



ASHRAE GOLF TOURNAMENT



SEPTEMBER 15, 1983

AT

FANSHAWE GOLF & COUNTRY CLUB

TEE OFF TIMES AT 10 A.M. TO NOON

PRICE: GOLF & DINNER \$23.00
DINNER ONLY \$12.00

RESERVE EARLY - MAKE SURE YOU GET YOUR DESIRED TEE OFF TIME

RETURN TO: ASHRAE GOLF TOURNAMENT
c/o JOHN KENNEY,
809 DUNDAS STREET E.,
LONDON, ONTARIO
N5W 5P6

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AMOUNT ENCLOSED

NAME: _____ GOLF & DINNER _____ X \$23.00 = _____

ADDRESS: _____ DINNER ONLY _____ X \$12.00 = _____

NAMES OF GOLFERS IN YOUR FOURSOME: Preferred Tee-Off Time _____

1. _____ 2. _____

3. _____ 4. _____

LONDON CANADA CHAPTER OF ASHRAE

cordially

invites you and your companion to

CHARTER NIGHT

for

THE WINDSOR ONTARIO CHAPTER OF ASHRAE

GUEST SPEAKER: Richard P. Perry
Ashrae President
1983 - 84

ON SATURDAY NOVEMBER 19TH, 1983

PLACE: HOLIDAY INN
480 RIVERSIDE DRIVE WEST
WINDSOR, ONTARIO, CANADA
TELEPHONE (519) 253 - 4411

RECEPTION: 6:00 PM
DINNER: 7:30 PM
DANCING: 9:30 TO 1:00 AM

TWENTY DOLLARS PER PERSON FORTY DOLLARS PER COUPLE

PLEASE REPLY BEFORE OCT.14, 1983



AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.

LONDON CANADA CHAPTER / P.O. 653 / LONDON, ONTARIO N6A 4Y4

MEMO TO:-

ALL COMMITTEE CHAIRMEN

Dated:-

Subject:-

From:-

April 18th, 1984

1983 - 1984 CRC Reports

Walter P. Lucas
President

Please find enclosed a copy of the report filed last year for your particular Committee. Please use only as a guideline to complete your reports to the 1983 - 1984 ASHRAE Year.

I would like all your reports completed and to my attention by April 27th, 1984 at the latest.

If you have any questions, please do not hesitate to contact me.

Yours truly,

ASHRAE

Walter P. Lucas
President

WPL:j
Encls.

Bert Fenner - Reception Committee :-

ASHRAE LONDON CANADA CHAPTER
RECEPTION COMMITTEE REPORT

DATED: APRIL 25, 1983

MEETING ATTENDANCE	MEMBERS	GUESTS	STUDENTS
Sept. 27, 1982	31	11	
Oct. 25, 1982	23	11	
Nov. 22, 1982	11	20	
Jan. 27, 1983	28	7	
Feb. 28, 1983	29	16	
Mar. 28, 1983	24	6	2
Apr. 25, 1983	32	31	2
May 30, 1983			
TOTAL	178	102	4

AVERAGE

PAOE OBJECTIVE:

AVERAGE YTD:

ATTENDANCE FACTOR:

PAOE PTS. YTD.:

H. Fenner
Chairman,
Reception Committee



INTER-OFFICE MEMO

Date:- February 24th, 1984

RE: P A O E Report

c.c. Peter Golem
Len Swallow (2)
John Kenney
Ray Payne
Ron Granger
Bruce Schie
Dick Palser
Bert Fenner

Gentlemen:

Attached is a copy of a Report Sheet which you all received at the beginning of the ASHRAE Year. As Committee Chairman, it is your duty to report monthly using this form as a vehicle to keep me updated regarding the progress of your particular committee.

With only one exception these reports have been non-existent.

Before our next Board of Governors Meeting which is on March 19th, 1984, I would like you to prepare this Report and bring it with you to the meeting. This will permit me to start my report for CRC which must be well underway during April.

Your co-operation in this matter is anticipated and I would like to thank you in advance.

Yours truly,

Walter P. Lucas
President
London, Canada Chapter

WPL:j
Encl.

