

# ASHRAE OE GOLF COMMITTEE MEETING MINUTES

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

September 4, 2024; Teams Meeting 12:00 PM

Event Reference	Continuing Business Description	Action Items (AI) / [STATUS]
Ref: 050824 – 1 <sup>st</sup> meeting agenda	<p><u>Subject:</u></p> <ul style="list-style-type: none"> <li>The tournament will be held 10/3/24 at Tustin Ranch CC.</li> <li>Chris is the new Tournament director (in training) supporting Jeff closely for 2024, taking reins for 2025.</li> <li>The ASHRAE OE Golf committee consists of the following members:               <ul style="list-style-type: none"> <li>Jeff H.: Current Director; Beverage Liaison.</li> <li>Jeff C.: BOG contact; men’s apparel design</li> <li>Jessica: Women’s apparel design.</li> <li>Emily: Women’s apparel design</li> <li>Anthony: Chapter President contact.</li> <li>Chris: New Golf Director for 2024.</li> <li>James Mansfield – not attending but interested.</li> </ul> </li> <li>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.</li> <li>Target revenue generation is \$30k net to Chapter.</li> <li>Sponsors <b>will not</b> be required to buy all raffle prizes – even though this was a vast improvement in cash flow from the past. <b>See reference below for Dinner Only raffle donation.</b></li> </ul>	<b>Historical Information only</b>
Ref: 052224- Liquor Service	<p><u>Subject:</u> Revised liquor serving plan for Sponsors</p> <ul style="list-style-type: none"> <li>Push back from some sponsors on price increase plus less service is problematic.</li> <li>Jeff is reaching out for insurance application to retain the service as what was provided in the past.</li> <li>Next week JH has to pull license / permit day use from Santa Ana (CA ABC).</li> </ul> <p><u>History:</u></p> <ol style="list-style-type: none"> <li>JC – we should have a liaison the effort with holes sponsors. JH will be liaison.</li> <li>160 golfers for 2 beverage carts is an issue. 4 carts would be better.</li> </ol>	JH will send out special events’ supplemental insurance application <b>[IN PROGRESS]</b>
Ref: 050824- Womens Apparel (WA)	<p><u>Subject:</u> Women’s clothing.</p> <ul style="list-style-type: none"> <li>Would prefer Travis Mathews; EY &amp; JC will review and make selections and send to JH. JH to send link. White dress is best choice. Order about 6 on pre-order.</li> <li>JH to check with Travis Mathews and get pricing.</li> <li>Send update to mailing list pics of apparel to be provided at a later date.</li> </ul>	<b>050824 WA - EY &amp; JC. [In Progress]</b>
Ref: 052224- Mens Apparel (MA)	<p><u>Subject:</u> Men’s clothing.</p> <ul style="list-style-type: none"> <li>JH to check with Travis Mathews and get pricing.</li> <li>JH to make final selection on style; input from others is encouraged but needs to be very soon to support selection deadlines.</li> <li>165 men’s shirts are normal order.</li> </ul>	<b>052224 MA - JH. &amp; JC. [In Progress]</b>

