

Vince Donato

Gregg James

Peter Golem

Charles Clemence

Bert Fenner

Darrall Boyce

John Reid

1. Peter moved membership dues are \$110.00. Out of town members \$20.00. Guest meals will be \$15.00, Student members \$7.00 per meeting. Bert Fenner Seconded.
2. Board of Governors meetings should be set for three weeks prior to the Chapter Meeting on Monday nights at 4:30 PM.
3. Newsletter should be put in the mail two weeks prior to Chapter meeting.
4. We are out of prizes for Chapter speakers. We will continue to use the ASHRAE CROSS PEN. Greg James to call Debra Kennedy - Foster and have eight pens brought up to London CRC by a Society Officer.
5. Greg James moved that we pay for registration of delegate and alternate for CRC plus miscellaneous expenses. Seconded by Vince Donato
6. The cost of Members and Spouses for CRC Second City Night and Ascot Night, will be \$45.00 per couple per night. For Chapter attendees to the CRC. The wives can attend either night for \$22.50.
7. Vince pointed out that we should be doing something to spruce up the newsletter. Personal news of members, President's letter, Choose a month for each Chairman to write an article each month.

8. Mid year we should discuss the possibility of Society - collecting Chapter dues.
9. Nominations for Region II positions coming open this year. John Bisset was suggested as a possibility to be nominated. Cliff Morrison and Don Johnson were listed as additional possible nominees. Peter Golem will look into this.
10. Peter Golem moved, John Reid seconded.

MINUTES

CHAPTER : ASHRAE LONDON CHAPTER MEETING DATE : NOVEMBER 14, 1988

ATTENDANCE : MEMBERS _____ ; GUESTS _____ ; COMPILED BY TOM DRENNAN

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

SUGGESTED
CHECK LIST OF ITEMS
TO BE REPORTED

1. PRESIDING OFFICER
2. CALL TO ORDER
(Time & Place)
3. ROLL CALL
4. APPROVAL OF MINUTES
5. REPORTS
6. ELECTION
Members
Officers
7. OLD BUSINESS
8. NEW BUSINESS
9. SPEAKER
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white copy)
10. DISCUSSIONS
11. MOTIONS
12. RESOLUTIONS
13. OTHER FEATURES
14. ADJOURNMENT

Present

| | |
|-------------|------------|
| P. Golem | P. Ziebart |
| J. Reid | B. Fenner |
| G. James | D. Boyce |
| C. Clemance | T. Drennan |

1. Reading of minutes, moved accepted by T. Drennan, seconded by G. James, accepted.
2. Audit committee to be formed, headed by Don Johnson.
3. C. Clemance to contact G. Buckler with regards to \$1500.00 U.S. C.R.C. money.
4. University of Western Ontario student chapter first meeting held today. Forty students present.
5. Committee Reports:
 - Energy - Seminał scheduled for March/April.
 - Education - D. Boyce present G. James ASHRAE video "World of Energy and Alternate Fuels".
 - Membership - C. Clemance to contact Bill Reynolds with regards to becoming chairman.
 - Refrigeration - General discussion with regards to direction.
 - Research Promotion - P. Golem has already received \$50.00 donation.

MINUTES

CHAPTER : ASHRAE LONDON CHAPTER MEETING DATE : NOVEMBER 14, 1988

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9. Twenty six members have paid chapter dues.
P. Golem to give D. Boyce additional invoices.
10. G. James moved that table top fees be raised to \$75.00 and to include one dinner, P. Golem seconded, accepted.
11. D. Boyce moved that a draw to be held for ASHRAE at each chapter meeting. Seconded by John Reid, accepted.
12. Product show , general discussion, G. James to Grant Myles and Kirk Flowers to chair a committee.
13. May meeting will be a tour of the Cami Plant in Ingersoll.
14. P. Golem moved adjournment at 6:30 PM, seconded by J. Reid.

