

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

CHAPTERS MEETING MINUTES

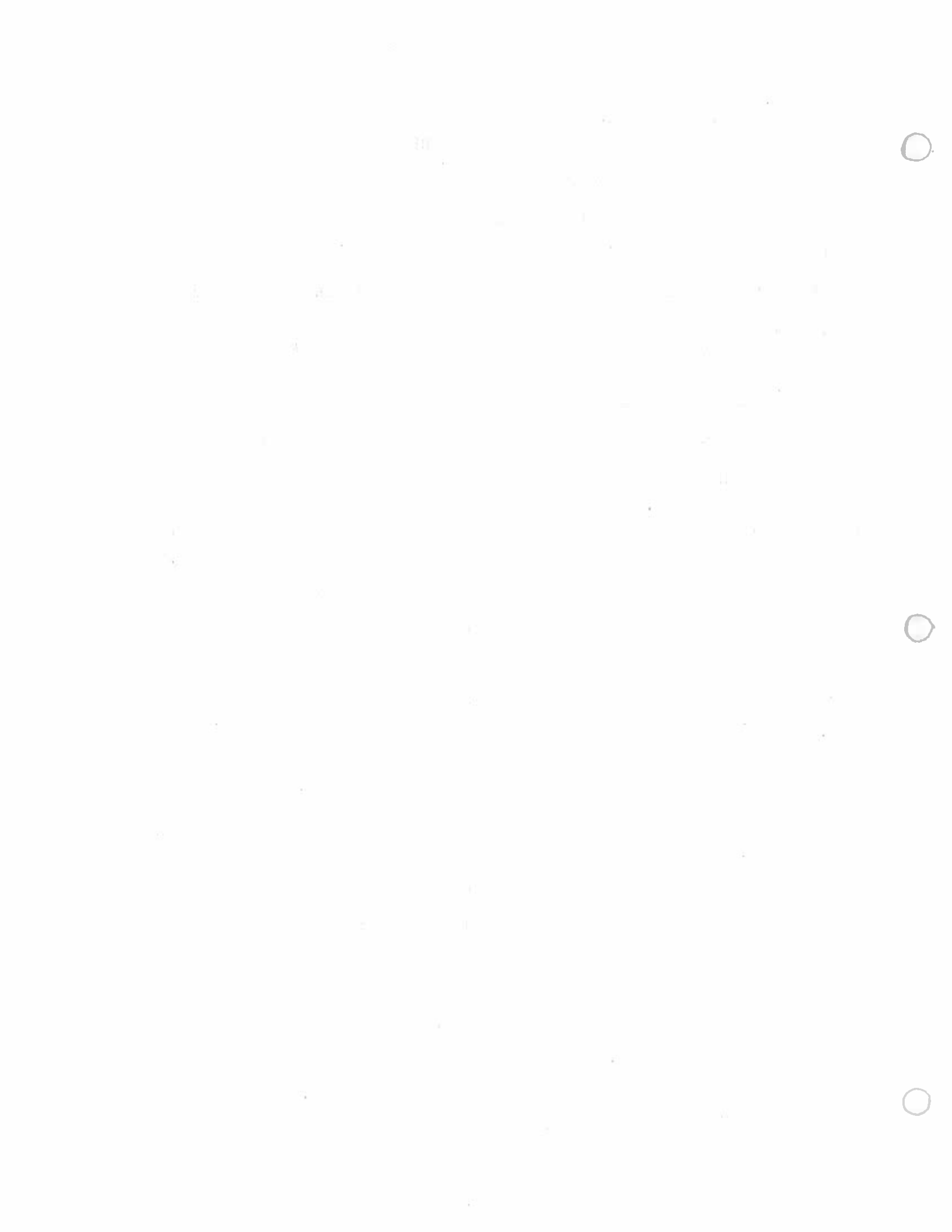
CHAPTER: London MEETING DATE: 24 September 1990

ATTENDANCE:- MEMBERS: 28; GUESTS: 7; COMPILED BY: O. Glendon

DISTRIBUTION: *Original to chapter files, 1 copy to Regional Chairman, 1 copy to manager, Membership Dept., ASHRAE, Atlanta, together with one extra copy for "Journal" information.*

SUGGESTED CHECK LIST
OF ITEMS TO BE
REPORTED

- | | |
|------------------------------------|---|
| 1. Presiding Officer | 1. T. Drennan, Presiding Officer. |
| 2. Call to order
(Time & Place) | 2. 5:30 Tech. Session held. Topic "Fan Selection and Application". ASHRAE video was shown. About 15 members present. |
| 3. Roll Call | 3. Call to order by 6:45 p.m. |
| 4. Approval of Minutes | 4. T. Drennan made requests for: |
| 5. Reports | 1. Further research donations |
| 6. Election | 2. Activity of Chapter Members for Committee and Chairmen positions. |
| 7. Old Business | |
| 8. New Business | |
| 9. Speaker | |
| 10. Discussions | |
| 11. Motions | 5. T. Drennan mentioned success of recent L.D.C.A. Trade Show with thanks to G. Miles for this work in representing ASHRAE. |
| 12. Resolutions | |
| 13. Other Features | |
| 14. Adjournment | 6. B. Rutherford (non-chapter member) suggested that Chapter donate funds to ASHRAE research. |
| | 7. H. Palser suggested that Newsletter could be faxed to Members instead of mailing. |



8. Technical Presentation

Bob Young, Program Officer of Energy Efficiency Section of The Ministry of Energy, presented "Where Are We Going With Energy Standards".

9. The meeting was adjourned at 9:30 p.m.



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CHAPTER MEETING MINUTES

CHAPTER: London MEETING DATE: 29 October 1990

ATTENDANCE:- MEMBERS: 28; GUESTS: 13; COMPILED BY: O. Glendon

DISTRIBUTION: *Original to chapter files, 1 copy to Regional Chairman, 1 copy to manager, Membership Dept., ASHRAE, Atlanta, together with one extra copy for "Journal" information.*

SUGGESTED CHECK LIST
OF ITEMS TO BE
REPORTED

- | | |
|--|--|
| 1. Presiding Officer | 1. T. Drennan, Presiding Officer. |
| 2. Call to order
(Time & Place) | 2. Call to Order at 6:45 p.m. at
Highland Golf Club. |
| 3. Roll Call | 3. T. Drennan address welcomed large
Student member contingent to the
meeting. |
| 4. Approval of | 4. G. Miles mentioned upcoming
L.D.C.A. Trade Show and "Innovative
Design Award" Program and welcomed
members to become involved. |
| 5. Reports | 5. T. Drennan informed membership of
upcoming "XVII International
Refrigeration Conference" to be
held in Montreal in 1991. |
| 6. Election
- Members
- Officers | 6. <u>TECHNICAL PRESENTATION</u>
Chris Korzycki of the University of
Western Ontario presented "Direct
Digital Controls - The University
of Western Ontario Approach".
Chris discussed responsibilities of
Consultant/Owner/Contractor in the
implementation of new DDC Control
System for new and existing
projects on Campus. Chris
discussed History of projects and
derived benefits. |
| 7. Old Business | 7. The meeting was adjourned at 9:45
p.m. |
| 8. New Business | |
| 9. Speaker | |
| 10. Discussions | |
| 11. Motions | |
| 12. Resolutions | |
| 13. Other Features | |
| 14. Adjournment | |



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1791 Tullie Circle, N.E.
Atlanta, Georgia 30329

CHAPTER MEETING MINUTES

CHAPTER: London MEETING DATE: 29 April 1991

ATTENDANCE:- MEMBERS: 37; GUESTS: 8; COMPILED BY: O. Glendon

DISTRIBUTION: *Original to chapter files, 1 copy to Regional Chairman, 1 copy to manager, Membership Dept., ASHRAE, Atlanta, together with one extra 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
 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
1. T. Drennan, Presiding Officer.
 2. Technical Session held at 5:30
Topic, ASHRAE video tape
"World of "Alternative Fuels".
Moderated by C. Clemance.
Attendees - 8
 3. Meeting called to order at 6:45
6:45 p.m.
 4. T. Drennan asked D. Johnson to
present nominations for new
executive.
 - K. Flowers - Treasurer
 - P. Ziebart - Secretary
 - O. Glendon - Vice President
 - D. Boyce - PresidentNo new nominations from the floor.
 5. T. Drennan indicated Golf date not
determined.
 6. TECHNICAL PRESENTATION

Tom Tamblyn of Engineering
Interface presented "What Building
Owners and Designers Should Know
About ASHRAE Standard 90.1. Is The
Industry Prepared?"
 7. Meeting Adjourned at 9:30.





Best.

ASHRAE American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.

1791 Tullie Circle, NE • Atlanta, Georgia 30329 ☎(404) 636-8400 • Tlx 705343 ASHRAE • Fax 404-321-5478

Debra A. Canady-Foster
Membership Manager

June 1, 1990

TO: Delegates and Alternates - Region II
FROM: Debra A. Canady-Foster
SUBJECT: Chapters Regional Conference

Dear Members:

The CRC meeting of Region II will be held August 23 - 26, 1990 in Montreal, Canada. The following items are enclosed for your use at the meeting:

1. Instructions to Delegates and Alternates.
2. Copy of minutes of the 1989 meeting.
3. List of Delegates and Alternates from your region to the CRC.
4. Instructions for CRC Summary Report.
5. ASHRAE CRC Summary Report.
6. Travel Voucher. (The Society will reimburse Delegates and Alternates for their economy air fare only. Lodging, meals and other expenses are not reimbursed by the Society, nor are any expenses for companions.)
7. Three biographical forms. These will serve the following purposes:
 - A. Suggestions for Society Officers and Directors-at-Large for terms starting July, 1990.
 - B. Suggestions for members to serve on Society Committees.
 - C. Candidates for Society Honors and Awards (Fellow, Distinguished Service, etc.).

Biographies for Items A and B should be forwarded directly to the Society Secretary. Please indicate on the forms the purpose for which they are submitted.

Biographies for Item C should be forwarded directly to the Chairman of the Honors and Awards Committee, c/o ASHRAE Headquarters, 1791 Tullie Circle, N.E., Atlanta, GA, 30329. In addition to the biographical form, a statement of recommendation, which includes details of the candidate's accomplishments should be submitted by the chapter sponsoring the candidate.

8. Outline of Society Honors and Regional Awards requirements.
9. Worksheet.

The Chapters Regional Conference is the principal vehicle for the collection of chapters' suggestions concerning the operation and policies of the Society. You will be instructed by your chapter as to specific recommendations for CRC discussion.

A paramount duty of the CRC is to select one member and one alternate to the ASHRAE Nominating Committee. This is one of the most important of the Society's committees, with the responsibility of selecting and nominating people who will guide the affairs of the organization and conduct its operations. The welfare of the Society and the achievement of its objectives must be the committee's principal consideration. Please take note that the Bylaws specify that a member of the committee "shall have been a full member in good standing in the Society for a period of at least five years at the time of selection."

The effectiveness of a technical society is based on the active participation of its members and the functioning of its committees. Our research program, standards development, meetings papers and the technology included in the Handbooks and technical bulletins are all dependent on our 150 committees and subcommittees. Recommending members for these committee activities is a chapter's responsibility. As a delegate to the CRC, it becomes your duty to propose such names to the CRC for its consideration and further recommendation to Headquarters. To speed the regular business session, these names are frequently chosen after group discussion at a preliminary caucus, usually held the night before the meeting. Be sure to indicate the committee for which the individual is being recommended.

At the CRC meeting you are the "official representative" of your chapter and should be prepared to present your chapter's opinion on subjects discussed. Your Regional Chairman will distribute an agenda for the meeting and you should review it with your chapter officers or Board of Governors.

10. Guidelines for Motions and Resolutions.

ASHRAE can be meaningful if its local groups indicate needed action, whether it be in publications, standards, meetings or in the support of its chapters. You, as a chapter delegate, can insure that your chapter's requests concerning any of these areas are brought to the attention of the CRC.

Please note: It is your obligation upon returning to your home chapter to give a full report on the discussions and activities occurring at the meeting.

Delegates and Alternates
Region II

-3-

June 1, 1990

Additional information concerning the CRC will be sent to you by the Host Chapter prior to the meeting. If you have any questions, please feel free to contact our office at Headquarters or your Regional Chairman.

Very truly yours,

Debra Canady-Foster
Debra Canady-Foster
Membership Manager

DCF/cje

cc: Chapter Presidents

Society President, Damon Gowan
President-Elect, Donald G. Rich
Treasurer, Richard A. Charles
Vice President, Richard B. Hayter
Vice President, Billy R. Manning
Vice President, Julius C. Olsen
Vice President, Neil R. Patterson
Regional Chairman, Norman W. Johnson
Secretary, Frank M. Coda
Regional Nominating Member and Alternate
Regional Vice Chairmen

D&A.CRC

INSTRUCTIONS TO DELEGATE & ALTERNATE FOR CRC's

Chapters Regional Committee Meeting (Business Session)

There are three parts to the Chapters Regional Committee Meeting. The Caucus Session, the Business Session, and the Executive Session. As a delegate you will be involved in all three of these sessions.