	<ul style="list-style-type: none"> <li>We will send out an update to the event mailing list with pics of apparel to be provided at a later date. Hopefully in the next couple of weeks.</li> <li>JH and JC to start reviewing online catalog at WillamMurray.com and provide suggestion to JH.</li> </ul>	
<b>Ref: 073024-Supplemental Insurance</b>	<p><u>Subject:</u> ref: Hanzel email 7/20/2024.</p> <ol style="list-style-type: none"> <li>Sponsor pricing and recruitment is a <b>PRIORITY</b> at this point.</li> <li>Once platinum sponsors are secured, JH will order logo golf balls.</li> <li>JH is applying for supplemental insurance. This to cover the Chapter and Individual to allow us to keep the same format as previous years. JH received significant pushback from Platinum Sponsors to pay the increased cost whilst taking away this benefit.</li> <li><b>Related to Ref: 052224-Liquor Service.</b></li> </ol>	<p>JH has sent an application for supplemental insurance; the broker is on vacation as of 8/1. JH will report the cost of insurance to the Team when received. <b>[In Progress]</b></p>
<b>Ref: 080124</b>	<p><u>Update on progress of above action items:</u></p> <ol style="list-style-type: none"> <li>Decision made on liqueur format: Same as last year – sponsors will have control over serving and supply.</li> <li>The decision is made on sponsor pricing for event flyer is final.</li> <li>Decision made on dinner only guests; donation of raffle prizes of \$75 or greater. The committee members are empowered to find additional raffle donations through business connections.</li> <li>JH has submitted a supplemental insurance application to cover him for liquor service. The broker is on vacation but should return the quotation shortly. [I am concerned how we will manage this process next year if JH is not available].</li> <li>Decisions made on apparel: Women’s dress selected; JH will select men’s polo from William Murray as well and solicit a quote.</li> <li>The Event flyer will be published and distributed on 8/1/24.</li> <li>Next meeting will be on 8/8 to discuss progress and current issues.</li> </ol>	<p>Information only</p>
<b>Ref: 080924</b>	<p><u>Updates on action items above:</u></p> <ol style="list-style-type: none"> <li>052224-Liquor Service.</li> <li>050824-Womens Apparel. Travis Mathew selection in striped polo dress. Ordering samples for Emily and Jessica, Carmen Davis. So, they can model for the event. No embroidery. JH will order today.</li> <li>052224-Mens Apparel; Spackler’s Shed polo is picked with embroidered sleeve logo for ASHRAE OE. JH will order Monday; last year’s numbers 160-170 units. XXL and XXXL were short last year.</li> <li>073024-Supplemental Insurance. JH is filling out supplemental waiver with application (for liquor licensing). Going out today. Next year – need to change venue to avoid licensing (Old Ranch CC in Seal Beach). TR is managed by Troon Golf which is mandating the insurance requirement.</li> </ol>	<p>Information only</p>
<b>Ref: 080924 - Financial</b>	<p><u>Finances: Discussion on liquidity from Chapter perspective.</u></p> <ol style="list-style-type: none"> <li><u>\$31,416 was last year’s payment to TR; need to get ready to pay in October.</u></li> <li><u>Ordering apparel on Monday; about \$8000.</u></li> <li><u>Constant contact – PayPal fees are getting expensive. We need to consider the future.</u></li> <li><u>No refunds for no show within 30 days of the event.</u></li> </ol>	<p>Information only</p>

	<ol style="list-style-type: none"> <li>5. <u>Rheem is not going to be a sponsor this year; opens up opportunities for others. Team to try and up sale companies into sponsorship. JH</u></li> <li>6. <u>Raffles – JH needs prizes; only 3 prizes come from LG. JH is still getting more. The Team needs to be plugging contacts for more prizes and coordinate with JH.</u></li> <li>7. <u>JH is still working on sponsors. The Team can help as well.</u></li> </ol>	
<p><b>Ref: 080924</b> – Future Tourney</p>	<p>Jeff C will talk to Christine Alvarado at Turner to get contact information for Old Ranch so CM can follow up. <b>Update 082824 – CM sent a request for tour and potential date of event for October 02, 2025.</b></p>	<p>JC to follow up.</p>
<p><b>Ref: 082824</b> –Discussion</p>	<ol style="list-style-type: none"> <li>1. <u>Review Action Items:</u></li> <li>2. <u>Jeff sent out insurance application; should hear back next week.</u></li> <li>3. <u>Old sponsors: Victaulic not yet responding (ruled out at this point). 4-foursomes missing.</u></li> <li>4. <u>JH needs to order sponsor golf balls this week, the deadline for platinum sponsors to get their logo in. Send notice to Jackson to send flyer indicating platinum sold out?</u></li> <li>5. <u>Signage: Need to get ordered; contact in SF Valley is dependable and quick.</u></li> <li>6. <u>Raffle Flyer: Jackson to update the 2021 raffle flyer (forwarded by CM) and send out for distribution. The Team will continue to solicit contacts for raffle.</u></li> <li>7. <u>Progress: 2 platinum, 6 gold, 8 silver. Total of 28 foursomes: Still a little short. 2 or three individuals are interested (no less than \$400).</u></li> <li>8. <u>Potential: US Air, Fergusons, Trane, Graves Golf. DB Sales.</u></li> <li>9. <u>New Sponsors / raffles: Reliable Controls (Casey Crown). Air Control Systems, NEBB. Reaching out to DMG. No response from ACCO. Trane not responding.</u></li> </ol>	
<p><b>Ref: 090424</b> –Discussion</p>	<ol style="list-style-type: none"> <li>1. Old Ranch Update: 144 golfers maximum, Mondays only for tourneys. Still waiting to receive pricing information and availability for September-November 2025. Followed up on 09/04/24.             <ol style="list-style-type: none"> <li>1.1. CM is working on a listing of courses in Orange Co.</li> </ol> </li> <li>2. Flyer for raffle prizes (original) cannot be located. Design a new flyer? Sibley or Sybesma may have developed this flyer – CM will follow up.</li> <li>3. Current enrollment: 31 foursomes (124), estimated shortfall is 36-40 based on some sponsors wavering or not responsive. There may be some other sponsors that initially committed but are backing out.             <ol style="list-style-type: none"> <li>3.1. Here are previous sponsors that are wavering, or just non-responsive this year.</li> <li>3.2. Trane (Typically has 2-foursomes in recent years)</li> <li>3.3. DB Sales (Sponsored when James and Amir were there (now Austin), but now Energex sponsors)</li> <li>3.4. DMG/Toro (Gold for as long as I remember, and now not thinking about sponsoring this year)</li> <li>3.5. Victaulic (Platinum for the past couple of years, and Gold for years prior. Not responsive)</li> </ol> </li> <li>4. Murray tournament is on Monday prior which is causing some sponsors to withdraw support this year.</li> <li>5. Golf ball order: Emily has CC for authorization; JH will send invoice so order can be placed this week.</li> <li>6. Golf cannon – confirmed.</li> </ol>	