Current 7003.96

Savings 3018.75

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.
 1791 Tullie Circle, N.E.
 Atlanta, Georgia 30329

MINUTES

CHAPTER: ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING DATE: JAN 16, 1989

ATTENDANCE: MEMBERS _____; GUESTS _____; COMPILED BY _____

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| SUGGESTED CHECK LIST OF ITEMS TO BE REPORTED | C. Clemance | B. Reynolds | D. Boyce |
|--|-------------|-------------|---|
| 1. PRESIDING OFFICER | J. Reid | T. Drennan | P. Golemn |
| 2. CALL TO ORDER (Time & Place) | G. James | G. Myles | |
| 3. ROLL CALL | D. Johnson | B. Fenner | |
| 4. APPROVAL OF MINUTES | | | |
| 5. REPORTS | | | |
| 6. ELECTION Members Officers | | | |
| 7. OLD BUSINESS | | | |
| 8. NEW BUSINESS | | | |
| 9. SPEAKER | | | |
| 10. DISCUSSIONS | | | |
| 11. MOTIONS | | | |
| 12. RESOLUTIONS | | | |
| 13. OTHER FEATURES | | | |
| 14. ADJOURNMENT | | | |
| | | | <ol style="list-style-type: none"> 1. Grant Myles presented information on L.D.C.A. construction show that will be joint sponsored by London Chapter. Chapter will have no financial obligations regarding this show. Grant will meet with LDCA committee on January 17, 1989. 2. Reading of previous minutes. B. Fenner moved that minutes be accepted, seconded by J. Reid. 3. Moved, that all funds from C.R.C. to be put in CRC fund, with the intent that the interest will be used to supplement expenses of committee chairman to CRC, To set up a separate account for these funds and that the fund be handled by Chapter Treasurer, by T. Drennan and seconded by P. Golemn. 4. D. Boyce reported, \$4,003.96 in current account and \$3,018.75 in savings account. |

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| SUGGESTED CHECK LIST OF ITEMS TO BE REPORTED | |
|--|--|
| 1. PRESIDING OFFICER | 5. |
| 2. CALL TO ORDER (Time & Place) | <u>EDUCATION:</u> |
| 3. ROLL CALL | John Reid reported that the second student chapter meeting will be held January 24, 1989, the topic to be an information night by Chapter Members. |
| 4. APPROVAL OF MINUTES | John Reid moved to give student chapter \$100.00 for operating funds, seconded by D. Boyce. |
| 5. REPORTS | <u>NOMINATING:</u> |
| 6. ELECTION Members Officers | Don Johnson, to put together a list of potential candidates for April meeting, notice to be placed in bulletin. |
| 7. OLD BUSINESS | <u>RESEARCH:</u> |
| 8. NEW BUSINESS | P. Golemn, will send out letter before January meeting, goal to be \$3,700.00. |
| 9. SPEAKER | <u>ENERGY:</u> |
| 10. DISCUSSIONS | Energy seminar to be held in April, Topic and speaker to be determined. |
| 11. MOTIONS | <u>MEMBERSHIP:</u> |
| 12. RESOLUTIONS | Introduction of new chairman Bill Reynolds. |
| 13. OTHER FEATURES | 6. Greg James outlined future speakers. |
| 14. ADJOURNMENT | <p>Jan. - Sick building syndrome.</p> <p>Feb. - Tom Tamblyn, topic commissioning mechanical systems.</p> <p>Mar. - Chartered Accountant from Nesbitt Thompson on Free Trade.</p> |

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7. C. Clemance reported that the Highland will charge a rental fee for the board room and that starting in September will also be charging a fee for dining room rental.
8. D. Boyce moved adjournment at 6:15 , seconded by J. Reid.

MINUTES

CHAPTER : Ashrae Board of Governors MEETING DATE : February 16, 1989

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Present: C. Clemance T. Drennan
 J. Reid D. Boyce
 G. James P. Ziebart
 D. Johnson P. Golem

1. Meeting called to order by Charles Clemance 4:30 PM, February 16, 1989 at the Highland Country Club.
2. Minutes of previous Board of Governors meeting read by T. Drennan, moved that minutes be accepted by T. Drennan, seconded by C. Clemance.
3. Minutes of Nov. 28, 88 Chapter minuted read by T. Drennan. Moved accepted by D. Johnson, Seconded by P. Ziebart.