Caucus

This is an informal session. It is usually held at the beginning of the Chapters Regional Committee Meeting and attended by only the delegates and alternates from the chapters, the regional nominating committee representative and the alternate regional nominating committee representative. The purpose is to provide a forum for the Director, Regional Chairman to instruct the caucus prior to going into the Executive Session. After the Director, Regional Chairman has presented his instructions, the Caucus Session will be turned over to the nominating committee representative for the Executive Session. During this first Executive Session the delegates and alternates should present the biographies of the candidates that will be presented for offices and/or honors and awards. Enough copies of the biographies should be available so that each person attending may have a copy.

Business Session

Each chapter shall as a minimum prepare the following in one complete binder:

1. A completely filled out Summary Report Form (Attachment W).
2. Report of Chapter Activities for the preceding year, including committee reports.
3. Chapter Committee Chairmen's MBO's.
4. A sample newsletter.
5. The Chapter's roster.

After the report phase of the Business Session, the Chapters are encouraged to present action items for changes in any Chapter, Regional or Society activities or policies.

All reports and action items presented at the Chapters' Regional Conference will take place at the business session, except for those items specified for the Executive Session.

The chapter delegate is the voting member. The regional vice chairmen, the regional nominating committee representative and the alternate regional nominating committee representative attend in their official capacity. The regional chairman is chairman of the meeting. The chapter delegates report on the progress of their chapters and student branches and their recommendations concerning policy procedures and operations of Society. Motions that are passed are then brought forward to Regions Council for further consideration.

Executive Session (Closed Session)

Only the delegates and alternates from the chapters, the regional nominating committee representative, and the alternate regional nominating committee representative may attend the Executive Session. The regional nominating committee representative is the chairman. The host chapter delegate is the secretary. Chapter delegates vote to recommend members for the following:

1. Regional Chairman (if appropriate)
2. Officers and Directors-at-Large
3. General committees
4. Technical committees
5. Honors and awards

Report

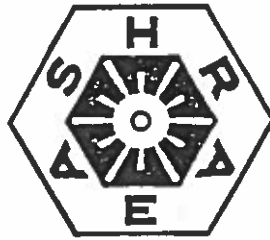
The regional nominating committee representative will forward the report of the Executive Session to Society secretary at Headquarters within 30 days of the meeting. Members who serve on grass roots committees (regional vice chairmen) should be contacted as to their willingness to serve before their names are put in this position.

MINUTES

REGION 2 CHAPTERS REGIONAL CONFERENCE

MONCTON, NEW BRUNSWICK, CANADA

AUGUST 23RD TO 26TH, 1989



REGION 2 - 32ND ANNUAL CHAPTERS'

REGIONAL CONFERENCE *

August 23 - 25, 1989

Hotel Beausjour, Moncton, New Brunswick, Canada

ORIENTATION SESSION

Norm Johnson, ASHRAE Director & Regional Chairman, called the session to order at 2:15 p.m., Wednesday, August 23, 1989 and welcomed all present. The Orientation Session was held in Salons B & C of the Hotel Beausejour. After reviewing, the goals and objectives of a CRC, Chairman Johnson introduced Robin Craig, Conference Chairman from the New Brunswick Chapter and Gerry Waselynychuk, Conference Secretary.

Robin Craig gave instructions on the hospitality suite and the evening's host reception as well as suggestions for dining following the reception.

Chairman Johnson noted that A. Servant of Montreal Chapter, Past-Chairman of Energy and Technical Affairs Committee had sent greetings for the CRC '89.

All present introduced themselves on invitation from the Chairman.

Chairman Johnson advised that all ASHRAE Meetings are NON-SMOKING. He also pointed out how important it was to sign the attendance sheets in order to achieve PAOE points for your chapter.

Chairman Johnson pointed out that it is the duty of the Caucus to bring names forth for regional Vice-Chairmen, and Society people such as Director-at-Large, Vice-President, etc. Thought should be given to the future successor for Region 2 DRC before the next CRC.

Following the orientation session, the CRC went into Caucus with Bob Morris, Region 2 Nominating Committee Member chairing the session, assisted by Region 2 Nominating Committee Alternate Dalton McIntyre and George Menzies, BOD Elected Alternate to the Society Nominating Committee.

* CRC Programme attached as Appendix B

REGION 2 - 32nd ANNUAL CHAPTERS'

REGIONAL CONFERENCE

August 23-25, 1989

FIRST BUSINESS SESSION

1. CALL TO ORDER

Norman Johnson, Regional Chairman called the meeting to order at 8:30 a.m. Thursday, August 24, 1989 and welcomed all present. The meeting was held in Salon BC, Hotel Beausejour, Moncton, New Brunswick.

Chairman Johnson thanked Robin Craig, Conference Chairman and the Moncton Chapter for hosting this Conference.

The Chairman pointed out that all ASHRAE meetings are NON-SMOKING.

Chairman Johnson introduced the Head Table: Carolyn Stewart, Staff Atlanta Headquarters, Damon Gowan, President/Elect, Society, Richard Charles, Vice-President-Society, George Buckler, Vice-President- Society; Jules Olsen, Director-at-Large Gail Menzies, Recording Secretary.

2. Election of SECRETARY

Gerry Waselynychuk was unanimously elected as CRC Secretary.

3. Regional Chairman's Remarks

Chairman Johnson noted that it had been a bumper year for research promotion and he was very pleased. Contributions had reached an all time high.

Chairman Johnson advised his theme for the year to be 'Communications-Co-operation'. Co-operation seems still to be a problem. Please put your requests on 'PRIORITY'.

He pointed out that the change to a Fall CRC has been a positive change. He urged all Chapters to strive for the best.

Mr. Johnson advised that he had enjoyed working with the Chapters and Society and felt that ASHRAE is the greatest technical society in the world. He urged members to take an active part. DRC Report attached as Appendix C.

4. ROLL CALL

The attendance sheet was passed and all present asked to sign in. Refer to Appendix A for those in attendance.

First Business Session continued...

REMARKS FROM SOCIETY OFFICERS AND STAFF

a) President-Elect, Damon Gowan

Chairman Johnson introduced President-Elect Gowan. Mr. Gowan thanked the New Brunswick Chapter for hosting the CRC. He stated that he was from Region 8 in Houston, Texas and had worked his way up through the Chapter offices and into various Society Committees. He advised that he felt volunteering was the way to go. Mr. Gowan felt that he had gained a lot out of ASHRAE work. He invited any member to speak with the Society officers during their visit. A formal presentation will be made by Mr. Gowan at the Presidential Luncheon on Friday.

b) Vice-President, Richard Charles

Chairman Johnson introduced Vice-President of Society, Richard Charles from the Golden Gate Chapter in San Francisco. Mr. Charles thanked the New Brunswick Chapter and advised he was very pleased to be in this part of the country. Mr. Charles invited all those present to continue with their volunteering in ASHRAE as it is a two way street. He pointed out that ASHRAE has a lot to offer - advancing standards related the human factors to the benefit of the human public.

REGIONAL VICE-CHAIRMEN REPORTS

HISTORICAL COMMITTEE

Cliff Thompson advised it had been a quiet year. A package of instructions from Society had been sent to all Chapters and Mr. Thompson had written to all Chapters requesting the name of their Historical Chairman.

He invited all present to attend the Historical Committee meeting on Saturday.

REFRIGERATION

Phil Landray reported that this is a fairly new committee and is having its growing pains. He encouraged the executives of the Chapters to have refrigeration subjects included in their meetings and ten out of eleven have a chairman in place.

Refrigeration is recognized under the PAOE awards.

REGIONAL VICE Chairmen Reports continued....

MEMBERSHIP

Gerard Doyle reported that Region 2 finished tenth on June 30, 1989 in PAOE Points with 4730 Membership Points. Seven of eleven Chapters exceeded PAOE Par with Toronto in first place and La Ville de Quebec in second place.

Mr. Doyle noted that we must communicate with other Chapters and the Regional Chairman and Vice-Chairmen and Headquarters in order to make sure all points are recorded.

ENERGY AND TECHNICAL AFFAIRS

John-Guy Lahaie reported that the total for Region 2 PAOE points was 4805, an average of 437 points per Chapter, The par is 4400 which is as a total quite acceptable. But, if we compare this to the other regions, we are one of the lowest.

Every chapter needs to improve their performance in this area.

He invited all members to attend the Workshop on Saturday.

EDUCATION AND CHAPTER PROGRAM

John Bisset reported that Society is considering a reorganization of the Education and Chapter Program Committee. There is a proposal to form 2 separate committees, one responsible for educational areas and the other for programs. This will be assessed on 1990 Winter Meeting.

Communications between the chapters and the Vice-Chairman have been a problem.

The New Brunswick Chapter will receive the Darryl Boyce Trophy for 1988-89 Best Education and Chapters Program Committee.

NOMINATING COMMITTEE

Robert Morris reported a good caucus had been held on Wednesday August 23, 1989. Many names had been brought forward. More time is needed.

ARC CANADA

Paul Conrad, President of this Committee invited all those present to the Annual Meeting, Friday, August 25, 1989 7:00 a.m.

He reported that last year's totals were phenomenal. The total raised this year was \$128,200.11. Thirteen out of nineteen chapters exceeded their goal.

1994 COMMITTEE

Paul Conrad reported that the sub-committee has now disbanded after submitting their report to Members Council. Members Council will discuss the recommendations and submit their recommendations to EX-Comm and then the Board will decide on plans for 1994, The Anniversary Year. Over three hundred suggestions were received by the suggestion committee.

CHAPTERS ANNUAL REPORTS

Chairman Johnson asked that the Chapters distribute their reports. Each Chapter was given five minutes to comment on their activities for the year.

HALIFAX

Harinder Singh reported that Halifax had a successful year. Financially, the chapter is in a sound position. In assessing the potential of forming a Chapter in Newfoundland, it was concluded that this would not be feasible. The Program Committee has been pursuing the table top presentation idea and it is hoped that the upcoming year will see this idea implemented.

Obtaining qualified speakers is a problem. Mr. Singh reported they are trying to use more local people or panel discussions.

NEW BRUNSWICK

Rino Levesque reported that New Brunswick had a successful year. Their Research and Promotion surpassed their goal and became one of the 'Goal Busters'. Chapter attendance stayed the same, but attendance at the executive meetings was low. Obtaining speakers is a constant problem. This Chapter is in a sound financial position.

LAC ST. JEAN

Roger Perron reported this chapter has trouble communicating with other chapters and Vice-Chairmen. The Chapter is financially sound and has good participation from members. They would like to see a Chapter Operations Manual in French.

LA VILLE DE QUEBEC

Raynald Courtemanche reported they had a very successful year. They had very good meeting attendance because of improved technical content and good membership promotion.

Mr. Courtemanche reported improved financial position because of better management of cost of meals and a successful symposium. The Chapter has problems trying to meet the Research Promotion goals.

MONTREAL

Norman Nathan reported Montreal Chapter had a successful year. Two major technical seminars were held namely 'Air Quality' and 'C.F.C. & Ozone Layer'. Membership has reached a record high of three hundred and thirty three paid members. In this total eighty-three new members joined. Communications between Chapter and Headquarters have been a problem which all are working on to correct.

Montreal Chapter is looking forward to hosting the 1990 CRC.

OTTAWA VALLEY

Byron Landray reported that their year began with great excitement as being hosts for the 1988 Summer Society Meeting. A little let-down was experienced because of the tremendous support they had received from their membership during the planning and hosting of this event. They also had bad timing with a technical seminar and waited too long to increase their dues which jumped from \$90.00 to \$125.00. Even with these difficulties, the Ottawa Valley Chapter had a fine year and exceeded par in all PAOE categories.

TORONTO

Tom Kilmer reported Toronto had a good year. Research Promotion under the direction of Cliff Thompson reached \$34,425.00. Their goal had been \$20,000.00. They celebrated a JOHN FOX Night when John inducted the officers of the Toronto Chapter for the 25th year.

MISSISSAUGA

Bernard Rutledge reported his Chapter has had a mixture of success. There is great potential in Mississauga for a good chapter, but because of the building boom at present, time is not available for ASHRAE at present. There are many new buildings and sophisticated equipment and there is a need for many engineers, technologists and stationary engineers to run these facilities. Mississauga is trying hard to increase membership.

HAMILTON

Jim Buchanan reported that the 30th year for the Hamilton Chapter had been very successful. Membership numbers had improved. The program list of technical affairs was varied and well received. In Research Promotion, the goal was exceeded by 16% to a new high of \$6,381.00.

LONDON

Charles Clemance reported that London Chapter collapsed from exhaustion after hosting the CRC last year. They are hoping for renewed interest this coming year. The Chapter cooperated with the London District Construction Association in a one day trade show and will do so again in February 1990.

WINDSOR

Bill Colborne reported that the major thrust of the B.ofG. was to maintain quality programs, mini-seminars and table top displays at the monthly meetings. Judging of the Science Fair at the secondary school level was the new undertaking this year. The resignation of the Chapter President in mid year was a major set back. The Research Promotion campaign was a great success with a total of \$3,365.00 collected which exceeded our goal of \$2,300.00

SECOND BUSINESS SESSION

Chairman Johnson opened the second business session at 1:30 p.m. It was located in Salons B & C, Hotel Beausejour, Moncton, New Brunswick.

DIRECTOR AT LARGE

Chairman Johnson introduced Jules Olsen, DAL, and member of the Toronto Chapter. Mr. Olsen gave an outline of the duties of a DAL.

HEADQUARTERS' STAFFER

Chairman Johnson introduced Carolyn Stewart who gave an outline of her position at ASHRAE in charge of Membership. Carolyn pointed out that Chapters should take advantage of Headquarters and what it can do for your chapter. She introduced Debra Canady-Foster, Members Manager.

