BOARD OF GOVERNORS MEETING NO. 2
Office of Chorley & Bisset Ltd.

* * * * * AGENDA * * * * *

2.0 Open Meeting
2.1 Secretary to read last Board of Governors Minutes.
2.2 Unfinished business arising out of Minutes.

✓ 2.3 TREASURER'S REPORT
   1. Peter Golem to give final report.
   2. Charles Clemence to table new budget.
   3. Discussion and set fee schedule for new year.

✓ 2.4 EDUCATION (Owen Glendon)

✓ 2.5 ENERGY MANAGEMENT (Gregg James)

✓ 2.6 HISTORIAN (Bert Fenner)

✓ 2.7 LEGISLATION (Peter van der Westen) (no report)

✓ 2.8 MEMBERSHIP (Dave Henry)

✓ 2.9 NEWSLETTER (Don Johnson)
   1. Needs newsletter items for newsletter at this meeting.
   2. Review Roster. Please provide list of new members joining or address changes.

✓ 2.10 NOMINATING (Cliff Morrison) (no report)

✓ 2.11 PROGRAM (John Kenney) (full report)

✓ 2.12 PUBLICITE (Bruce Schie) (some report)

✓ 2.13 RESEARCH PROMOTION (Ron Granger) (optional report)


✓ 2.15 TECHNICAL (Norm Clarke)

✓ 2.16 CRC ACTION (Ron Granger) (report)

✓ 2.17 CRC - HAMILTON 1986 (Don Johnson & John Kenney)
   May 15, 16, 17, 1985

✓ 2.18 CRC 1988 - LONDON CANADA CHAPTER - HOST (everyone)
   Peter Golem, Chairman
MINUTES
BOARD OF GOVERNORS MEETING
London Canada Chapter

MEETING DATE: 16 September 1985

CHAPTER: ______________

ATTENDANCE: MEMBERS: 10 GUESTS: 0 COMPILED BY: Peter Golem

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PRESENT: Don Johnson  
           Greg James  
           Norm Clarke  
           Ron Granger  
           Bert Fenner  

           Charles Clemance  
           Owen Glendon  
           Bruce Schie  
           Peter Golem  
           John Kenney

1. Called to order at 5:25 p.m.

2. Peter G. read minutes of 11 June meeting. Moved by Peter G. Seconded by Bruce S. Carried.

3. Peter G. reviewed summary of 1984/85 revenues and expenses. Cumulative surplus for the year was $550.06 with a total bank balance at 30 June, 1985 of $1,368.08.


5. After discussion on 1985/86 dues, Ron G. moved dues be: $100 for members, $15 for out-of-town members and $15 for all guests and out-of-town member meals. Seconded by Bert F. Carried.


8. Bert F. asked if an attempt could be made to locate the Chapter Charter.

9. No membership report.
10. John K. reported speaker arranged for September meeting. Ladies Night is open for suggestions. Expect April field trip to a Detroit location with Windsor Chapter. Probably Joe Olivieri for May meeting.

11. The video tape "What is ASHRAE" will be shown at September meeting.

12. Bruce S. reported London Free Press has published meeting night dates.

13. John K. reported the golf tournament was a financial success. 1986 tournament is set for 11 September. Bruce S. recommended soliciting prizes from equipment suppliers.

14. Adjourned at 7:00 p.m.
BOARD OF GOVERNORS MEETING

CHAPTER: London Canada Chapter

MEETING DATE: 15 October 1985

ATTENDANCE: MEMBERS 6 ; GUESTS 0 ; COMPILED BY Peter Golem

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Present: Don Johnson
           Peter Golem
           Dave Henry
           Greg James
           Charles Clemance

1. Meeting called to order at 5:20 p.m.

2. Peter G. read Minutes of 16 September meeting. Moved by Dave H., seconded by Charles C. CARRIED.

3. Treasurer's Report by Charles C.:

   Savings Account : $1,952.04
   Chequing Account : 1,361.31

   $3,313.35

   Modest number of membership dues already in. Moved by Charles C. Seconded by Peter G. CARRIED.