ASHRAE LONDON CANADA CHAPTER
RECEPTION COMMITTEE REPORT
DATED:

MEETING ATTENDANCE	MEMBERS	GUESTS	STUDENTS
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Sept. 26, 1983

Oct. 24, 1983

Nov. 28, 1983

Jan. 23, 1984

Feb. 27, 1984

Mar. 26, 1984

Apr. 30, 1984

May 28, 1984

TOTAL:

AVERAGE:

PAOE Objective:

Average YTD:

Attendance Factor:

PAOE Ptd. YTD:

H. Fenner,
Chairman,
Reception Committee

BOARD OF GOVERNORS MEETING

DATE: March 19, 1984

LOCATION: Engineered Air Ltd., 809 Dundas Street East

TIME: 5:15 - 6:30 PM

AGENDA

- ✓ 1. Minutes of previous meeting D. Johnson
- ✓ 2. Business arising from the minutes
- ✓ 3. Treasurer's Report J. Kenney
4. Committee Reports:
 - ✓ Education P. Golem
 - ✓ Energy Management L. Swallow
 - ✓ Membership R. Payne
 - ✓ Program R. Granger
 - ✓ Publicity B. Schie
 - ✓ Research Promotion D. Palser
 - ✓ Technical L. Swallow
 - Other Committees Wishing to Report
- ✓ 5. PAOE Review W. Lucas
- ✓ 6. Performance Evaluation W. Lucas
- i 7. Other Business *CRC contact Party D Non R. 50⁰⁰
on top of TAX 150/hel. 72⁰⁰/night
75⁰⁰ registration 35⁰⁰*
8. Adjourn

Please advise W. Lucas (685-0400) if unable to attend.

ASHRAE LONDON CANADA CHAPTER

B. COMMITTEE CHAIRMEN RESPONSIBILITIES

1. GENERAL - ALL COMMITTEES

- (a) Attend each Board of Governors meeting.
- (b) Prior to Aug. 17:
 - establish committee goals for each target date (corresponding to each Board of Governors meeting)
 - enlist the membership required for the committee from chapter members
 - prepare a list of potential topics and speakers for the committees' chapter night program to be reviewed by the Board of Governors
- (c) Prior to each meeting of the Board of Governors:
 - prepare committee report
 - evaluate committee goals in light of present achievements
 - re-establish committee goals
- (d) Prior to April 27:
 - prepare and submit written report on committees activities for inclusion in the chapters CRC report
- (e) Hold committee meetings as required throughout the year.

2. EDUCATION COMMITTEE

- (a) Assume responsibility for program of Chapter meeting March 26. Obtain speaker of national or international status.
- (b) Arrange papers competition with faculty members of the various institutions prior to Nov. 21. Competitions may be divided according to individual institutions or according to the course of study at each institution. Eg. separate competitions at Fanshawe, UWO and U of W OR competition between students of UWO and U of W and separate competition at Fanshawe.
- (c) Arrange judging panel if required by faculty liaison for each competition.
- (d) Undertake responsibilities dictated by society.

10. RECEPTION COMMITTEE

- (a) Maintain a record of meeting attendance through the vehicle of the Guest Book.
- (b) Encourage members to introduce themselves to each other and to guests and to associate freely during the social hour.

11. SPECIAL EVENTS COMMITTEE

- (a) Organize the annual Sports Day held in September of each year.
- (b) Participate in the organization of a program for Ladies Night November 23, 1983.
- (c) Promote the social aspects of chapter membership.

12. TECHNICAL COMMITTEE

- (a) Solicit and provide space for table top displays at each meeting as approved by the Board of Governors.
- (b) Provide technical data for discussion at each chapter meeting.
- (c) Prepare technical articles for publication.
- (d) Conduct workshops prior to chapter meetings.

13. HISTORIAN

- (a) Receive minutes of all meetings, copies of all announcements and articles printed or broadcast, and all photographic records of chapter events.
- (b) Arrange and maintain chapter records in a suitable manner.
- (c) Provide chapter liason with John Fox, P.Eng.

14. NEWSLETTER COMMITTEE

- (a) Ensure that each newsletter is printed and mailed to area members before the Board of Governors meeting preceeding each chapter meeting.
- (b) Co-operate with the Membership Committee in the preparation of the roster.
- (c) Co-operate with the Treasurer in the issuing of invoices for annual membership dues.