VICE-PRESIDENT, SOCIETY

Chairman Johnson introduced George Buckler, Society Vice-President from Hamilton Chapter. George gave an outline of his duties in this position.

MOTIONS & ACTION ITEMS

MOTIONS:

(1) On motion by Windsor Chapter, and duly seconded by Halifax Chapter it is moved:

THAT effective August 1990, the Region II CRC be limited to a two and one half day format, and that the host chapter's organizing committee co-ordinate the business and workshop programs with the Regional Chairman and Regional Vice-Chairmen to attain this goal.

CARRIED.

(2) On motion by Montreal Chapter, and duly seconded by Toronto Chapter it is moved:

That "The Journal" or "Insights" publish a "tear-off" business reply in all publications to insure proper and prompt change of address notices.

CARRIED.

(3) On Motion by Montreal Chapter, and duly seconded by Lac St. Jean Chapter, it is moved

THAT Society be more evident on the International and local scenes to insure proper marketing of ASHRAE.

CARRIED.

(4) On Motion by Montreal Chapter, and duly seconded by Ottawa Valley Chapter, it is moved:

THAT physical representation by society officers at chapter meetings be more evident.

WITHDRAWN

Society officers will come if requested for a specific purpose. If a society officer is coming, advise other chapters in your area in order that they might arrange a meeting next day.

(5) On Motion by Ottawa Valley Chapter and duly seconded by London Chapter, it is moved:

THAT the present practice of publishing separate I.P. and S.I. editions of the handbook be changed to publishing a single edition incorporating both.

DEFEATED.

MOTIONS AND ACTION ITEMS CONTINUED....

(6) On Motion by Ottawa Valley Chapter, duly seconded by London Chapter, it is moved:

THAT all handbooks distributed in North America be I/P unless S/I is specifically requested and that this policy be stated on the dues invoice.

CARRIED.

(7) On Motion by Halifax Chapter, and duly seconded by Mississauga Chapter, it is moved:

THAT Society revise the monthly "Chapter Change Report" to include both the "Preferred" address and the "Other" address.

CARRIED.

(8) On Motion by Hamilton Chapter, and duly seconded by New Brunswick Chapter, it is moved:

THAT a Regional Fund be established in Region 2. The fund will be financed by each chapter of Region 2 with an assessment of \$.50 per chapter member plus 50% of the excess revenue over expenditures of each CRC. Administration of the fund will be by the Regional Executive Committee.

CARRIED.

(9) On Motion by Montreal Chapter, duly seconded by Ottawa Valley Chapter, it was moved:

THAT Montreal Chapter host the 1990 CRC August 23 to 26, 1990 and that the assessment be \$5.00 per chapter member.

CARRIED.

Full registration approximate cost to be \$180.00 for the three day conference.

The Preliminary Budget Report is attached as Appendix D.

TECHNICAL SEMINAR

On Friday, August 25, 1989, 8:30 a.m. - 11:30 a.m. a technical seminar was held at Hotel Beausejour, Moncton, New Brunswick.

Mr. David Potter of the New Brunswick Chapter, Seminar Chairman introduced the speakers.

Jim Cox of the Washington Office of ASHRAE spoke on the Objectives of the Government Affairs Committee and ASHRAE Members' Role.

John Smale of Dupont Canada, Sr. Technical Consultant gave the Manufacturers' Perspective on Chlorofluorocarbons and the C.R.C. Ozone Depletion Theory.

Dr. S.M. Sammi, Associate Professor, Mechanical Engineering, University of Moncton spoke on the C.R.C.'s Impact on HVAC and R Industries.

Simone Godin, Hazardous Wastes Officer, Department of the Environment, New Brunswick, reviewed the Provincial Position on C.R.C.'s and discussed the need for effective legislation on this issue and other issues affecting the environment.

A question period followed.

Mr. Potter thanked all the speakers, presented them with a gift and then adjourned the meeting.

PRESIDENTIAL LUNCHEON

Chairman Johnson presided over the Presidential Luncheon from 12:00 p.m. to 2:00 p.m. President-Elect Damon Gowan addressed the luncheon.

EXECUTIVE SESSION

Following the luncheon, an Executive Session was held. Concurrent with this Session, Chairman Johnson held an open forum with veteran ASHRAE members on their future aspirations in ASHRAE.

WORKSHOPS

On Saturday, August 26, 1989 from 8:00 a.m. to 12 noon, Workshops were held on the various ASHRAE Committees.

THIRD BUSINESS SESSSION

On August 26, 1989 at 12 noon the members convened for the Third Business Session.

Motions and Recommendations were made at that time.

(10) On Motion by Mississauga Chapter and duly seconded by Ottawa Valley, it is moved:

THAT a separate T.C. Committee be established for commissioning HVAC auxiliary services.

CARRIED.

(11) On Motion by Mississauga Chapter, and duly seconded by Ottawa Valley, it is moved:

THAT the career profile leaflets include a section for people who wish to become Building Systems Operators.

CARRIED.

(12) On Motion by Mississauga Chapter, duly seconded by La Ville de Quebec, it is moved:

THAT the Society aggressively pursue setting up independent educational facilities funded from the HVAC & R industry devoted entirely to the teaching of HVAC & R. sciences.

CARRIED.

(13) On Motion by Toronto Chapter, duly seconded by Halifax, it is moved:

THAT Region 2 properly define territory boundaries of Chapters and summarize boundaries both in written form and in map form to be distributed to chapters and to Headquarters.

CARRIED.

(14) On Motion by Toronto Chapter, duly seconded by Ottawa Valley, it is moved:

THAT Region 2 consider holding a Region 2 dinner/tech meeting in conjunction with the CEX Show, March, 1990 in Toronto.

CARRIED.

(15) On Motion by Lac St. Jean Chapter, duly seconded by New Brunswick, it is moved:

THAT Chapters' Operation Manual be made available in both English and French.

CARRIED.

(16) On Motion by Montreal Chapter, duly seconded by Toronto Chapter, it is moved

THAT all Standards and Transactions (All ASHRAE Publications) be

MOTIONS & RECOMMENDATIONS Continued....

made available to the Chapters at a reduced rate beyond the member rate. This would enable Chapters to create a Regional or Chapter Library.

DEFEATED

(17) RECOMMENDATIONS

A recommendation was made by Cliff Thompson of the Historical Committee:

THAT Headquarters be directed to provide to the Region 2 Historian, a listing of all Society Honours & Awards recipients within Region 2, e.g. Fellows, DSA, etc.

(18) A recommendation by Cliff Thompson of the Historical Committee

THAT for the CRC '90 in Montreal, all Chapters bring to the CRC a photograph of both their Chapter Charter and banners and a copy of their Constitution and By-Laws for an archives display.

(19) A recommendation by Cliff Thompson, of the Historical Committee

THAT since Ottawa was the site of the 1st Region 2 CRC, in 1959 that Ottawa be considered for the site of the 1994 CRC as this is ASHRAE's 100th Anniversary year.

WORKSHOP RECAP

All Vice-Chairmen reported good attendance at the Workshops. They thanked the Headquarters staff for their input.

APPROVAL OF THE CRC MINUTES - 1988 London

On Motion by Bill McKinnon of the Ottawa Valley Chapter, seconded by Bill Colborne of the Windsor Chapter, the Minutes of the 1988 CRC were adopted as printed.

THANK YOU TO NEW BRUNSWICK CHAPTER FOR HOSTING CRC '89

On behalf of those attending the CRC, Dalton McIntyre made the following Resolution:

WHEREAS - The New Brunswick Chapter did invite Region 2 to hold their 1989 CRC in the fair City of Moncton

WHEREAS - They did an exceptional job in organizing for this very

important phase of ASHRAE activities.

WHEREAS - The facilities for conducting our business sessions have been exceptional.

WHEREAS - The technical programme was of the highest quality.

WHEREAS - The program for our companions was equally exceptional.

WHEREAS - The food at each meal function was excellent.

WHEREAS - The boat trip with steamed mussels was very enjoyable despite one of the boats having to be towed to port.

WHEREAS - The lobsters were plentiful, the wine flowed like water, the music was danceable all evening, the dance floor was perfect, and the singing in the bus was a fitting finale to a most enjoyable outing.

WHEREAS - The entertainment by Buddy Wasisname and The Other Fellers was hilarious.

WHEREAS - The publicity in the local press was much appreciated.

Be it Resolved, that we, the recipients of these benefits extend to the N.B. Chapter, our sincere thanks for their fine efforts.

RESOLUTION Passed unanimously with a hardy round of applause.

ADJOURNMENT

On Motion by Tom Kilmer of Toronto Chapter, seconded by Bill Mc Kinnon of the Ottawa Valley Chapter, the meeting was adjourned at 1:30 p.m.

ATTENDANCE

MONCTON N.B.

Event: Orientation Session August 23, 1989 1:30-2:30 p.m.

<u>NAME:</u>	<u>CHAPTER</u>	<u>AFFILIATION</u>
Harinder Singh	Halifax	Delegate
Doug Rafuse	Halifax	Alternate
Jim Buchanan	Hamilton	Delegate
Roger Perron	Lac St. Jean	Delegate
France Renaud	Lac St. Jean	Alternate
Bernard Ratledge	Mississauga	Delegate
Norman Nathan	Montreal	Delegate
Tony DiFruscio	Montreal	Alternate
Rino Levesque	New Brunswick	Delegate
Brien Storey	New Brunswick	Alternate
Bill McKinnon	Ottawa Valley	Delegate
Byron Landry	Ottawa Valley	Alternate
Raynald Courtemanche	La Ville de Quebec	Delegate
Yues Trudel	La Ville de Quebec	Alternate
Tom Kilmer	Toronto	Delegate
Dieter Heins	Toronto	Alternate
Bill Colborne	Windsor	Delegate
Danny A. Castellan	Windsor	Alternate
Jim Ovens	Toronto	Research Chairman
John H. Fox	Toronto	Historian
Cliff Thompson	Toronto	Historian
Dalt McIntyre	Ottawa	Alt. Nominating
George Menzies	HAMILTON	Alt. Nom. BOD
Gerard Doyle	Halifax	Vice-C: Membership
Bob Morris	HAMILTON	Nominating Committee
Norman Johnson	Toronto	Regional Chairman
Richard Charles	Golden Gate S.F.	Society V.P.
Robin Craig	New Brunswick	

ATTENDANCE

MONCTON, N.B.

EVENT: First Business Session Thursday, August 24, 1989 8:30 a.m.

<u>NAME</u>	<u>CHAPTER</u>	<u>AFFILIATION</u>
Harinder Singh	HALIFAX	Delegate
Doug Rafuse	Halifax	Alternate
Jim Buchanan	Hamilton	Delegate
John Thorne	Hamilton	Alternate
Roger Perron	Lac St. Jean	Delegate
France Renaud	Lac St. Jean	Alternate
Raynald Courtemanche	La Ville de Quebec	Delegate
Yues Trudel	La Ville de Quebec	Alternate
Bernard Ratledge	Mississauga	Delegate
Norman NATHAN	Montreal	Delegate
Tony DiFruscio	Montreal	Alternate
Rino Levesque	New Brunswick	Delegate
Brien Storey	New Brunswick	Alternate
Charles Clemance	London	Delegate
Greg James	London	Alternate
Bill McKinnon	Ottawa Valley	Delegate
Byron Landry	Ottawa Valley	Alternate
Tom Kilmer	Toronto	Delegate
Dieter Heins	Toronto	Alternate
Bill Colborne	Windsor	Delegate
Danny A. Castellan	Windsor	Alternate
Norman Johnson	Toronto	Regional Chairman
Damon Gowan	Houston	Pres./Elect ASHRAE
Richard Charles	San Francisco	V.P. ASHRAE
George Buckler	Hamilton	V.P. ASHRAE
Carolyn Stewart	Atlanta	Staff
Debra Canady-Foster	Atlanta	Staff
Jules Olsen	Toronto	DAL
John H. Fox	Toronto	Historian
Cliff Thompson	Toronto	Historian
Phil Landray	Toronto/Mississauga	V.C. Refrigeration
Gerard Doyle	Halifax	V.C. Membership
Jean-Guy Lahaie	Montreal	V.C. ETA
John B. Bisset	London	V.C. E & CP
Bob Morris	Hamilton	Nominating
Dalt McIntyre	Ottawa	Alt. Nominating
Ray Savickas	Hamilton	Membership Chairman
Len Fox	Toronto	ETA C. Chairman
George Menzies	Hamilton	Chapter Historian
Paul Conrad	Halifax	Pres. A.R.C.
Rob Craig	New Brunswick	CRC Chairman
J.E. Cox	National Capital U.S.	Staff ASHRAE

Region 2 CRC

ATTENDANCE

MONCTON, N.B.