	<ul style="list-style-type: none"> <li>7. Shirt delivery scheduled for 9/5.</li> <li>8. All members need to be soliciting raffle prizes and sponsors. CM to work with Jackson to put a distribution flyer together.</li> <li>9. Audit update: Pending final signatures. We need to keep good accounting maintenance this year to correctly code deposits and expenses.</li> </ul>	
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New/Future Busine. and Meeting Information	
Description:	
1.	The next scheduled Meeting is planned for: <b>09/04/24 Wednesday noon.</b>

**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:** \*Attending

Chris Mellen [CM]*	Cintha 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 - snapshot of current budget
- Attachment 2 - Sponsor snapshot
- Attachment 3 - Last Years Raffle Prizes
- Attachment 4 - 2023 Sponsors



Attachment 2 - Sponsor snapshot

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
#	Company	Type			Fees			Foursome Hole		Company	Beverage			
1	TEM	Gold	4000	Check	0		Registere	2						
2	Sigler	Platinum	7500	Credit Card			Registere	4	1	Rheem	Yes	Booze/Shots/Mixers		
3	Air Treatment	Platinum	7500	Credit Card		Paid	Registere	4	2					
4	Samsung	Silver	2000					1	3	TEM	Yes	Coors Light / Bud Light		
5									4					
6									5					
7									6	Dawson	Yes	Gatorade		
8									7					
9									8	Victaulic		Light Beer/Water/Gatorade		
10									8	JVD Promotions	No			
11									9					
12									10					
13									11	Air Treatment	Yes	Draft Beer		
14									12					
15									13	Mobile Air	Yes	Hard Seltzer		
16									14					
17									15	Sigler	Yes	Margarita		
18									16					
19									17					
20									18					
21														
22														
23														
24														
25														
26														
27														
28														
29														
30	On-Course Booth	TEM	1000	Check			Registered							
31		Hole Sponsor												
32		Hole-in-One Sponsor												
33		Closest to Pin Sponsor												
34	Musty Putters	Putting Contest Sponsor												
35		Long Drive Sponsor												
36	EsubK	Bloody Mary Bar Sponsor			0	Paid								