4. Membership Report by Dave H.:

   October Chapter Meeting will feature Walter Marcon of Honeywell and Jim Cooper of Specialized Energy Controls talking about Energy Management in the commercial market.

5. Greg J. Energy Management Report:

   - package of information received from region
   - ASHRAE display reserved for 24 - 28 Feb/86
   - starting plans for Engineering Week
   - anticipate topic of February meeting to be Energy Management Financing.

6. No report from all other committee chairmen.

7. Don J. reported that George Buckler may be attended the January Chapter Meeting. If so, there likely will be a Board of Governor's Meeting in the late afternoon just prior to the Chapter Meeting.
8. Don J. reported that John Kenney has proposed holding Ladies Night (24 November) at the Art Gallery with meal, gallery tour and demonstration by artist. Discussed and approved.

9. Adjourned at 6:25 p.m.
MINUTES

BOARD OF GOVERNORS MEETING

CHAPTER: London Canada Chapter

MEETING DATE: 11 November 1985

ATTENDANCE: MEMBERS 7 ; GUESTS 0 ; COMPILED BY John Kenney

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<table>
<thead>
<tr>
<th>SUGGESTED CHECK LIST OF ITEMS TO BE REPORTED</th>
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<tbody>
<tr>
<td>1. PRESIDING OFFICER</td>
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<tr>
<td>2. CALL TO ORDER (Time &amp; Place)</td>
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<tr>
<td>3. ROLL CALL</td>
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<td>4. APPROVAL OF MINUTES</td>
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<td>5. REPORTS</td>
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<td>6. ELECTION Members Officers</td>
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<td>7. OLD BUSINESS</td>
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<td>8. NEW BUSINESS</td>
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<td>9. SPEAKER</td>
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<tr>
<td>10. DISCUSSIONS</td>
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<td>11. MOTIONS</td>
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<tr>
<td>12. RESOLUTIONS</td>
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<tr>
<td>13. OTHER FEATURES</td>
</tr>
<tr>
<td>14. ADJOURNMENT</td>
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Present: Don Johnson
          John Kenney
          Charles Clemance
          Greg James
          Bert Fenner
          Bruce Schie
          Owen Glendon

1. Meeting called to order at 5:22 p.m.

2. Minutes of previous meeting were not available.


4. Charles C. to issue updated financial report this month.

5. Owen G. reported that Fanshawe College has dropped the Refrigeration Technology course. This will result in a 35% decrease in ASHRAE Student memberships locally.

6. Greg J. reported that he is working on having:
   - 2 entries into the building energy competition
   - ASHRAE available for Engineering Week in February
   - Mr. Adler, who is with Energy, Mines and Resources, (Federal Government) is our guest speaker at the 24 February meeting. He will give a general talk on Energy Savings programs and how to finance the implementation of such programs. It is hoped that enough interest will be generated to make an Energy Management Seminar feasible.

7. John Kenney reported that Ladies Night arrangements have been finalized as follows:
   - meeting place - London Art Gallery
   - catered by Friars Cellar
   - 6:30 p.m. cocktails
BOARD OF GOVERNORS MEETING
CHAPTER: London Canada Chapter
MEETING DATE: 11 November 1985
ATTENDANCE: MEMBERS 7, GUESTS 0, COMPILED BY John Kenney

DISTRIBUTION: Retain BLUE original for chapter files and mail GREEN copy to your Regional Chairman. Send WHITE copy to Manager, Membership Dept., ASHRAE, Atlanta, together with the YELLOW copy for "Journal" information.

7. - continued
   - 8:45 - 9:00 start of tour by Curator Debrane Esterbrook
   - 9:30 start of tour by artist Wayne Gelleyse of his one man show
     Total cost including room rental, speaker costs and meal of $34.80/couple.

8. Discussion took place regarding last meeting where 13 people who said they were coming, and did not show up. It was agreed that Don J. would write a letter to the membership for inclusion in the Newsletter.