EVENT: SECOND BUSINESS SESSION Thursday, August 24, 1989

<u>NAME</u>	<u>CHAPTER</u>	<u>AFFILIATION</u>
Harinder Singh	Halifax	Delegate
Doug Rafuse	Halifax	Alternate
Jim Buchanan	Hamilton	Delegate
John Thorne	Hamilton	Alternate
Roger Perron	Lac St. Jean	Delegate
France Renaud	Lac St. Jean	Alternate
Raynald Courtemanche	La Ville de Que.	Delegate
Yues Trudel	La Ville de Quel	Alternate
Bernard Ratledge	Mississauga	Delegate
Norman Nathan	Montreal	Delegate
Tony DiFruscio	Montreal	Alternate
Rino Levesque	New Brunswick	Delegate
Brien Storey	New Brunswick	Alternate
Charles Clemance	London	Delegate
Greg James	London	Alternate
Bill McKinnon	Ottawa Valley	Delegate
Byron Landry	Ottawa Valley	Alternate
Tom Kilmer	Toronto	Delegate
Dieter Heins	Toronto	Alternate
Bill Colborne	Windsor	Delegate
Danny A. Castellan	Windsor	Alternate
Norman Johnson	Toronto	D. & R.C.
Damon Gowan	Houston	Pres. Elect ASHRAE
Richard Charles	San Francisco	V.P. ASHRAE
George Buckler	HAMILTON	V.P. ASHRAE
Carolyn Stewart	Atlanta	Staff
Debra Canady-Foster	Atlanta	Staff
Jules Olsen	Toronto	DAL
John H. Fox	Toronto	Historian Committee
Cliff Thompson	Toronto	Historian
Phil Landray	Toronto/Miss.	V.C. Refrigeration
Gerard Doyle	Halifax	V.C. Membership
Jean-Guy Lahaie	Montreal	V.C. ETA
John B. Bisset	London	V.C. E.&CP
Bob Morris	Hamilton	Nominating
Dalt McIntyre	Ottawa	Alt. Nominating
Ray Savickas	Hamilton	Membership Chair,
Len Fox	Toronto	ETA C. Chairman
George Menzies	Hamilton	Chapter Historian
Paul Conrad	Halifax	Pres. ARC
Rob Craig	New Brunswick	CRC Chairman
J.E. Cox	National Capital U.S.	Staff àSHRAE

REGION 2 CRC

ATTENDANCE

MONCTON N.B.

EVENT: THIRD BUSINESS SESSION August 26, 1989 12 NOON

<u>NAME</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
Harinder Singh	Halifax	Delegate
Doug Rafuse	Halifax	Alternate
Jim Buchanan	Hamilton	Delegate
John Thorne	Hamilton	Alternate
Roger Perron	Lac St. Jean	Delegate
France Renaud	Lac St. Jean	Alternate
Raynald Courtemanche	LaVille de Que.	Delegate
Yues Trudel	LaVille de Que.	Alternate
Charles Clemance	London	Delegate
Greg James	London	Alternate
Bernard Rutledge	Mississauga	Delegate
Norman Nathan	Montreal	Delegate
Tony Defruscio	Montreal	Alternate
Rino Levesque	New Brunswick	Delegate
Brien Storey	New Brunswick	Alternate
Bill McKinnon	Ottawa Valley	Delegate
Byron Landry	Ottawa Valley	Alternate
Tom Kilmer	Toronto	Delegate
Dieter Heins	Toronto	Alternate
Bill Colborne	Windsor	Delegate
Danny A. Castellan	Windsor	Alternate
Cliff Thompson	Toronto	Region 2 Historian
Phil Landray	Toronto/Miss.	V.C. Refrigeration
Gerard Doyle	Halifax	V.C. Membership
Jean Guy Lahaie	Montreal	V.C. ETA
John Bisset	London	V.C. E & CP
Dalton McIntyre	OttAWA Valley	Alt. Nominating
Carolyn Stewart	Atlanta	Staff
Damon Gowan	Houston	Society Pres.Elect
Norm Johnson	Toronto	D. & R.C.
Richard A. Charles	Region 10	Society V.P.
George Buckler	Hamilton	Society V.P.
George Menzies	Hamilton	Member
Gerry Waselynychuk	New Brunswick	Secretary
Len Fox	Toronto	ETA Chairman
Jim Ovens	Toronto	Research Chairman
Victor Belliveau	Halifax	Research Chairman
Jim Tse	Halifax	ETA Chairman
Paul Aucoin	Halifax	Program Chairman
Ray Savickas	Hamilton	Membership Chairman
Gary Scott	Halifax	Past President
J.E. Cox	Washington	ASHRAE staff
Jim Mahoney	Ottawa Valley	PROGRAM Chairman
Gary Romagnoli	Hamilton	Research Chairman

Continued....

Attendance

Moncton, N.B.

EVENT: Third Business Session August 26, 1989 12 noon

NAMECHAPTERCHAPTER AFFILIATION

John Pollock	Hamilton	Refrigeration Chairman
Laurier Nichols	Montreal	Research Chairman
Rob Craig	N.B.	CRC Chairman
Jean Luc Morin	LaVille de Que	Research Chairman
Robert Dollard	LaVille de Que.	Membership Chairman
Daniel Robert	Montreal	Secretary
Real Labrosse	Montreal	Historian
Real Giguere	Montreal	Montrealer Editor

Region 2 CRC

ATTENDANCE

MONCTON N.B.

EVENT: Research Promotion Workshop August 26, 1989 8:00 a.m.

<u>NAME:</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
Gary Scott, Chairman	Halifax	Past President
Victor Belliveau	Halifax	Research Chairman
Laurie Conrad	Halifax	Member
Gary Romagnoli	Hamilton	Research Chairman
John Pollock	Hamilton	"R" Chairman
Roger Perron	Lac St. Jean	Delegate
Bernard Ratledge	Mississauga	Delegate
Charles Clemance	London	Research Chairman
Jean Luc Morin	LaVille de Quebec	Research Chairman
Laurier Nichols	Montreal	Research Chairman
Gerry Waselynychuk	New Brunswick	Research Chairman
Paul Baker	Ottawa Valley	Research Chairman
Jim Ovens	Toronto	Research Chairman
Cliff Thompson	Toronto	Region 2 Historian
Damon Gowan	Houston	ASHRAE Pres. Elect
George Buckler	Hamilton	ASHRAE V.P.
Richard Charles	Region X	ASHRAW V.P.
Joseph P. Gardner	Central N.Y. Region 1	V.C. Research Prom.
Mark Allen	Iowa, Region 6	V.C. Research Prom.
David Mickie	Souther Alta. Reg.11	V.C. Research Prom.
Mike Hart	Austin, Reg. 8	Chairman Research Prom.

Region 2 CRC

ATTENDANCE

MONCTON N.B.

EVENT: REFRIGERATION WORKSHOP

August 26, 1989 8:00 a.m.

<u>NAME</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
Phil Landray, Chairman	Toronto	V.C. - Refrigeration
John Pollock	Hamilton	Chairman
Yves Trudel	La Ville de Quebec	
France Renaud	Lac St. Jean	
Sam Bergeron	Montreal	Chairman
Dalton McIntyre	Ottawa	Nominating Com.
Terry Phelan	Halifax	Chairman
John Smale	Mississauga	Chairman
Brien Storey	New Brunswick	Treasurer/Alternate
Damon Gowan	Houston	ASHRAE Pres./Elect
Norm Johnson	Toronto	DRC
Tom Kilmer	Toronto	President
Greg James	London	President
Bill Colborne	Windsor	Delegate
Bill McKinnon	Ottawa	President
Real Labrosse	Montreal	Historian

Region 2 CRC

ATTENDANCE

MONCTON, N.B.

EVENT: HISTORIAN

DATE: August 26, 1989 8:00 a.m.

NAMECHAPTERCHAPTER AFFILIATION

Cliff Thompson

Toronto

Region 2 Historian

G.E. Menzies

Hamilton

Chairman Archives

John H. Fox

Toronto

Historial Committee

Bill McKinnon

Ottawa Valley

President

Real Labrosse

Montreal

Historian

Region 2 CRC

ATTENDANCE

MONCTON N.B.

EVENT: MEMBERSHIP PROMOTION August 26, 1989

8:00 a.m.

<u>NAME</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
M. Gerard Doyle, Chairman	Halifax	Regional V.C.
Danny A. Castellan	Windsor	Past President
Doug Rafuse	Halifax	Membership Chairman
Ray Savickas	Hamilton	Membership Chairman
Tom Kilmer	Toronto	President
Tony Difruscio	Montreal	President Elect
Robert Dollard	La Ville de Quebec	Membership Chairman
Debra Canady-Foster	ASHRAE Atlanta	Membership Manager
Greg James	London	President
Rick Bell	Ottawa	Membership Chairman
Bernard Ratledge	Mississauga	President
Damon Gowan	Houston	ASHRAE Pres. Elect
George Buckler	Hamilton	V.P. Society
Bill McKinnon	Ottawa	President
Norm Johnson	Toronto	D & R.C.
Dalton McIntyre	Ottawa	Nominating Committee

REGION 2

ATTENDANCE

MONCTON N.B.

EVENT: EDUCATION & CHAPTERS PROGRAMS WORKSHOP August 26, 1989 8:00 a.m.

<u>NAME:</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
John Bisset, V.C.	London	V.C. Education & C.P.
Real Giguero	Montreal	Montrealer Editor
Brien Storey	New Brunswick	Alternate
Bernard Ratledge	Mississauga	President
Carolyn Stewart	Atlanta/Headqtrs.	Staff
John Thorne	Hamilton	Alternate
Dieter Heins	Toronto	Alternate
Jim Buchanan	Hamilton	Delegate
Roger Perron	Lac St. Jean	Delegate
Yves Vezina	La Ville de Que.	Secretary
Daniel Robert	Montreal	Secretary
Jim Mahangy	Ottawa	V. Chairman
Harinder Singh	Halifax	Delegate
Dick Charles	Region 10	Society V.P.
Byron Landry	Ottawa Valley	Alternate
Danny A. Castellan	Windsor	Alternate
Paul Aucoin	Halifax	Chairman Prog.
Peter Ziebart	London	ETA Chairman

REGION 2 CRC

ATTENDANCE

MONCTON N.B.

EVENT: E.T.A. Workshop August 26, 1989 10:30 a.m. - 12 noon

<u>NAME</u>	<u>CHAPTER</u>	<u>CHAPTER AFFILIATION</u>
Jean-Guy Lahaie, Chairman	Montreal	ETA V.C. Region 2
Norman Nathan	Montreal	Delegate
Len Fox	Toronto	Chairman ETA Comm.
Irwin MacDonald	Moncton	Chairman ETA Comm.
Jim Tse	Halifax	Chairman ETA Comm.
Bill Colborne	Windsor	Delegate
Bob Morris	Hamilton	Bd. of Gov.
Byron Landry	Ottawa Valley	Alternate
Peter Ziebart	London	Chairman ETC Comm.
Raynald Courtemanche	LaVille de Quebec	Delegate
J.E. Cox	Washington	ASHRAE Staff
Dick Charles	Region 10	Society V.P.
B. Ratledge	Mississauga	President
G.E. Menzies	Hamilton	Member
France Renaud	Lac St. Jean	V.P. Treasurer

Revision 4
07.18.89

ASHRAE PROGRAMME
REGION II
CRC '89

Hotel Beausejour
Moncton, New Brunswick

WEDNESDAY, AUGUST 23, 1989

11:00 a.m.	-	5:00 p.m.	REGISTRATION - (ALL MEMBERS & GUESTS) LOCATION: MEZZANINE
1:30 p.m.	-	2:00 p.m.	CRC ORIENTATION - OPENING - COFFEE LOCATION: SALON B & C
2:00 p.m.	-	5:00 p.m.	CAUCUS (DELEGATES & ALTERNATES) LOCATION: SALON B & C
6:00 p.m.	-	8:00 p.m.	HOST RECEPTION LOCATION: QUEEN ELIZABETH SUITE
8:00 p.m.	-		DINNER AT RESTAURANT OF YOUR CHOICE

THURSDAY, AUGUST 24, 1989

8:00 a.m.	-	5:00 p.m.	REGISTRATION LOCATION: MEZZANINE
8:30 a.m.	-	9:00 a.m.	INTRODUCTIONS LOCATION: SALON B & C
9:00 a.m.	-	12:00 p.m.	FIRST BUSINESS SESSION LOCATION: SALON B & C
12:00 p.m.	-	1:00 p.m.	LUNCHEON LOCATION: SALON A
1:00 p.m.	-	4:00 p.m.	SECOND BUSINESS SESSION LOCATION: SALON B & C
4:15 p.m.	-	5:15 p.m.	EXECUTIVE SESSION (DELEGATES & ALTERNATES) LOCATION: SALON B & C
6:00 p.m.	-		MEET IN LOBBY BUS LEAVES AT 6:00 p.m.