*Peter -
Fangyurfile*

31 August 1983

File: ASHRAE

Consignment Supervisor
ASHRAE Publication Sales
ASHRAE
1791 Tullie Circle N.E.
Atlanta, Georgia 30329
U.S.A.

Re: Fundamentals Handbook Consignments

Dear Sir:

For the past two years I have handled the consignments of Fundamentals Handbooks for student members at the University of Western Ontario and Fanshawe College. I would like to replenish my stock for the upcoming academic year.

Last year was a poor year for student members. The total was only 24. I have 10 handbooks left over from last year. Assuming that membership will be about the same as last year, could you arrange to send me a consignment of 15 handbooks.

Yours sincerely,

PJG:dg

Peter J. Golem
Education Chairman
ASHRAE London Canada Chapter

22 September 1983

Consignment Supervisor
ASHRAE Publication Sales
ASHRAE
1791 Tullie Circle N.E.
Atlanta, Ga.
U.S.A. 30329

Re: Fundamentals Handbook Consignments

Dear Sir:

On 31 August I wrote to request a shipment of 15 handbooks on consignment. The first 8 arrived yesterday. Thanks for the quick response.

Student membership sales are going better than I had expected. I already have more students planning to apply than I have books for. Thus, could you please arrange to send me 15 additional consignment handbooks.

Yours sincerely,

PJG/11

Peter J. Golem, P. Eng.
Education Chairman
ASHRAE London Canada Chapter
521 Colborne Street
London, Ontario
Canada N6B 2T6

26 October 1983

Mrs. Tina Phagan
Handbook Coordinator
ASHRAE, Inc.
1791 Tullie Circle N.E.
ATLANTA, GA 30329

Re: Handbook Consignments

Dear Mrs. Phagan:

Enclosed is the handbook inventory sheet which you sent me earlier in the month. The 20 handbooks were not all, in fact, in my possession on 3 October. Some were in transit and arrived a couple of days later.

My last two requests for books on consignment have arrived by air to Toronto and then by truck to London. The air freight costs were evidently paid at the other end. However, the truck freight costs were not. I have had to pay \$35.05 (approximately US \$28.50) for each of the last two orders. I have paid this amount out of my own company's accounts. Receipts are enclosed. I would appreciate reimbursement payable to Chorley & Bisset Ltd.

Although the air freight/surface freight method gets the books here faster, I prefer the usual mail process of transfer. Not only do we avoid the high freights costs, but also the books come right to my door. Using the freight method, I had to go down to the freight depot, pay the charges, and then process the books through customs. All this time, effort and money can be avoided by using the mails. In September I got a consignment order in about 3 weeks by mail. I found this quite acceptable.

Yours sincerely,

PJG/deg
Encl:

Peter J. Golem, MAsc P.Eng.
Education Chairman
London Canada Chapter

21 January, 1983

ASHRAE Membership Department
1791 Tullie Circle N.E.
Atlanta, Georgia
30329

Re: Student Memberships

Dear Sirs:

Enclosed please find 9 student membership applications. Eight of these are for students at Fanshawe College, and one is a student at the University of Western Ontario.

Yours sincerely,

PJG/jk

Peter Golem
Education Chairman
London Canada Chapter

28 September 1983

Consignment Supervisor
ASHRAE Publication Sales
ASHRAE
1791 Tullie Circle, N.E.
ATLANTA, Georgia
U.S.A. 30329

Re: Fundamentals Handbook Consignment

Dear Sir:

I have been pleasantly surprised by the interest of prospective student members. I have already ordered 30 handbooks (c.f. my letters of 31 August and 22 September 1983).

The instructors tell me that I can expect several more applications. Could you arrange to send yet another 16 handbooks.

Please accept my apologies for my piecemeal ordering methods. I have been trying to avoid being left with too many books.