4. Committee Reports

Education :

John Reid reported that an information night for the students was presented by the Chapter. Members presenting were, John Reid, Owen Glendon, Greg James and Ben Veel. This meeting will be repeated next year at an earlier date.

Energy Management:

Peter Ziebart reported that things were being put together for an I.A.Q. Seminar on March 27, 89 to coincide with Chapter meeting. Final format of speakers to be determined. The cost will be \$30.00 for members and \$60.00 for non-members.

MINUTES

CHAPTER : Ashrae Board of Governors MEETING DATE : February 16, 1989

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Research:

- Peter Golemn reported that letters have been sent out to the membership.
5. Don Johnson presented his audit for the year 1986/87 and 87/88. Moved accepted by G. James and seconded by Owen Glendon.
 6. Don Johnson reported that the nominating committee put forward the Owen Glendon for the position of Treasurer. Nominating meeting to be held at March Chaptermeeting.
 7. Treasurer's report D. Boyce reported, current account balance \$3,385.23 and savings account balance of \$3,018.75. Number of paid chapter members are 48.
 8. G. James reported that April Chapter meeting will be the IAQ Seminar and May will be a tour of the CAMI Plant.
 9. Moved adjournment at 6:05 by P. Golemn, seconded by D. Johnson.

MINUTES

CHAPTER : Ashrae Board of Governors Meeting MEETING DATE : March 13, 1989

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1. Meeting called to order, 4:45 P.M. Present:
Charles Clemance, Owen Glendon, Don Johnson,
Bill Reynolds, Darryl Boyce, Greg James, John Reid.
Minutes for this meeting were taken by John Reid
in Tom Drennan's absence.
2. Minutes from February meeting were not available for
review. Posponed until next Board of Governors
meeting.
3. Financial Report given by Darryl Boyce:
Savings Account \$3,130.81
Current Account 3,002.60
4. 50-50 Draw will be implemented at the March meeting.
Darryl Boyce will bring in tickets. Stuart Lockhart
will be contacted to sell tickets.
5. Committee Reports:
Education Committee report was given by John Reid.
The following was discussed:
Help in generating industry interest in the
University of Western Ontario fourth year
engineering projects ES400 and ES240 will be given
through newsletter advertising.
Darryl Boyce and John Reid reviewed fourth year
student projects last week and are to get together
to decide if any are suitable for a student award.

MINUTES

CHAPTER: Ashrae Board of Governors Meeting MEETING DATE: March 13, 1989

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Committee Reports: cont'd

On March 20, the next UWO student branch meeting will be held. A tour of the Social Science Building mechanical room at UWO will be given by John Reid and Don Johnson.

Energy Management Committee report was given by Peter Ziebart. The following items concerning the April seminar were discussed:

- Peter Ziebart reviewed the agenda and proposed flyer. It was accepted with some minor changes.
- Peter Ziebart agreed to be chairman.
- Charles Clemance agreed to give the opening remarks.
- The pre-registered cost of the seminar was agreed to be \$30 for Ashrae London Chapter members, \$60 for non-members. An additional cost of \$5 will be added for registration at the door.
- Ashrae London Chapter members will be able to attend the dinner and final speaker only at no cost. This is in lieu of the regular April meeting.
- The seminar will be held at the Lamplighter Inn. Greg James agreed to decide the menu selection.
- Peter Ziebart will get flyers printed and mailed.

MINUTES

CHAPTER : Ashrae Board of Governors Meeting MEETING DATE : March 13, 1989

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Membership committee will be discussed by Charles Clemance and Bill Reynolds.

Other Committee Reports N/A.