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07.18.89

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THURSDAY, AUGUST 24, 1989 (cont'd)

7:00 p.m. - DINNER - COCAGNE NITE -
LOBSTER/MUSSELS/DANCE
 BOAT RIDE APPROXIMATELY 45 MINUTES
 (OPTIONAL) - DRESS VERY CASUAL

11:30 p.m. - FIRST BUS BACK TO MOTEL

12:30 p.m. - SECOND BUS BACK TO MOTEL

NOTE: COMPANION HOSPITALITY TO BE HELD IN EXECUTIVE SUITE

FRIDAY, AUGUST 25, 1989

7:00 a.m. - 8:00 a.m. ASHRAE RESEARCH CANADA
 (ANNUAL MEETING)
 LOCATION: PETITCODIAC

9:00 a.m. - 5:00 p.m. REGISTRATION
 LOCATION: MEZZANINE

8:30 a.m. - 11:30 a.m. TECHNICAL SEMINARS
 A) OPENING REMARKS
 B) JOHN SMALE-DUPONT CANADA
 C) SIMONE GODIN
 PROVINCE OF NEW BRUNSWICK
 D) COFFEE (SALON B & C)
 E) DR. SAMMI - UNIVERSITY OF MONCTON
 F) JIM COX - GOVERNMENT AFFAIRS (CFC)
 G) CLOSING REMARKS

12:00 p.m. - 2:00 p.m. PRESIDENTIAL LUNCHEON (NO AWARDS)
 LOCATION: SALON A
 (NORM JOHNSON TO SPEAK)

2:00 p.m. - 3:00 p.m. OPEN TIME/REGIONAL FUNDING

2:00 p.m. - 3:00 p.m. DRC, RVC's NOMINATING AND HISTORIAN
 MEETING
 LOCATION: PETITCODIAC

3:00 p.m. - 5:00 p.m. CHAPTERS ORIENTATION WORKSHOP
 (ALL DELEGATES & ALTERNATES -
 ALL CHAPTER MEMBERS)
 LOCATION: SALON B, C

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FRIDAY, AUGUST 25, 1989 (cont'd)

6:00 p.m. - 7:00 p.m. RECEPTION (CASH BAR)
LOCATION: SALON A

7:00 p.m. - DINNER - REGIONAL AWARDS & COMEDY SHOW SHOW
LOCATION: SALON A
INFORMAL DRESS (JACKET & TIE)

SATURDAY, AUGUST 26, 1989

8:00 a.m. - 9:45 a.m.	<u>FIRST WORKSHOP SESSION</u>	<u>LOCATION</u>
	1. Energy & Technical Affairs	CARTIER
	2. Education & Chapter Programming	PETITCODIAC
	3. Membership Promotion	RESTIGOUCHE
	4. Historians	MIRAMICHI
	5. Refrigeration	BOARDROOM
	6. Research Promotion	SHEDIAC
		HOSPITALITY SUITE
9:45 a.m. - 10:00 a.m.	COFFEE BREAK	
	LOCATION:	
10:00 a.m. - 11:45 a.m.	<u>SECOND WORKSHOP SESSION</u>	<u>LOCATION</u>
	1. Energy & Technical Affairs	CARTIER
	2. Education & Chapter Programming	PETITCODIAC
	3. Membership Promotion	RESTIGOUCHE
	4. Research Promotion	MIRAMICHI
	5. Refrigeration	BOARDROOM
	6. Research Promotion	SHEDIAC
	7. Government Affairs	MACDONALD
12:00 p.m. - 1:00 p.m.	THIRD BUSINESS SESSION & CLOSING	
	LOCATION: SALON B & C	
1:30 p.m. -	MONCTON "PUB" CRAWL MEET IN LOBBY AN OLD STYLE SATURDAY AFTERNOON WALKING DOWNTOWN TOUR OF SOME OF MONCTON'S FINEST DRINKING ESTABLISHMENTS	



ASHRAE American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.

1791 Tullie Circle, NE • Atlanta, Georgia 30329 ☎404- 636-8400 • Tlx 705343 ASHRAE • Fax 404-321-5478

Norman W. Johnson
Director & Regional Chairman II

Reply to: JOHNSON PATERSON INC.
210 Denison Street
Markham, Ontario, Canada
L3R 1B6
☎416-499-4822
Fax 416-475-3049

August 17, 1989

ASHRAE

REGIONAL CHAIRMAN'S REPORT

GENERAL:

1988-89 was what I would consider a very active year, with several accomplishments. Firstly, we had a bumper year with research promotion hitting an all time high. We will hear more later from the Vice Chairman.

We finally received an answer from Morton Slone and the Montreal Chapter as to the whereabouts and the use of the Chapter donations, for the review of the Refrigeration Engineers Code. I was a late entry onto the scene, so I am not too familiar with the whole program.

We also put to bed the case of the Halifax loan from Society, to cover their short fall in their last C.R.C., Four Hundred Dollars was received from the London Chapter, a portion of their excess Revenue from their last years C.R.C.; a second Four Hundred from Ottawa that we will receive this year. That too, was from their C.R.C. The Plan satisfies Controller Walter Glasser as well as Halifax.

CHAPTERS:

We still have a problem with most Chapters communicating and co-operating. Specifically, to request for names for Committee work at Society Level. Not only do I not receive names, but I don't receive acknowledgements to my letters.

I also asked for input to the ^{ASIGHTS} article highlighting Region II. Tony Giometta requested I prepare an article; and in turn I requested input from each Chapter. Only one Chapter replied without a follow up call from me; and even with a reminder I only received data from three Chapters.

Trying to get the Chapters questionnaire completed and in, is next to impossible. All are still not in! Why? How can Headquarters direct the C.R.C. packages to the delegates when they don't know who they are? It is also surprising and discouraging to know how many Chapters do not have an active C.R.C. Action Committee. We have one Chapter that's not going to make it, and I will be recommending their charter be forfeited. The minimum interest and desire is not there by the assigned members.

.../2

ASHRAE REPORT
August 17, 1989
Page 3

REGIONAL:

We have completed the first year with a Fall C.R.C. and I certainly believe the move was positive.

SOCIETY:

I must praise all Chapters that reviewed their Charters and Bylaws and returned them to Headquarters without delay.

SUMMARY:

I too, have completed my first full year as your Regional Chairman. Although I have experienced some frustration and realize that there is certainly more time and Fiscal expenditures than I had ever anticipated. I had not held any other Regional Office, and had not attended a C.R.C. since 1981 when I was a delegate and I had not experienced much Society Committee work. I was in awe and had my eyes opened with the first Board Meeting I attended as a Director. There is also considerable secretarial assistance required as well as telephone, and fax usage.

However, with all the surprises, I still enjoy the challenges of working with the Chapters in our Region as well as a member of Regions Council and the Board of Directors.

There is no better way of getting the insight of how our Society operates and the rewards that go with leading and building the Region. I would highly recommend you to consider expanding your horizons and become a part of your Region and Society, "The Greatest Technical Society In The World."

Thank you.

Norm Johnson,
Director and Regional Chairman

NWJ:tm



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

CHAPITRE MONTREAL CHAPTER

ASHRAE / 2850 de Miniac, St-Laurent, Qc H4S 1K9

Telephone: (514) 334-0767

PRELIMINARY

BUDGET

REPORT

CRC - Montreal - 1990

*Presented to: Norm Johnson
Regional Director
CRC - Moncton, New Brunswick*

*Presented by: Norman Nathan
CRC - Chairman - 1990
Montreal, Quebec*



ASHRAE INC. MONTREAL

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

CHAPITRE MONTREAL CHAPTER

ASHRAE / 2850 de Miniac, St-Laurent, Qc H4S 1K9

Telephone: (514) 334-0767

Mr. Chairman:

It is with great pleasure and honor that Montreal will be hosting the 1990 Chapter's Regional Conference.

Several activities have been planned for this effect. Traditionally, Montreal has always had a large participation at CRC's and it is hoped that tradition will repeat itself in 1990.

We expect a large turnout at the workshops by the Montreal Chapter and an incentive program will be sent out to the various chapters in order to ascertain full participation at the workshops by other chapters. Montreal, being a focal point could result in a decrease in chapter expenses to send their representatives to the workshops.

An extremely "posh" entertainment night is in the final stages of planning. This "Soirée de Paris" will involve a high caliber of entertainment supplied by the "French Can Can" girls! We are beat on making this night one that each delegate and alternate as well as staff from Society and Regions Council will remember.

We have enclose "preliminary" details of this event which will be modified but which we hope will nevertheless meet with your approval.

On behalf of the Board of Governors,

Norman Nathan

CRC - 1990, Chairman

CRC preliminary budget by Magdi Assaad, eng.

Montreal - 1990

Proposed events (to be finalized yet) :

<u>Proposed events (to be finalized yet) :</u>	<u>Number of participants projected</u>	<u>total projec</u>
<u>Day # 1</u>		
11 am to 6 pm : Registration\$ 25	fully reg'd members & spouses +30	85
6 pm to 8 pm : Host Cocktail (open bar)\$ 30	fully reg'd members & spouses	55
<u>Day # 2</u>		
9 am to noon : Workshops\$ 10	fully reg'd members + 10	50
Noon to 1 pm : Lunch\$ 30	fully reg'd members & spouses + 15	70
1 pm to 5 pm : workshops\$ 10	fully reg'd members + 10	50
7 pm to 11 pm : Soiree a Paris\$ 75	fully reg'd members & spouses + 95	150
<u>Day # 3</u>		
9 am to noon : workshops\$ 10	fully reg'd members + 10	50
Noon to 2 pm : President's lunch & regional awards distribution and technical seminar & closing.....\$ 40	fully reg'd members & spouses + 45	100
 <u>Full registration fees :</u>		
Member (includes all above)\$ 100	(40 participants expected)	
Spouse (includes all above except workshops) \$ 150	(15 participants expected)	
Late Registration (after July 15, 1990).....\$ 30		

REVENUE

Full registration (member)	40 @ \$ 100.....	7200
Full registration (spouse)	15 @ \$ 150.....	2250
Late registration	6 @ \$ 30.....	180
Partial registration	20 @ \$ 25.....	500
Workshops	20 @ \$ 10.....	200
Lunch (Thursday)	15 @ \$ 30.....	450
Soiree a Paris	95 @ \$ 75.....	7125
President's lunch (Friday)	45 @ \$ 40.....	1800
Reimbursement by Society (\$ 1500 US)	1400
Tours & social events	300
Sponsors (6 @ \$ 300)	1800
Table top display (4 @ \$ 250)	1000
Assessments from chapters : (\$ 5 per member)		
-Quebec (90)	450
-Moncton (70)	350
-Toronto (300)	1500
-London (50)	250
-Ottawa (150)	750
-Hamilton (100)	500
-Windsor (35)	175
-Lac St_Jean (20)	100
-Halifax (70)	350
-Montreal (330)	1650

TOTAL REVENUE	\$	29030

EXPENSES

Publicity :

-Printing	1400
-photography	400
-Secretarial & Labor	1200
-Postage (300 @ \$ 0.39)	120
-Advertising	500

Program :

-Speakers	1400
-Speaker's expenses	800
-Rental (AV, Typewriters,.. etc)	400
-Meeting rooms	900
-Awards	400

Social :

- Coffee & refreshment	800
- Hospitality room	1000
- Host Cocktail (Wed)	55 @ \$20	1100
- Lunch (Thursday)	70 @ \$25	1750
- Soiree a Paris	150 @ \$60	9000
- President's lunch	100 @ \$25	2500
- Flowers & decorations	460
- Telephone & message center	600
- Tours & special events.....	2200

General :