Yours sincerely,

PJG/deg

Peter J. Golem, P.Eng.
Education Chairman
ASHRAE London Canada Chapter
521 Colborne Street
LONDON, Ontario
Canada N6B 2T6

28 September 1983

Consignment Supervisor
ASHRAE Publication Sales
ASHRAE
1791 Tullie Circle, N.E.
ATLANTA, Georgia
U.S.A. 30329

Re: Fundamentals Handbook Consignment

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The instructors tell me that I can expect several more applications. Could you arrange to send yet another 16 handbooks.

Please accept my apologies for my piecemeal ordering methods. I have been trying to avoid being left with too many books.

Yours sincerely,

PJG/deg

Peter J. Golem, P.Eng.
Education Chairman
ASHRAE London Canada Chapter
521 Colborne Street
LONDON, Ontario
Canada N6B 2T6

26 January, 1984

ASHRAE Membership Department
1791 Tullie Circle N.E.
ATLANTA, Georgia
30329

Re: Student Membership Application

Dear Sirs:

Enclosed is a Student Membership application for a student at Fanshawe College.

This student has received a handbook.

Yours sincerely,

PJG/jk
Encl.

Peter J. Golem, MASC P. Eng.
Education Chairman
London Canada Chapter

6 January 1984

ASHRAE Membership Department
1791 Tullie Circle N.E.
ATLANTA, Georgia 30329
U.S.A.

Re: Student Membership Applications

Dear Sirs:

Enclosed are 2 Student Membership applications for
students at Fanshawe College.

These students have received handbooks.

Yours sincerely,

PJG/deg
Encls:

Peter J. Golem, MASC P.Eng.
Education Chairman
London Canada Chapter

28 November 1983

ASHRAE Membership Department
1791 Tullie Circle N.E.
ATLANTA, Georgia 30329
U.S.A.

Re: Student Membership Applications

Dear Sirs:

Enclosed are 7 Student Membership applications for students at Fanshawe College and 1 application for a student at the University of Western Ontario.

All these students have received handbooks.

Yours sincerely,

PJG/deg
Encls:

Peter J. Golem, MASc P.Eng.
Education Chairman
London Canada Chapter

5 October 1983

ASHRAE Membership Department
1791 Tullie Circle N.E.
ATLANTA, Georgia 30329
U.S.A.

Re: Student Member Applications

Dear Sirs:

Enclosed are 3 additional student membership application forms. These are students in Mechanical Engineering at the University of Western Ontario.

I have indicated that these students have received their handbooks. My second consignment arrived on 30 September. Now all of the student applicants at the University have received their handbooks.

Yours sincerely,

PJG/deg
Encls:

Peter J. Golem, MASc P.Eng.
Education Chairman
ASHRAE London Canada Chapter

4 February, 1983

Prof. J. D. Tarasuk
Faculty of Engineering Science
The University of Western Ontario
London, Ontario
N6A 5B9

Re: Student Projects Relavent to ASHRAE

Dear John:

I am still planning on selecting about two of the top student projects. I would hope to have the students present their projects at the ASHRAE Chapter Meeting, 28 March, 1983. We would award an appropriate certificate at that time.

Please call me at 679-8660 to discuss arrangements. I am probably more easily reached than you are.

Yours sincerely,

PJG/jk

Peter J. Golem, MASC P. Eng.

23 March, 1983

Mrs. Doreen Dinsdale
Administrative Officer
Faculty of Engineering Science
Office of the Dean
The University of Western Ontario
London, Ontario
N6A 5B9

Re: E.S. 400 Project Presentations

Dear Mrs. Dinsdale:

I found it quite interesting attending the presentations of E.S. 400 Projects on 8 March, 1983. Some of the projects were quite well done and showed evidence of a creative spirit.

The two students whom I judged to be the best were Bryan Aitken and David Naylor. I have invited the two of them to share their presentations with the London Canada ASHRAE Chapter at our regular meeting on 28 March.

Please convey my appreciation to all students who participated, and all others who made it possible for ASHRAE to be involved with your activities at UWO.

Yours sincerely,

PJG/jk

Peter J. Golem, MAsc P. Eng.
Education Committee Chairman
ASHRAE London Chapter

19 October, 1982

ASHRAE Membership Department
1791 Tullie Circle N.E.
Atlanta, Georgia
30329

Re: Student Membership Applications

Dear Sirs:

I am enclosing 15 student membership applications for students at the University of Western Ontario. Although their faculty member checked off that they had not received their Fundamentals, I have since distributed the handbooks and have noted this on the application forms.