A general discussion on the recent CCDC/ASHRAE trade show arose during the committee reports. Don Johnson indicated that CCDC has offered to make ASHRAE a full partner in the show next year, which could yield a profit of \$5000 to \$7000 for the London Chapter. This year, a token of \$500 was given to ASHRAE by ~~CCDC~~^{LOCA} as recognition of our participation.

6. New Business:

The possibility of holding a PDS seminar in the London area will be looked into by John Reid.

7. A motion for adjournment was made by Owen Glendon, seconded by Greg James, 6:00 PM.

MINUTES

CHAPTER: London Chapter Board of Governors MEETING DATE: APRIL -10, 1989

ATTENDANCE: MEMBERS 8; GUESTS _____; COMPILED BY Tom Drennan

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1. Meeting called to order by Charles Clemance at 4:30 PM. Present, Charles Clemance, John Reid, Darryl Boyce, Owen Glendon, Don Johnson, Peter Golem, Peter Ziebart and Tom Drennan.
2. Reading of previous minutes by T. Drennan, Moved accepted by P. Golem, seconded by O. Glendon.
3. D. Boyce informed Board of Governors that a letter would be coming from Norm Johnson regarding surplus CRC Funds. ✓
4. Treasurers report, Balance similar to last report. There are still several delinquent members.
5. Research - P. Golem reported that ASHRAE research was at 60% of goal.
6. Education - J. Reid reported that the student branch had a technical tour of the mechanical system at U.W.O.
7. P. Ziebart reported that 16 non - chapter members had registered for the I.A.E. seminar.
8. O. Glendon moved that Grant Myles would have the authority to negotiate with the LDCA with regards to the anual trade show, seconded by J. Reid, accepted.

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9. The technical tour of the Cami Plant will be delayed to a future date. *Refer Wellings
H.H. Angus*
10. C. Clemance will start to compile a CRC report.
11. John Reid moved adjourn meeting at 6:00 PM, seconded by John Reid.

MINUTES

CHAPTER: London Chapter Board of Governors MEETING DATE: April 24, 1989

ATTENDANCE: MEMBERS _____; GUESTS _____; COMPILED BY Tom Drennan

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1. Meeting open at 6:30 PM, April 24, 1989 at the Lamplighter Inn, Charles Clemance presiding.
2. Toast to Queen and Canada by Charles Clemance.
3. Grace by Dick Palser.
4. All members and guest were welcomed by Charles Clemance.
5. This meeting was held in conjunction with an Indoor Air Quality Seminar hosted by the London Chapter. Speakers for the afternoon portion of the seminar:
 - A. Dr. Gyan Rajhans, Ministry of Labour.
Topic: Ministry Approach to indoor air quality.
 - B. Dr. John Sullivan, MacLaren Engineers.
Topic: Field studies of indoor air quality problems.
 - C. Dr. W.K.C. Morgan, University Hospital.
Topic: Medical profession concern and views of indoor air quality.
6. Peter Ziebart, introduced Dr. Doug Walkinshaw of C.M.H.C., who gave an interesting talk on current issues on indoor air quality.
7. John Reid thanked the Speaker.
8. Meeting adjourned at 9:00 PM.

MINUTES

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- 9. The technical tour of the Cami Plant will be delayed to a future date.
- 10. C. Clemance will start to compile a CRC report.
- 11. John Reid moved adjourn meeting at 6:00 PM, seconded by John Reid.

MINUTES

CHAPTER: London Chapter Board of Governors MEETING DATE: May 15, 1989

ATTENDANCE: MEMBERS 9; GUESTS 2; COMPILED BY Tom Drennan

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1. Meeting called to order by Charles Clemance at 4:30 P.M. Present, Charles Clemance, Owen Glendon, John Reid, Bill Reynolds, Peter Golemn, Tom Drennan Peter Ziebart, Greg James and Darryl Boyce. Visitors were Norm Johnson and Bill Chadwick.
2. Tom Drennan read previous minutes, moved accepted by Greg James and seconded by Peter Ziebart.
3. Charles Clemance thanked Peter Ziebart and John Reid for their work on the I.A.Q. Seminar. Attendance at the seminar was eighty people.