- Transportation	600
- Committee expenses	800
- Registration material	700

TOTAL EXPENSES 29030

A S H R A E
FALL 1990 CRC
DELEGATES AND ALTERNATES
REGION # 02

POS	NAME	BUSINESS NAME	ADDRESS	CITY STATE ZIP
CHAPTER 013 QUEBEC				
PRES	YVES TRUDEL	ENERTRAK INC	958 AVE DE LA RIVIERE	SAINTE FOY PQ G1Y 1Z7
SEC	JEAN R BUNDOCK	ROCHE LTEE	1050 GAUTHIER	SILLERY PQ G1S 3R7
DEL	YVES VEZINA	HYDRO-QUEBEC	2625 BOULEVARD LEBOURGNEUF	QUEBEC PQ G2C 1P1
ALT	JEAN R BUNDOCK	ROCHE LTEE	1050 GAUTHIER	SILLERY PQ G1S 3R7
CHAPTER 014 MONTREAL				
PRES	ANTONIO DI FRUSCIO	JO-AD INDUSTRIES LTD	139 PIERRE CHASSEUR	STE ROSE, LAVAL PQ H7L 4A
SEC	HAROUT HARRY TOPIKIAN	CIRCUL-AIRE INC	3999 COTE VERTU W	MONTREAL PQ H4R 1R2
DEL	ANTONIO DI FRUSCIO	JO-AD INDUSTRIES LTD	139 PIERRE CHASSEUR	STE ROSE, LAVAL PQ H7L 4A
ALT	MAGDI ASSAAD	VANIER COLLEGE	12024 ST EVARISTE ST	MONTREAL PQ H4J 2B5
CHAPTER 015 OTTAWA VALLEY				
PRES	BYRON J LANDRY	J L RICHARDS & ASSOC LTD	1498 YORK MILLS DR	ORLEANS ON K4A 2N4
SEC	NEIL K ARMSTRONG	YORK A/C LTD	155 COLONNADE RD UNIT 9	NEPEAN ON K2E 7K1
DEL	BYRON J LANDRY	J L RICHARDS & ASSOC LTD	1498 YORK MILLS DR	ORLEANS ON K4A 2N4
ALT	CHRISTOPHER R FRAULEY	LAVALIN ENGINEERS INC	1382 ORILLIA ST	OTTAWA ON K1H 7N7
CHAPTER 016 TORONTO				
PRES	ROY F CHAFFEY	HUMBER CAAT	29 METCALFE CT	GEORGETOWN ON L7G 4N7
SEC	JOHN K HODGE	ONTARIO HYDRO	48 LANGEVIN CRES	WEST HILL ON M1C 2B6
DEL	ROY F CHAFFEY	HUMBER CAAT	29 METCALFE CT	GEORGETOWN ON L7G 4N7
ALT	RAY E REPO	CONSUMERS GAS CO	P O BOX 650	SCARBOROUGH ON M1K 5E3
CHAPTER 037 HAMILTON				
PRES	ROBERT B BATES	C.D. HOWE CENTRAL LTD.	95 N. CUMBERLAND ST.	THUNDER BAY ON P7C 5G6
SEC	DARYL E SOMERS	NIAGARA PLUMBING SUPPLY	4600 STANLEY AVE	NIAGARA FALLS ON L2E 4Z6
DEL	ROBERT B BATES	C.D. HOWE CENTRAL LTD.	95 N. CUMBERLAND ST.	THUNDER BAY ON P7C 5G6
ALT	DAVID WILLIAM RASMUSSEN	DELHI INDUSTRIES	25 C BRYNA AVE	HAMILTON ON L9A 4W9
CHAPTER 100 HALIFAX				
PRES	DOUGLAS A RAFUSE	CITY OF HALIFAX	P O BOX 1749	HALIFAX NS B3J 3A5
SEC	KIRK A HIMMELMAN	CARRIER EASTERN	34 PIONEER AVE	HALIFAX NS B3M 1W8
DEL	DOUGLAS A RAFUSE	CITY OF HALIFAX	P O BOX 1749	HALIFAX NS B3J 3A5
ALT	ELMER D SPENCER	E H PRICE LTD	10 AKERLEY BLVD SUITE 38	DARTMOUTH NS B3B 1J4
CHAPTER 116 LONDON				
PRES	THOMAS DRENNAN	DRENNAN REFRIG	1777 OXFORD ST E	LONDON ON N5V 2Z6
SEC	OWEN RICHARD GLENDON	DRENNAN REFRIG	CHORLEY & BISSET LTD	LONDON ON LONDON ONT CANA
DEL	THOMAS DRENNAN	DRENNAN REFRIG	1777 OXFORD ST E	LONDON ON N5V 2Z6
ALT	DARRYL K BOYCE	UNIV OF WESTERN ONTARIO	1151 RICHMOND STREET SERVICES	LONDON ON N6A 5B9
CHAPTER 117 NEW BRUNSWICK				
PRES	GARY D FAHIE	E H PRICE LTD	71 VICTORIA ST	MONCTON NB E1C 1P5
SEC	ALYRE GALLANT	E & R SERVICES LTD	88 BEAVERBROUT ST	MONCTON NB E1C 8H7
CHAPTER 140 SAGUENAY-LAC ST JEAN				
PRES	FRANCE RENAUD	GENIVEL INC	345 RUE DES SAGUENEENS ROOM 10	CHICOUTIMI PQ G7H 6K9
SEC	DENIS BERGERON	ADS ASSOCIES LTEE	1175 MELANCON	CHICOUTIMI PQ G7H 1P1
DEL	FRANCE RENAUD	GENIVEL INC	345 RUE DES SAGUENEENS ROOM 10	CHICOUTIMI PQ G7H 6K9
ALT	DENIS BERGERON	ADS ASSOCIES LTEE	1175 MELANCON	CHICOUTIMI PQ G7H 1P1
CHAPTER 141 WINDSOR				
PRES	GREGORY T BLACK	UNION GAS LIMITED	50 KEIL DRIVE NORTH	CHATHAM ON N7M 5M1
SEC	STEVEN K KOUTSONICOLAS	FAHRHALL MECH CONTR	1920 WESTCOTT	WINDSOR ON N8W 4K4
DEL	GREGORY J DUFOUR	BRYANT HEATING	3194 DEVON DR	WINDSOR ON N8X 4L2
ALT	GREGORY T BLACK	UNION GAS LIMITED	50 KEIL DRIVE NORTH	CHATHAM ON N7M 5M1

A S H R A E
FALL 1990 CRC
DELEGATES AND ALTERNATES
REGION # 02

POS	NAME	BUSINESS NAME	ADDRESS	CITY STATE ZIP
CHAPTER 153	MISSISSAUGA			
PRES	LOUIS J DOODY	LOU DOODY INC	2394 DEER RUN AVE	OAKVILLE ON L6J 6K6
SEC	BYRON S CONRAD	NUTEMP MECHANICAL SYSTEMS LTD	66 THOMAS ST UNIT 36	MISSISSAUGA ON L5M 2P3
DEL	LOUIS J DOODY	LOU DOODY INC	2394 DEER RUN AVE	OAKVILLE ON L6J 6K6
ALT	THOMAS R KERR	CANADA PACKERS INC	2200 ST CLAIR AVE W	TORONTO ON M6N 1K4

1991-0-REGION-II-VC-NOM
CRC VC NOMINATING MEMBER & ALTERNATE

VC EDUCATIONAL ACTIVITIES

0064827 116
JOHN B BISSET (90)[91]
CHORLEY & BISSET LTD
521 COLBORNE ST
LONDON ON N6B 2T6
CANADA
519/679-8660
TELEX: FAX:5196792145
CHORLEY & BISSET LTD

VICE RESEARCH PROMOTION

0661770 100
GARY B SCOTT (90)[91]
N S DEPT OF FISHERIES
1959 UPPER WATER ST
PO BOX 2223
HALIFAX NS B3J 3C4
CANADA
902/424-0344
TELEX: FAX:9024244671
N S DEPT OF FISHERIES

VCH/ENERGY AND TECH ACTIVITIES

0367848 015
SIMON JOL (90)[91]
51 CORKSTOWN RD
NEPEAN ON K2H 7V4
CANADA
613/728-3571
TELEX: FAX:6137286012
J L RICHARDS & ASSOCIATES

NOMINATING COMM MEMBER

0484434 015
DALTON J MC INTYRE (90)[91]
732 SOUTHMORE DR W
OTTAWA ON K1V 7A1
CANADA
613/523-1651
TELEX: FAX:

VC MEMBERSHIP PROMOTION

0197019 015
JOHN T DUGAN (90)[91]
LANDIS & GYR POWERS LTD
2435 HOLLY LN
OTTAWA ON K1V 7P2
CANADA
613/733-9781
TELEX: FAX:6137374985
LANDIS & GYR POWERS LTD

NOMINATING COMM ALTERNATE

0517590 037
ROBERT J MORRIS (90)[91]
1452 UPPER JAMES ST
HAMILTON ON L9B 1K3
CANADA
519/756-5760
TELEX: FAX:
MADOK MANUFACTURING LTD

VC REFRIGERATION

0417393 037
PHILLIP B LANDRAY (90)[91]
389 SIMCOE ST
NIAGARA-ON-THE-LAKE ON L0S 1J0
CANADA
416/826-9508
TELEX: FAX:4168262349
CARRIER CANADA LTD

() = Starting month on committee is July of year shown
[] = Ending month on committee is June of year shown

INSTRUCTIONS FOR CRC SUMMARY REPORT

1. Fill in your region number and the current Society year in the blanks provided.
2. Place your chapter name and number in the blanks provided.
3. Include the CRC city location, state and/or province in the appropriate blanks.
4. Fill in the date of the CRC Business Session in the appropriate blank.

Note: The "current" Society year is the year being reported, which for Regions with Fall CRCs in the year just completed, and for regions having Spring CRCs in the year about to be completed.

MEMBERSHIP PROMOTION:

List the number of assigned members, student members, chapter members, new members to date, members delinquent to date, the number of upgrades, in the appropriate blanks as of July 1st and for the current Society year. This information is published with the PAOE information by Society. Also include the date of your Membership Night and the number of guests attending Membership Night as of July 1st and for the current Society year.

EDUCATIONAL ACTIVITIES:

List the names(s) of your Student Branch(es). Check (yes) if you have a Student Night, (no) if you don't have a Student Night. If you have a Student Night fill in the number of students attending Student Night. Fill in the number of scholarships, including the total dollar value; the number of grants-in-aid include the total dollar value and describe any Special Activities in the appropriate blanks.

Chapter Meeting/Technical Programs: (Excluding Social Functions)

List each of the following items: number of technical programs, total number of meetings, average meeting attendance, number of pre-Dinner Sessions and the best program as shown for the previous Society year and for the current Society year. Also, list any comments you might have on the programs, speaker lists, etc. Be sure to exclude social functions. Chapters with Fall CRCs should list the totals from the previous Society year and the current Society year. Chapters with Spring CRCs should list the totals for the previous Society year and the totals-to-date.

Social Functions:

List your chapter social functions and comment on their success or failure.

ENERGY AND TECHNICAL ACTIVITIES:

Fill in the appropriate blanks with the following information: Number of legislative liaison, number liaison other than Societies, number of Joint Action Programs, number of entries, number of sessions and the number of chapter Seminars for the previous Society year and the current Society year.

RESEARCH PROMOTION/FUND RAISING:

List each of the following items: quota, number of contributions (including the dollar value and the dollars-per-member as shown for previous Society year and current Society year.) Also include any special activities or comments in the blanks provided. Chapters with Fall CRCs should list the totals from the previous Society year and current Society year. Chapters with Spring CRCs should list the totals for the previous Society year and totals-to-date.

REFRIGERATION:

List each of the following items: number of chapter Technical Sessions (pre-dinner), number of chapter Refrigeration programs held at the chapter's monthly meeting, number of chapters seminars held on Refrigeration, number of members whose primary interest is Refrigeration, number of chapter members who attended the Professional Development Seminar on Refrigeration, number of Refrigeration Handbook chapters reviewed.

FINANCES:

The information required on this form is minimal. Fill in the blanks for the following items: the dollar amount for reserve funds, current balance, chapter dues, member cost of meals, guest cost of meals for the previous Society year and the current Society year. Also, indicate by checking (yes) or (no) if you have a cash bar. If you have a cash bar include the dollar amount for the previous Society year and the current Society year. If you have a balance sheet or pre-printed budget analysis, attach it as part of the finance information. If you have a package plan, give the details for that plan on the blanks provided. Describe any other sources of income and describe any special project or programs funded on the appropriate blanks.

CRC ACTION COMMITTEE PROPOSALS:

Your chapter CRC Action Committee should formally meet and make proposals through your Board of Governors. These action items should be listed on the form or attach a copy of the action items to be presented at the CRC.

CHAPTER PROBLEMS:

List your chapter's problems and comment on your solutions to these problems.

CHAPTER INNOVATIONS AND SUGGESTIONS:

Comment on any successes and new ideas that were introduced during the year.

PAOE POINTS:

Fall CRCs should list the PAOE points for the following items: membership growth, meeting attendance, research promotion, educational activities, energy/technical activities and CRC attendance for the previous Society year and the Society year just completed.

Spring CRCs should list the PAOE points for the following items: membership growth, meeting attendance, research promotion, educational activities, energy/technical activities, and CRC attendance for the previous Society year and the then list the points-to-date.

Upon completion of the form the chapter president is required to sign the form on the line indicated as such and the following attachments should be included:

1. CRC action items
2. Best newsletter of the year
3. Special seminar program
4. Chapter Information Questionnaire
5. Copy of Chapter Roster
6. Product Directory (if published)
7. Chapter committee chairmen MBOs
8. Refrigeration

ASHRAE CRC SUMMARY REPORT REGION _____ Society Year 19__ - 19__

Note: The "current" Society year is the year being reported, which for Regions with Fall CRCs is the year just completed and for regions having Spring CRCs is the year about to be completed.

Chapter _____ Chapter No. _____
 CRC Location: City _____ State/Province _____
 CRC Business Session: Date _____, 19__

MEMBERSHIP PROMOTION

	Previous Year ()	YTD () As of _____
Assigned Members	_____	_____
Student Members	_____	_____
Chapter Members	_____	_____
New Members to Date	_____	_____
Members Delinquent to Date	_____	_____
Number of Upgrades	_____	_____
Date of Membership Night	_____	_____
Guest Attendance (Membership Night)	_____	_____

EDUCATIONAL ACTIVITIES

Name(s) of Student Branch(es)

Do you have a Student Night? Yes _____ No _____

Number of students attending Student Night _____

Number of Scholarships _____

Total \$ Value _____

Number of Grants in Aid _____

Total \$ Value _____

Special Activities (describe)

**Chapter Meeting/Technical Programs
Excluding Social Functions)**

**Previous Year
()**

**YTD ()
As of _____**

Number of Technical Programs

Total Number of Meetings

Average Meeting Attendance

Number of Pre-Dinner Sessions

Best Program

Comments on the Programs, Speaker Lists, etc.

Social Functions

ENERGY AND TECHNICAL ACTIVITIES

**Previous Year
()**

**YTD ()
As of _____**

Number of Legislative Liaisons

Number of Liaison other Societies

Number of Energy Award Entries

Number of Sessions

Number of Chapter Seminars

RESEARCH PROMOTION/FUNDRAISING

	Previous Year ()	YTD () As Of _____
Quota	_____	_____
Number of Contributions	_____	_____
Dollar Value	\$ _____	_____
Dollars per Member	\$ _____	_____

Special Activities or Comments

REFRIGERATION

	Previous Year ()	YTD () As Of _____
Number of Refrigeration sessions	_____	_____
Number of chapter Refrigeration programs	_____	_____
Number of chapter Refrigeration seminars	_____	_____
Number of new members with Refrigeration as primary interest	_____	_____
Number attending PDS on Refrigeration	_____	_____
Number of Refrigeration Handbook chapters reviewed	_____	_____

FINANCES

	Previous Year ()	YTD () As Of _____
Reserve Funds	\$ _____	\$ _____
Current Balance	\$ _____	\$ _____
Chapter Dues	\$ _____	\$ _____
Member Cost of Meals	\$ _____	\$ _____
Guest Cost of Meals	\$ _____	\$ _____
Cash Bar? Yes ___ No ___	\$ _____	\$ _____
Package Plan? _____ Give Details:		

Description of Other Sources of Income?