Yours sincerely,

PJG/jk

Peter J. Golem
Education Committee Chairman
London Canada Chapter

Encl.

521 Colborne Street
LONDON, Ontario
N6B 2T6

30 August 1982

Mr. Len Swallow
Mechanical Department
Fanshawe College
P.O. Box 4005, Terminal C
LONDON, Ontario
N5W 5H1

Re: ASHRAE Student Memberships

Dear Len:

I have sent off for a consignment order of the ASHRAE Handbook of Fundamentals. Like last year, I am having the books mailed in bulk to me. I have assumed that there may be about 15 or so of your students interested in membership and a handbook.

This year student memberships have two possible rates:

- .1 Membership plus ASHRAE Journal : \$ 8 US
- .2 Membership plus Journal plus Handbook : \$20 US

I will let you know when the handbooks arrive.

Yours sincerely,

PJG/deg

Peter J. Golem, MAsc P. Eng.
ASHRAE Education Committee Chairman
London Canada Chapter

521 Colborne Street
LONDON, Ontario
N6B 2T6

30 August 1982

Professor J. D. Tarasuk
Faculty of Engineering Science
The University of Western Ontario
LONDON, Ontario
N6A 5B9

Re: ASHRAE Student Memberships

Dear Dr. Tarasuk:

I have sent off for a consignment order of the ASHRAE Handbook of Fundamentals. Like last year, I am having the books mailed in bulk to me. I have assumed that there may be about 15 or so of your students interested in membership and a handbook.

This year student memberships have two possible rates:

- .1 Membership plus ASHRAE Journal : \$ 8 US
- .2 Membership plus Journal plus Handbook : \$20 US

I will let you know when the handbooks arrive.

Yours sincerely,

PJG/deg

Peter J. Golem, MASc P. Eng.
ASHRAE Education Committee Chairman
London Canada Chapter

521 Colborne Street
LONDON, Ontario
N6B 2T6

30 August 1982

ASHRAE Student Membership Department
ASHRAE
1791 Tullie Circle, N.E.,
ATLANTA, Georgia 30329
U.S.A.

Re: Fundamentals Handbooks by Consignment

Dear Sirs:

The consignment arrangement for handbooks worked very well last year. I still have a small number of books from last year. Looking at the records from last year, I anticipate the need for about 25 additional handbooks. Could you please forward this number at your earliest convenience.

I would also appreciate receiving about 50 current student membership application forms.

Yours sincerely,

PJG/deg

Peter J. Golem, MASC P. Eng.
Education Committee Chairman
London Canada Chapter

521 Colborne Street

LONDON, Ontario

N6B 2T6

30 August 1982

Mr. Robert Phillips
ASHRAE
1791 Tullie Circle, N.E.,
ATLANTA, Georgia 30329
U.S.A.

Re: ASHRAE Systems Handbooks

Dear Mr. Phillips:

On 18 June 1982, I wrote to you regarding my interest in obtaining a consignment of Systems handbooks for Len Swallow, an instructor at Fanshawe College. The beginning of the new school term is fast approaching, and I would like to be assured that this arrangement is feasible.

Len Swallow has informed me that a consignment of 15 books would be satisfactory. I would look after distribution and payments for the books.

If there is a problem with this, please let me know as soon as possible.

Yours sincerely,

PJG/deg

Peter J. Golem, MAsc P. Eng.
Education Committee Chairman
London Canada Chapter

28 September 1983

ASHRAE Membership Department
1791 Tullie Circle N.E.
ATLANTA, Georgia 30329
U.S.A.

Re: Student Member Applications

Dear Sirs:

Enclosed are 33 student member applications for students at the University of Western Ontario. Their instructor is Prof. John Tarasuk.

On 25 of the applications I have indicated that the students have received their handbooks. On the remaining 8, I have checked neither box. These students have not received handbooks, but will receive them as soon as my new consignment arrives. I expect that in 2 to 3 weeks.

Yours sincerely,

PJG/deg
Encls:

Peter J. Golem, MAsc P.Eng.
Education Chairman
ASHRAE London Canada Chapter