9. It was noted that Bruce Schie has been appointed by Region to represent the London Chapter on the "R" in the ASHRAE committee.

10. Meeting adjourned at 6:00 p.m.
Present:  Don Johnson
         John Kenney
         Charles Clemance
         Gregg James
         Bert Penner
         Bruce Schie
         Owen Glendon

3.0  Meeting opened at 5:22 P.M.

3.1  Minutes of previous meeting were not available.

3.2  John Kenney to phone Highland and confirm no meeting there this month, November 25, 1985.

3.3  Charles to issue updated financial report this month.

3.4  Owen reports that Fanshawe College has dropped the Refrigeration Technologist course which will result in a 35% decrease in ASHRAE Student memberships.

3.5  Gregg James reports that he is working on having:
       - 2 entries into the building energy competition
       - Ashrae available for Engineering week in February
       - Mr. Adler, who is with Energy, Mines & Resources, (federal government) as our guest speaker at the Feb. 24 meeting.  He will give a general talk on Energy savings programs and how to finance the implementation of such programs.  It is hoped that enough interest will be generated to make an energy management seminar feasible.

3.10  John Kenney reported that ladies night arrangements have been finalized as follows: - Meeting Place London Art Gallery
         - Catered by Friars Cellar
         - 6:30 cocktails
         - 7:30 Dinner
         - 8:45 - 9:00 Start of Tour by Curator Debrane Esterbrook
         - 9:30 Start of Tour by artist Wayne Geliveyse of his one man show

         - Total cost including room rental, speaker costs, and meal of $34.80/couple

Discussion took place regarding last meeting where 13 people who said they were coming, and did not show up. It was agreed Don would write a letter to the membership for inclusion in the newsletter.

It was noted that Bruce Schie has been appointed by Region to represent the London Chapter on the "R" in Ashrae committees.

Prepared by

John Kenney
BOARD OF GOVERNORS MEETING

CHAPTER: London Canada Chapter
MEETING DATE: 13 January 1986

ATTENDANCE: MEMBERS 9 ; GUESTS 0 ; COMPILED BY Peter Golem

DISTRIBUTION: Retain BLUE original for chapter files and mail GREEN copy to your Regional Chairman. Send WHITE copy to Manager, Membership Dept., ASHRAE, Atlanta, together with the YELLOW copy for "Journal" information.

Present: Don Johnson
Bruce Schie
John Kenney
Greg James
Bert Penner

Ron Granger
Owen Glendon
Dave Henry
Peter Golem

1. Meeting called to order at 5:22 p.m.

2. Minutes of November meeting accepted as printed.

3. Treasurer's Report:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savings</td>
<td>$1,952.04</td>
</tr>
<tr>
<td>Current</td>
<td>2,288.89</td>
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<tr>
<td></td>
<td>$4,240.93</td>
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No outstanding expenses.
Moved by John K. Seconded by Ron G. CARRIED.

4. Education Committee Report:

- Local PDS Seminar - discussion. General agreement on problems related to putting on a series of 6 sessions. Some agreement that smaller, focused seminars could work. No decision - review at February meeting.

5. Energy Management Report:

- Plan on 2 energy management project entries in ASHRAE Competition.
- ASHRAE display ordered for Engineering Week.
- If significant non-ASHRAE people attend February meeting, then the meeting could be considered an Energy Management Seminar.
6. **Membership Committee Report by Dave H:**
   - New membership forms available. Much simpler than old form.

7. **Program:**
   - January meeting - Ken Scott, Director of Engineering for United McGill on Computer-Aided Duct Design. Len Swallow will introduce speaker.
   - Ron G. has slide/tape show for January meeting.
   - March - Student's Night.
   - April - field trip to U.W.O. Co-generation Plant. Meal at U.W.O. Stan Toal is the contact.
   - May - Dunham-Bush engineer to give general talk on screw compressor chillers.

8. **Publicity Committee Report by Bruce S:**
   - Western Ontario Business News has requested a concise statement of ASHRAE aims and objectives.