Description of Special Projects or Programs Funded?

CRC ACTION COMMITTEE PROPOSALS

CHAPTER PROBLEMS

CHAPTER INNOVATIONS AND SUGGESTIONS

PAOE POINTS

	Previous Year ()	YTD () As Of _____
Membership Growth	_____	_____
Meeting Attendance	_____	_____
Research Promotion	_____	_____
Educational Activities	_____	_____
Energy & Technical Activities	_____	_____
CRC Attendance	_____	_____
Refrigeration	_____	_____

Attachments:

1. CRC Action Items
2. Best Newsletter of the Year
3. Special Seminar Program
4. Chapter Information Questionnaire
5. Copy of Chapter Roster (Optional)
6. Product Directory (if published)
7. Chapter committee Chairmen MBOs

SIGNED: _____
Chapter President



ASHRAE HONORS AND AWARDS

Nominations for personal Society awards (F. Paul Anderson, ASHRAE-ALCO, Fellow, Holladay Distinguished Fellow, 50-Year Distinguished Member, Honorary Member, Distinguished Service and Andrew T. Boggs) should be submitted to the Honors and Awards staff liaison at headquarters, and may come through your CRC, or directly from a chapter or individual sponsor. All nominations must be accompanied by a current, detailed (relating to achievements for consideration) and legible biographical record form and a letter of recommendation briefly describing the candidate's qualifications (except for DSA, which is awarded strictly on the basis of Society committee service). Material must be received at headquarters not later than December 1 for consideration at the Winter Meeting, and by May 1 for the Annual Meeting, in order to allow time for reproduction and distribution to the Honors and Awards Committee. (Exceptions will be made for nominations submitted through a CRC which is held later in May.)

PRESENTED

HONORARY MEMBER

Winter or Annual Meeting

Presented to an outstanding person of professional distinction. Usually presented to someone not a member of the Society. Not more than 3 per year. Previous Awardees: Milton Eisenhower, Herbert Hoover, etc. (In form of a certificate)

FELLOW

Winter Meeting

Full-grade Member for 10 years; attained distinction in the arts of our Society. Teaching, research, invention, design and supervision of large projects. (In form of a certificate)

F. PAUL ANDERSON AWARD

Winter Meeting

To honor a member who has done outstanding work in the arts of our Society. Previous Awardees: Willis Carrier, Sam Lewis, Carl Ashley, Donald Kroeker, etc. One per year. (In form of a gold medal and certificate)

ASHRAE-ALCO AWARD

Winter Meeting

To honor a member each year who has performed outstanding public service to his/her community to improve the public image of the engineer. One per year. (In form of a medal and certificate)

LINCOLN BOUILLON AWARD

Annual Meeting

To honor a member each year who has done the most outstanding work in increasing the membership of the Society. One per year. (In form of a gold medal)

ASHRAE ASHAE-HOMER

ADDAMS AWARD

Annual Meeting

For research work under Research and Technical Committee. (\$600 and a certificate)

WILLIS H. CARRIER AWARD

Annual Meeting

For best paper by a member less than 32 years of age. (\$500 and a certificate)

ASHRAE TECHNICAL PAPER AWARD

Annual Meeting

Best papers presented at a Society meeting and published in Transactions. Maximum of 3 per year. (\$500 and a certificate)

ASHRAE SYMPOSIUM PAPER AWARD

Annual Meeting

Best paper presented at a symposium at a Society meeting. (\$500 and a certificate)

ASHRAE JOURNAL AWARD

Annual Meeting

Best paper or article published in the ASHRAE Journal during preceding calendar year. (\$250 and a certificate)

RALPH G. NEVINS AWARD

Annual Meeting

Best paper on individual's response to environment by a student author(s) published by ASHRAE or an ASHRAE Associate during preceding calendar year. (\$200 and a certificate)

REGIONAL AWARD OF MERIT

Regional Conference

An award, signed by the Regional Chairman, intended for those members who have done outstanding work for the Society at the Regional level. Maximum of 3 per year. (In form of a certificate)

50-YEAR MEMBER

Annual Meeting

(In form of a certificate)

DISTINGUISHED 50-YEAR MEMBER

Annual Meeting

An award to a 50-Year member and past President, Fellow, or DSA or individual who has performed outstanding service. (In form of a certificate)

LOUISE & BILL HOLLADAY DISTINGUISHED FELLOW

Annual Meeting

"...to honor a Fellow of the Society, recognizing outstanding distinction technically in the arts relating to the sciences of heating, refrigeration, air-conditioning or ventilation, or the allied arts and sciences, plus outstanding work or service in, or on behalf of, the Society." (In form of a medal and certificate)

ENERGY AWARDS

Winter Meeting

To recognize outstanding achievement by ASHRAE members and to encourage their participation in the implementation of efficient energy management measures. 1st, 2nd and 3rd place winners in each of 3 categories.

INTERNATIONAL ACTIVITIES AWARD

Annual Meeting

To recognize members of the Society, both overseas and North American, who have done the most to enhance the Society's international presence or posture. (In form of a certificate)

DISTINGUISHED SERVICE AWARD

Annual Meeting

To honor members of the Society for committee service at the Society level. (In form of a certificate)

WILLIAM J. COLLINS, JR. AWARD

Annual Meeting

Research Promotion Award. To honor the chapter research promotion chairman who excels in raising funds for ASHRAE research. (In form of a certificate)

ANDREW T. BOGGS AWARD

Annual Meeting

To annually recognize a past DSA awardee for continuing, unselfish, dedicated and distinguished service to the Society (ASHRAE). (In form of a medal and certificate)

DISTINGUISHED SERVICE AWARD POINT SCORE REVISION

(Minimum 15 points)

A. SOCIETY OFFICER/BOD/CHAPTER	POINTS
1. President	5
2. President-Elect	4
3. Officers: Vice President, Treasurer	3

4. BOD:
- a. Regional (includes service on DRC & Chairman of CRC) 3/yr.
 - b. Director At Large (DAL) 2/yr.
5. Chapter President 1/yr.
6. Chapter Officers other than President 1/4/yr.
7. CRC meeting general chairman 1/2/yr.
- B. SOCIETY STANDING COMMITTEES (Including Councils, Standards, & R&T Committees) NOTE: FOR HANDBOOK REFER TO C(4) BELOW**
- 1. Councils (voting members only; no double points) 1/yr.
 - 2. Chairman of standing committee 2/yr.
 - 3. Chairman of standing subcommittee of Standards 2/yr.
 - 4. Standing committee member 1/yr.
 - 5. Nominating Committee Alt. (if attended req'd meetings) 1/2/yr.
 - 6. Consultant (unpaid) 1/2/yr.
- C. SOCIETY PROJECTS COMMITTEE**
- 1. Standards Projects Committee
 - a. Chairman 3/project
 - b. Member 1/2/project
 - 2. Task Group
 - a. Chairman 1/yr.
 - b. Member 1/2/yr.
 - 3. Presidential Ad-Hoc Committee
 - a. Chairman 2/project
 - b. Member 1/2/project
 - 4. Handbook & Product Directory
 - a. Handbook Committee Chairman 2/yr.
 - b. Handbook chapter author* 2/chapter
 - c. Handbook chapter revisor 1/2/chapter
 - d. Handbook volume committee chairman 3/volume
 - e. Handbook volume committee member 1-1/2/volume
 - 5. Symposium Chairman 1/symposium
 - 6. Seminar Chairman 1/2/seminar
 - 7. Forum Moderator 1/4/forum
 - 8. Annual/semiannual meeting
 - a. General Chairman 2/meeting
 - b. General Co-Chairman 1/meeting
 - c. Subcommittee chairman 1/meeting
 - 9. Intersociety assignments 1/2/activity
- D. TECHNICAL COMMITTEES**
- 1. Chairman of committee 1/yr.
 - 2. Member, including subcommittee chairman 1/2/yr.
 - 3. Corresponding member 1/4/yr.
- E. SPEAKERS/AUTHORS—SOCIETY**
- 1. Annual/winter ASHRAE meeting:
 - a. Technical paper author 1/paper
 - b. Symposium author 1/paper
 - c. Seminar speaker 1/seminar
- F. PUBLISHED PAPERS**
- ASHRAE Journal article (not presented at meeting) 1/2/article

MAXIMUM POINTS ALLOWED

SOCIETY PROJECTS COMMITTEES:

- SPC Committees 7
- Task Groups 7
- Presidential Ad-Hoc 7
- Handbook 7
- Technical (3 points on any one committee) 10
- Intersociety assignments 3

SOCIETY STANDING COMMITTEES:

- Society No max
- Councils No max
- Standards No max
- R & T No max

ALL CHAPTER ACTIVITIES

AUTHORS No max

*Co-authors divide points

THE FOREGOING DSA POINT SCORE REVISION WAS APPROVED BY THE HONORS & AWARDS COMMITTEE AT ITS MEETING ON 6/29/82 IN TORONTO.

POINT SCORE FOR REGIONAL AWARD OF MERIT

(10 Point Requirement)

NOTE: Chapter Activities: Maximum 6 points
Society/Regional Activities: Maximum 6 points

A. CHAPTER POINTS

- President 2/yr.
- Vice-President (or Pres. Elect) 1/yr.
- Secretary 1/2/yr.
- Treasurer 1/2/yr.

Chapter Chairman:

- Membership Promotion, Energy and Technical Affairs, Education and Chapter Programs, Research Promotion 1/2/yr.
- Chapter Board of Governors 1/2/yr.
- Seminar Chairman or Instructor 1/yr. Max 2

B. REGIONAL CONFERENCE (CRC)

- General Chairman (Conference) 2/meeting
- CRC Program Chairman 1/meeting
- CRC Speaker 1/2/meeting
- CRC Speaker (other than Vice Chairman) 1/2/meeting (Max 1 per)

C. REGIONAL/SOCIETY ACTIVITY

- Regional Chairman 2/yr.
- CRC Delegate 1/yr.
- CRC Alternate 1/2/yr.

Regional Vice Chairman:

- a. Membership Promotion 1/yr.
- b. Education and Chapter Programs 1/yr.
- c. Research Promotion 1/yr.
- d. Energy and Technical Affairs 1/yr.

- Regional Refrigeration 1/2/yr.
- Regional Historian 1/2/yr.
- Nominating Committee Member 1/yr.
- Nominating Committee Alternate 1/2/yr.

REGIONAL AWARD OF MERIT

1. The purpose of this award is to recognize the activities and contributions of members of ASHRAE at the Chapter and Regional level.
2. The form of the award is a certificate setting forth the achievements for which the award is to be made.
3. Not more than three awards each year shall be made by each Region.
4. The nomination of a candidate shall be made by the delegate from the candidate's chapter to the Chapters Regional Conference. The final selection shall be made by majority vote of the Chapters Regional Conference delegates in Executive Session at the CRC.
5. Qualifications of a candidate shall be a minimum of ten credit points from the list of activities. The qualifications must be submitted in writing to the Chapters Regional Committee and include a biographical record of the services rendered and the year of accomplishment.
6. Final selection does not require the approval of either the Honors and Awards Committee or the Board of Directors.
7. Presentation of the award shall be made by the Regional Chairman at the Chapters Regional Conference, (or at a suitable location) following the candidate's nomination and election.
8. Candidates should be reviewed by the regional chairman and the regional nominating committee member for accuracy of the data submitted prior to submitting to Society.

Fall CRCs

WORKSHEET FOR EXECUTIVE SESSION - REGION II CRC

Recommendations for Society Year 91-92

Instructions: The Nominating Committee Member, as Chairman of the CRC Executive Session, is responsible for submitting this worksheet to the Executive Director/Secretary, ASHRAE, 1791 Tullie Circle, NE, Atlanta, GA 30329 within 30 days of the CRC.

Copies of Parts 2, 3, 4, 5, and 6 should be sent to the Regional Chairman.

- Note:**
1. All candidates should be listed in order of preference.
 2. If there is no current biographical record on file at Society Headquarters for a candidate, please submit one.

1. OFFICERS AND BOARD OF DIRECTORS

	<u>SY 90-91</u>	<u>CRC Recommendations for SY 91-92</u>
President-Elect	Donald G. Rich	_____
Treasurer	Richard A. Charles	_____
Vice President	Richard B. Hayter	_____
Vice President	Billy R. Manning	_____
Vice President	Julius C. Olsen	_____
Vice President	Neil R. Patterson	_____
Director-at-Large	J. Barrie Graham (IX)	_____
Director-at-Large	Morris L. Markel (I)	_____
Director-at-Large	Faye C. McQuiston (VIII)	_____
Regional Chairman	Norman W. Johnson	1. _____
	(Supply 3 candidates in order of preference.)	2. _____
		3. _____

Submitted by:

Member, Nominating Committee

Date

2. SOCIETY COMMITTEES* (Recommendations to Society President-Elect)

Accreditation Activities	_____
Charter and Bylaws	_____
Environmental Health	_____
Finance	_____
Government Affairs	_____
Handbook	_____
Historical	_____
Honors and Awards	_____
International	_____
Journal/Insights	_____
Long Range Planning	_____
Meetings and Expositions	_____
Research and Technical**	_____
Society Programs	_____
Special Publications	_____
Standards**	_____

* Candidates should have indicated willingness to serve on committees before recommendation by CRC.

