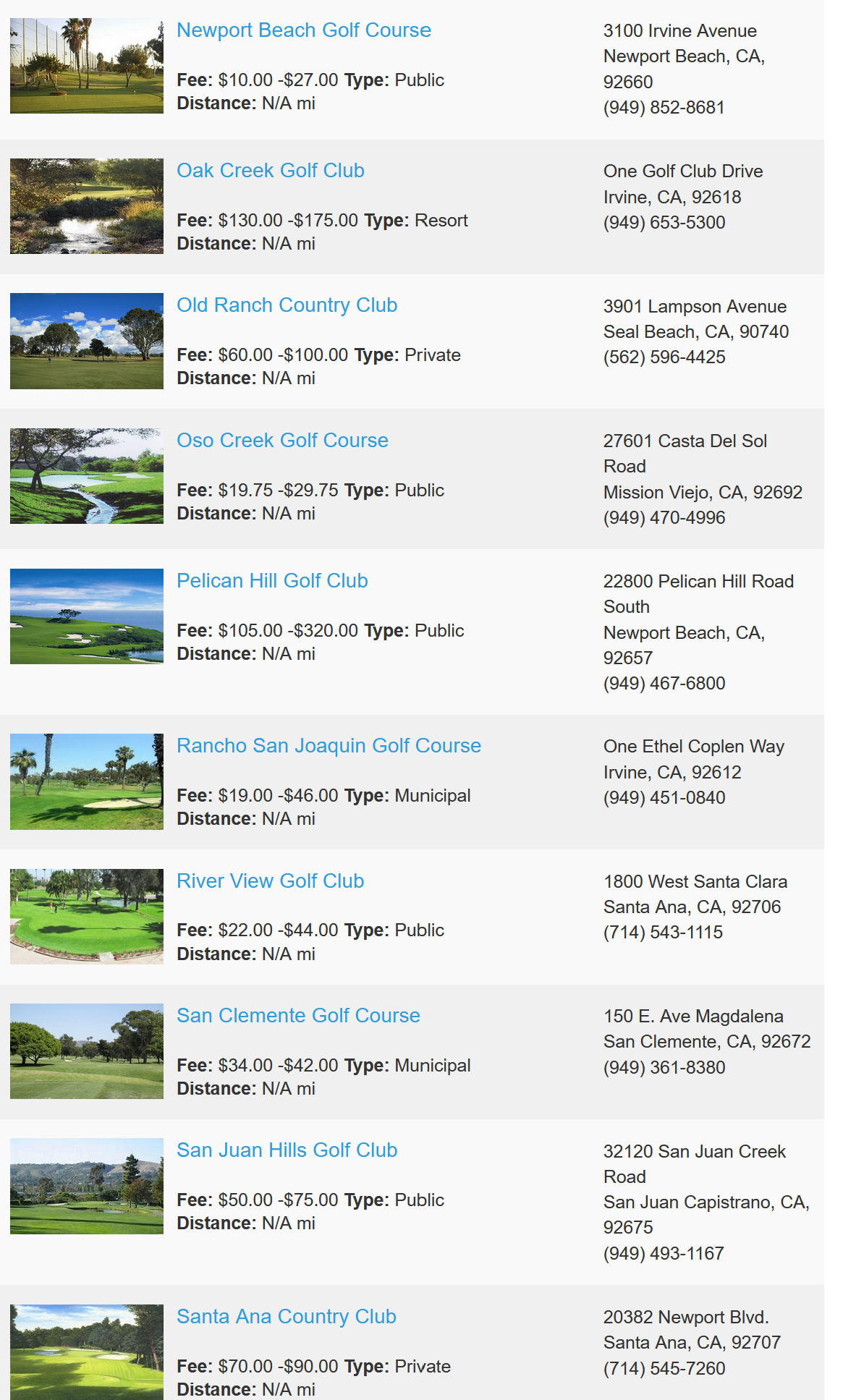
Attachment -1: OC Golf Courses List (51 total)

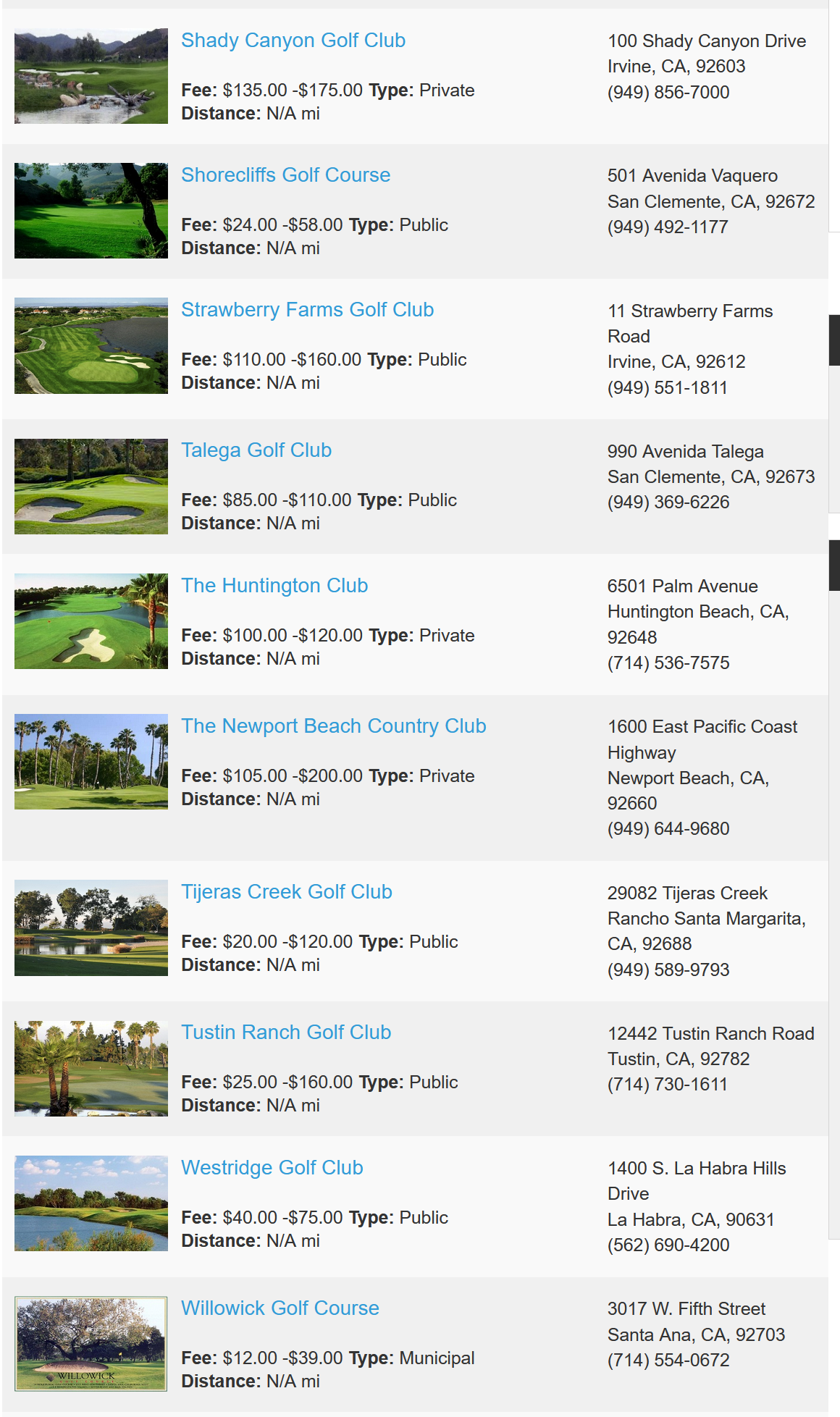
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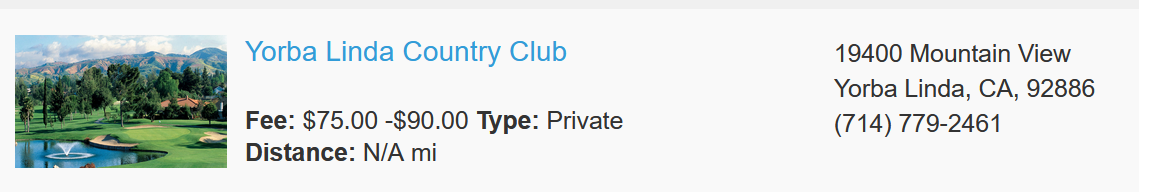
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