Attachment 3 - Last Years Raffle Prizes

DMG	1 LG Gaming Monitors	
EsubK	1 Silver Coin	
PCI	1 Golf Bag	
P&E Insulation	1 Go Pro	
Critical Air Technologies	1 \$150 Visa Gift Card	
Critical Air Technologies	1 Tommy Bahama Beach Gear	
Control Air	1 Ducks Tickets	
Samsung	1 JBL Bluetooth Speaker	
Samsung	1 JBL Bluetooth Speaker	
Samsung	1 Samsung Earbuds	
Dawson	1 Range Finder	
Victaulic	1 Sawz-All	
Victaulic	1 Bluetooth Speaker	
Victaulic	1 Air Pods	
ASHRAE-OE	1 State Parks Pass	
EsubK	1 Woodshed Bundle	
Pacific Venting	1 TV	
Mobile Air	1 Cobra Hybrid	
Mason West	1 Air Pods	
Mason West	1 Bluetooth Speaker	
DB Sales	1 Rams Soft Cooler	
DB Sales	1 Margherita Mixer Pack & Tumblers	
	20	
TEM	1 Putter	Awarded to Closest to the Pin Hole 3
Tustin Ranch	1 Foursome	Awarded to 1st Place Team

Attachment 4 - 2023 Sponsors

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
#	Company	Type			Fees			Foursome Hole		Company	Beverage					
1	TEM	Gold	3500 Check		0 Paid	Registered		2								
2	Sigler	Platinum	6000 Credit Car	282.8	Paid	Registered		4	1	Rheem	Yes	Booze/Shots/Mixers				
3	Air Treatment	Platinum	6000 Credit Car	282.8	Paid	Registered		4	2							
4	Enervex (Amir Sahlabadi)	Silver	400					1	3	TEM	Yes	Coors Light / Bud Light				
5	Trane (Adam Allmaras)	Silver	2000 Credit Car	44.3	Paid	Registered		1	4							
6	Dawson	Foursome	1750 Check		0 Paid	Registered		1	5							
7	Rheem	Platinum	6000 Invoice Sent 10/10			Registered		4	6	Dawson	Yes	Gatorade				
8	Trane (Dan Hill)	Silver	2000 Credit Car	94.8	Paid	Registered		1	7							
9	ISAT	Silver	2000 Invoice Sent 9/9			Registered		1	8	Victaulic		Light Beer/Water/Gatorade				
10	Victaulic	Platinum	6000 Credit Car	282.8	Paid	Registered		4	8	JVD Promotions	No					
11	Samsung	Silver	2000 Credit Car	44.3	Paid	Registered		1	9							
12	Sigler	Foursome	1750 Invoice Sent 9/9			Registered		1	10							
13	Western Allied	Gold	3500 Check		0 Paid	Registered		2	11	Air Treatment	Yes	Draft Beer				
14	R.F. MacDonald	Silver	2000 Check		0 Paid	Registered		1	12							
15	Critical Air Technologies		0					0	13	Mobile Air	Yes	Hard Seltzer				
16	DB Sales	Silver	2000 Credit Car	44.3	Paid	Registered		1	14							
17	RSD	Silver	2000 Credit Card		Paid	Registered		1	15	Sigler	Yes	Margarita				
18	ACCO	Silver	2000 Check		0 Paid	Registered		1	16							
19	Vertical Systems	Silver	2000 Credit Car	94.8	Paid	Registered		1	17							
20	Daikin	Silver	2000 Credit Car	94.8	Paid	Registered		1	18							
21	DMG / Toro-Aire	Gold	3500 Credit Car	77.6	Paid	Registered		2								
22	NSWC	Silver	2000 Credit Car	123	Paid	Registered		1								
23	Climatec	Silver	2000 Credit Car	44.3	Paid	Registered		1								
24	Schneider Electric (David Hodson)		0					0								
25	Dawson	On Course Booth	750 Check		0 Paid	Registered										
26	Mobile Air & Power Rentals	On Course Booth	750 Credit Car	16.8	Paid	Registered										
27	PCI	Silver	2000 Check		0 Paid	Registered		1								
28	Sunbelt (Lem Lachica)	Silver	2000 Check		0 Paid	Registered		1								
29	Trane (Mitch Hagen)	Foursome	1500 Credit Car	33.3	Paid	Registered		1								
30	Kinetics Noise Control		600													
31		Hole Sponsor														
32		Hole-in-One Sponsor														
33		Closest to Pin Sponsor														
34	Musty Putters	Putting Contest Sponsor														
35		Long Drive Sponsor														
36	EsubK	Bloody Mary Bar Sponsor	700 Check		0 Paid											