9. **Research Committee Report:**
   - Chapter goal - $2,300.
   - Mailout materials ready in a week or so.

10. **George Buckler** may attend February meeting.

11. **Peter G.** will contact Holiday Inn prior to next Board of Governor’s meeting regarding location of 1988 CRC.

12. **Meeting adjourned at 5:59 p.m.**
6.0 OPEN MEETING ✓
6.1 SECRETARY TO READ LAST BOARD OF GOVERNORS MINUTES.
6.2 UNFINISHED BUSINESS ARISING OUT OF MINUTES. ✓
6.3 TREASURER’S REPORT (CHARLES CLEMANCE) ✓
6.4 EDUCATION REPORT (OWEN GLENDON) ✓
6.5 ENERGY MANAGEMENT REPORT (GREG JAMES)
   1. ENGINEERING WEEK – WHITE OAKS MALL ✓
6.6 HISTORIAN/RECEPTION (BERT FENNER)
   1. PROBLEM OF PEOPLE NOT SIGNING IN. ✓
6.7 LEGISLATION REPORT (PETER VAN DER WESTEN) (NO REPORT) ✓
6.8 MEMBERSHIP REPORT (DAVE HENRY) ✓
6.9 NEWSLETTER (DON JOHNSON) ✓
6.10 NOMINATING (CLIFF MORRISON) (NO REPORT) ❌
   1. SHOULD PROBABLY HAVE CLIFF MORRISON ATTEND THE NEXT BOARD MEETING ✓
6.11 PROGRAM CHAIRMAN’S REPORT (JOHN KENNEY) ✓
   1. FEBRUARY'S PROGRAM – GREG JAMES ✓
   2. MARCH PROGRAM – STUDENT’S NIGHT – OWEN GLENDON ✓
   3. APRIL PROGRAM – COGENERATION PLANT TOUR – JOHN KENNEY ✓
   4. MAY PROGRAM – SCREW COMPRESSORS – JOHN/BRUCE ✓
6.12 PUBLICITY (BRUCE SCHIE) (ABSENT) ✓
6.13 RESEARCH PROMOTION (RON GRANGER) ✓
6.14 CRC ACTION (RON GRANGER) ✓
6.15 TECHNICAL (NORM CLARKE) ✓
6.17 CRC – LONDON 1988 (PETER GOLEM) ✓
7.0 OPEN MEETING

7.1 MINUTES Secretary to read last Board of Governors Minutes.

7.2 UNFINISHED BUSINESS arising out of Minutes.

7.3 TREASURER'S REPORT (Charles Clemanse)

7.4 EDUCATION (Owen Glendon) (report)
   1. Students Night
   2. Other

7.5 ENERGY MANAGEMENT (Gregg James) (report)
   1. Engineering Week ✔
   2. Other

7.6 HISTORIAN (Bert Penner)

7.7 MEMBERSHIP (Dave Henry) (report) 36 Students
   1. Status report

7.8 NEWSLETTER (Don Johnson)
   1. Needs more news items

7.9 NOMINATING (Cliff Morrison) (report)
   1. Next year's slate.

7.10 PROGRAM (John Kenney) (report)

7.11 PUBLICITY (Bruce Schie) (absent)
   1. Resignation is being tendered
   2. Do we fill slot now or wait for new Board of Governors?

7.12 RESEARCH PROMOTION (Ron Granger) (good report)

7.13 TECHNICAL (Norm Clarke) (report)

7.14 CRC ACTION (Ron Granger) N/K T LE BOYCE

7.15 REGIONAL CHAIRMAN (George Buckler) (report)
   1. Can Chapter get a new Charter?

7.16 CRC - HAMILTON 1986 (Don Johnson & John Kenney)
   1. May 14, 15, 16, 1986
   2. Maximum attendance by Chairmen & Board members

7.17 CRC 1988 - LONDON CANADA CHAPTER - HOST (everyone)
   John Kenney, Chairman

7.18 NEW BUSINESS