Treasurer report, as of May 15, 89, Current account \$3,609.21, Savings Account \$3,171.39. Discussion followed on delinquent members.
4. Education, a new student executive has been appointed and a chapter award will be presented.
5. Peter Ziebart will investigate to see if Chorley and Bisset will resubmit the Ottawa hospital design for an energy award.
6. Bill Reynolds reported that six members have applied to upgrade their membership.
7. Peter Golemn reported that Research has obtained 95% of the goal.

MINUTES

CHAPTER: London Board of Governors . MEETING DATE: May 15, 1989

ATTENDANCE: MEMBERS 9 ; GUESTS 2 ; COMPILED BY Tom Drennan

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8. Regional Chairman Norm Johnson addressed the meeting on several points:
 - A. On the issue of surplus CRC Funds, to send 50% of the funds to eliminate the debt of the Halifax Chapter.
 - B. The importance of sending the minutes in a timely fashion.
 - C. The new slate of officers to be sent to Norm Johnson.
 - D. For the Chapter to encourage table top displays.
 - E. Some chapters are having Society collect chapter dues.
 - F. For the Chapter to encourage committee Chairman to attend CRC.
9. Peter Golemn moved that the CRC assesment be sent to Moncton, 50 members at \$4.50 each, seconded by Greg James.
10. The golf tournament has been set for June 21,89 at Fanshawe Golf Course. The tournament committee is to be John Reid, Hugh Palser and Cliff Morrison.
11. John Reid moved adjournment at 6:00 P.M., seconded by Bill Reynolds.

Vince Donato
Charles Clemence
Darrall Boyce

Gregg James
Bert Fenner
John Reid

Peter Golem

1. Peter moved membership dues are \$110.00. Out of town members \$20.00. Guest meals will be \$15.00, Student members \$7.00 per meeting. Burt Fenner Seconded.
2. Board of Governors meetings should be set for three weeks prior to the Chapter Meeting on Monday nights at 4:30 PM.
3. Newsletter should be put in the mail two weeks prior to Chapter meeting.
4. We are out of prizes for Chapter speakers. We will continue to use the ASHRAE CROSS PEN. Greg James to call Debra Kennedy - Foster and have eight pens brought up to London CRC by a Society Officer.
5. Greg James moved that we pay for registration of delegate and alternate for CRC plus miscellaneous expenses. Seconded by Vince Donato
6. The cost of Members and Spouses for CRC Second City Night and Ascot Night, will be \$45.00 per couple per night. For Chapter attendees to the CRC. The wives can attend either night for \$22.50.
7. Vince pointed out that we should be doing something to spruce up the newsletter. Personal news of members, President's letter, Choose a month for each Chairman to write an article each month.

8. Mid year we should discuss the possibility of Society collecting Chapter dues.
9. Nominations for Region II positions coming open this year. John Bisset was suggested as a possibility to be nominated. Cliff Morrison and Don Johnson were listed as additional possible nominees. Peter Golem will look into this.
10. Peter Golem moved, John Reid seconded. *ADJOURNMENT*

BOARD OF GOVERNORS MEETING

NOVEMBER 14, 1988

AGENDA

1. Minutes of previous meetings
2. Financial statements
3. Disposition of funds from CRC
4. Committee reports
 - Education
 - Energy
 - Membership
 - Refrigeration
 - Research Promotion
5. Other business
 - table top displays
 - 50/50 draw
 - area product show
 - ???

ASHRAE - LONDON CANADA CHAPTER
JANUARY BOARD OF GOVERNORS MEETING

AGENDA

1. Trade Show - Grant Miles
2. Previous minutes
3. Business arising out of previous minutes
4. Financial Statement
5. Committee reports
6. New Business
 - meeting location
 - technical seminar - P. Ziebart
 - disposition of CRC funds

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