** Elected by Board of Directors at Society Winter Meeting.

3. NOMINATING COMMITTEE

Note: Nominating Committee Members and Alternates must be Members of the Society for a minimum of five years at the time of nomination.

	<u>90-91</u>	<u>91-92</u>	<u>92-93</u>
Member	<u>Dalton J McIntyre*</u>	_____	_____
Alternate	<u>Robert J Morris</u>	_____	_____

*Chairs CRC Executive Session.

4. REGIONAL VICE CHAIRMEN - Grass Roots Committees

Note: Select three in each category, if possible.

Candidates for Regional Vice Chairmen must be Members of the Society for three years at the time of nomination.

	<u>90-91</u>	<u>91-92</u>		
		<u>First</u>	<u>Second</u>	<u>Third</u>
Educ Activities	<u>John B Bisset</u>	_____	_____	_____
Energy/Tech Actv	<u>Simol Jol</u>	_____	_____	_____
Membership Promo	<u>John T Dugan</u>	_____	_____	_____
Refrigeration	<u>Gaetano Defeo</u>	_____	_____	_____
Research Promo	<u>Gary B Scott</u>	_____	_____	_____

Please forward these names to the Regional Chairman who will make recommendations to President-Elect who will make the appointments.

5. CRC GENERAL CHAIRMAN - Report names of next 3 upcoming general chairmen:
 (Note: This is NOT an Executive Session item. It is included on this sheet for convenience of reporting.)

	<u>Name</u>	<u>Host Chapter</u>	<u>CRC Year</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

6. RECOMMENDATIONS FOR SOCIETY HONORS AND AWARDS

Candidates

Honorary Member
(Eminent Professional
Distinction)

Fellow
(Unusual Distinction)

F. Paul Anderson Award
(Outstanding work - one per year)

ASHRAE-ALCO Award
(Outstanding Public Service)

Distinguished Service Award
(Society Work)

Louise and Bill Holladay
Distinguished Fellow Award

Andrew T. Boggs Service Award
(Continued Distinguished Service)

7. REGIONAL AWARD OF MERIT (3 per year maximum)

Note: Include wording of citation. (Add sheets if necessary.)

1. _____

2. _____

3. _____

GUIDELINES FOR MOTIONS AND RESOLUTIONS

Motions and resolutions coming out of Chapters Regional Conference (CRC) can be most effective if presented in proper form. Often, a fine conceptual resolution is lost in the legislative process at Society level for want of proper wording, background, explanation, or research. The purpose of this document is to furnish suggestions for proper development of motions, and to funnel the motion into the correct committee.

First, it is important to understand the legislative process at Society level. Motions coming from CRC are first directed to the committee whose functions deal with the subject matter of the motion. The opinions of the appropriate committee are then passed to the Regions Council, acted upon by the Regions Council if appropriate, and then redirected to appropriate councils, standing committees or to the Board of Directors for final action. In the case of matters effecting the Presidential Award of Excellence, the Regions Council directs these to the Board of Directors for final action. In the case of matters effecting the Presidential Award of Excellence, the Regions Council directs these to the President-elect since the award criterion are the responsibility of the President-elect. Matters of interpretation or allocation are directed to appropriate staff members. The CRC Action Committee chairman should take guidance from the Regional Chairman or Vice-Chairmen as to the appropriate direction or authority for the requested action.

- A. **Motion Format:** The motion should be written in concise, succinct language ("whereases" and "legaleze" do not enhance the understandability or acceptability of motions). The body of the motion should contain as completely as possible the following information:
1. State completely the action which is being recommended or requested.
Example: Move that student dues be lowered. . .
 2. Qualify wherever possible elements of the motion so that they are not open ended or open for interpretation, debate, or floor negotiation.
Example: Move that student dues be lowered to \$5 per year. . .
 3. Include wherever appropriate the time frame for the execution of your request.
Example: Move that student dues be lowered to \$5 per year effective July 1, 1982.
- B. **Required Background Information:** As a separate statement provide historical background, progression of events, related

incidents, and other general information which would be helpful for the body to appropriately debate and decide on the issue. The more thorough the background, the more convincing the arguments, the more complete the research, and the more beneficial the request is to the betterment of the Society, the more likely the matter will be dealt with favorably. The CRC should be aware that matters involving fiscal impact must be cleared through the finance committee as a part of the process. Any research and information provided as background will simplify and minimize delays due to fiscal impact study.

In Summary, a good motion spells out who, what, when, how much, and then explains why it is a good and timely action.

- C. **Basic Functions of Committees:** (Committee Chairmen Report to Councils)
- Membership Promotion:** Maintain and improve ASHRAE membership in all categories.
- Energy and Technical Affairs:** Help develop energy management activities at the chapter level, promote the Energy Award Competition program, develop an awareness of energy conservation and chapter seminars.
- Research Promotion:** Help finance the research activities approved by the Technology Council and the Board of Directors.
- Education and Chapter Programs:** Promote educational activities at the chapter level, Student Branch Program, and chapter monthly programs.
- Refrigeration ("R" in ASHRAE):** Promote interests and activities of refrigeration.
- D. **Basic Functions of Councils:**
- Technology Council:** Responsible for research project selection, approval and generation of standards, research promotion activities, technical committees.
- Member Council:** Responsible for Admissions and Advancements, Charter and Bylaws, International Activities, Honors and Awards, Meeting and Expositions, Membership Promotion.
- Education Council:** Responsible for Education and Chapter Programs, Energy and Technical Affairs, Government Affairs, ABET, Professional Development, and Society Programs.
- Publishing Council:** Responsible for ASHRAE Journal and all other ASHRAE publications and historical activities.
- Regions Council:** Composed of Regional Chairmen, Treasurer and President-elect - responsible for matters affecting general chapter operations.



FORMAT FOR CRC MOTIONS AND ACTION ITEMS
(See Guidelines for Motions and Resolutions)

Motion Identification No. _____
(Region No., Motion No., Date)

Motion:

Background Information:

Fiscal Impact:

Suggested Motion Routing

Education and Chapter Programs Committee _____

Research Promotion Committee _____

Membership Promotion Committee _____

Energy and Technical Affairs Committee _____

Refrigeration ("R" in ASHRAE) Committee _____

RESEARCH PROMOTION

PAR = 400 Points
 MAXIMUM = No Limit
 MINIMUM = 200 Points

The importance of research contributions to the Society's development of technology is emphasized. Individual chapter norms will be based on \$35 per member; however, a new category awards bonus points for chapters achieving contributions in excess of \$40 per chapter assigned member. The new category (second group in the formula) will award 10 points for each one dollar per assigned member in excess of \$40. No points will be deducted if \$40 per assigned member is not achieved. Research investments by large contributions of \$1,000 or more are recognized in a bonus category. There are also bonus points for the total dollars exceeding the maximum contribution from the last five years.

The formula for Research Promotion is as follows:

$$P_r = 400 \frac{C1}{35M_a} + 10 \left[\left(\frac{C1}{M_a} \right) - 40 \right] + \frac{10C2}{M_a} + \frac{15C3}{M_a} + \frac{500C4}{M_a}$$

Where: M_a = Area-Assigned Members
 C_1 = Total dollars contributed
 C_2 = Total dollars in \$1,000 or larger contributions
 C_3 = Total dollars more than the maximum contribution from last five years.
 C_4 = Number of contributors \$35 and over

Bonus:

For having a special Research Promotion Chapter night.
 (Maximum 100 pts.)

50 pts. ea.

EDUCATIONAL ACTIVITIES

PAR = 400 Points
 MAXIMUM = See each activity
 MINIMUM = 200 Points

The Society goal is to emphasize the commitment to serve its members through programs of continuing education and to nurture the development of students to serve our industry.

The point scores for Educational Activities are as follows:

Activity	Points Determination	Points	Maximum
Student Member Growth		$50\sqrt{SMG}$	
Student Branch	a) Each existing branch	50	
	b) Each new branch	50	
	c) Each \$200 investment *	25	100 per branch
	d) Branch participation ** per night	25	75
Student Faculty Liaison	Each active liaison	25	100
Student Awards	Each competition held	25	50
Career Guidance	Each contact***	10	100

ASHRAE PDS and/or Correspondence Courses			
	a) 0.1-1.9% of assigned members	100	
	b) 2.0-3.9% of assigned members	150	
	c) 4.0% & over members	200	
(Non ASHRAE)			
	a) 0.1-1.9% of assigned members	50	
	b) 2.0-3.9% of assigned members	75	
	c) 4.0% & over members	100	
Scholarships:			
	a) Student Scholarships Awards Conferred (see formula)****		
	b) Society Scholarship Award Contribution (See formula)*****		
Historical			
	Receipt of Society Gold Ribbon Awards	100	
Student Night			
	Each chapter student night	25	50
National Engineers Week Participation			
	a) Teach-Ins (per class)*****	25	100
	b) Engineer-For-A-Day (Programs or tours)*****	25	100
	c) Radio/TV public service announcements	25	100
	d) Proclamation (city, county, state)	10	30
	e) Newspaper advertisements/articles	10	50

- * For educational material based on actual cash expenditures by chapter.
- ** Chapter members other than faculty liaisons who participate in three or more student branch meetings.
- *** This is intended to be a one-on-one contact. In the event that a presentation is made to a group, a maximum of 30 points per group is allowed.

$$**** P_s = 50 \sqrt{\frac{D}{200} + N}$$

Where: D = Total dollars of all Scholarships
 N = The number of scholarships given

$$***** P_{ssa} = \left(\frac{C1}{10}\right)$$

Where: P_{ssa} = Points for Society Scholarship Award
 C1 = Total dollars contributed

(The contributions to the Society Scholarship Award will receive 10 points per \$100 contributed.)

- ***** Engineers speak to classes about engineering technology.
- ***** Students tour industrial facilities and engineering firms or work side-by-side with engineers.

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

BOARD OF GOVERNORS'S MEETING MINUTES

CHAPTER: London MEETING DATE: 11 February/1991

ATTENDANCE:- MEMBERS: 7; GUESTS: ; COMPILED BY: O. Glendon

DISTRIBUTION: *Original to chapter files, 1 copy to Regional
Chairman, 1 copy to manager, Membership Dept., ASHRAE, Atlanta,
together with one extra 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
10. Discussions
11. Motions
12. Resolutions
13. Other Features
14. Adjournment

1. Meeting at Highland Golf Club
called to order at 4:45 p.m.
2. Present:
T. Drennan, President
F. Conte
O. Glendon
G. Hilliard
D. Boyce
K. Ellis
P. Ziebart
3. Minutes of February Board of
Governors' Meeting read by O.
Glendon and accepted by D. Boyce,
seconded by P. Ziebart.

The following corrections to
January minutes to be made.

Education Report

\$100.00 donation not previously
accepted.

4. COMMITTEE REPORTS

Energy and Technical Affairs -
(G. Miles)

Not present

Education and Chapter Programs
(John Reid)

Not present

February Tech Session to be a showing of ASHRAE videotape "Fan Selection and Application". Owen Glendon and Darryl Boyce to present.

March topic will be "Diffuser and Grille Selection" by Walter Deans.

Owen Glendon to emphasize starting time in newsletter.

Owen Glendon to mail out Rosters and Newsletters to all society member within reasonable travelling distance of meetings.

Research - (G. Hilliard)

Grant to give lists of prospective donors to Board Members for solicitation.

Refrigeration - (K. Ellis)

No report.

Treasurers Report - (P. Ziebart)

Current Account - \$1800.00
Savings Account -
CRC Account - \$3716.63

Program - (D. Boyce)

February Meeting - Bob Young of The Ministry of Energy, Topic "The Ministries Direction in Energy Management".

March Meeting - Dean Mathurs of U.W.O.

5. Motioned by O. Glendon to adjourn meeting, seconded by D. Boyce.

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AND AIR-CONDITIONING ENGINEERING, INC.
1791 Tullie Circle, N.E.
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BOARD OF GOVERNORS'S MEETING MINUTES

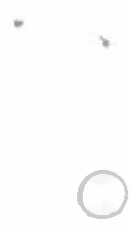
CHAPTER: London MEETING DATE: 1 April 1991

ATTENDANCE: - MEMBERS: 4; GUESTS: ; COMPILED BY: O. Glendon

DISTRIBUTION: *Original to chapter files, 1 copy to Regional Chairman, 1 copy to manager, Membership Dept., ASHRAE, Atlanta, together with one extra copy for "Journal" information.*

SUGGESTED CHECK LIST
OF ITEMS TO BE
REPORTED

- | | |
|---------------------------------|--|
| 1. Presiding Officer | 1. Meeting called to order at 5:00 p.m. at Highland Golf Club. |
| 2. Call to order (Time & Place) | 2. Present: |
| 3. Roll Call | T. Drennan, President |
| 4. Approval of Minutes | D. Boyce |
| 5. Reports | O. Glendon |
| 6. Election | G. Miles |
| - Members | 3. Minutes of March Meeting read by O. Glendon and accepted by G. Miles, Seconded by D. Boyce. |
| - Officers | 4. T. Drennan indicated that the actual L.D.C.A. Trade Show earnings were \$2,319. ✓ |
| 7. Old Business | 5. P. Ziebart has sent out money to Norm Johnson for Regional Fund. ✓ |
| 8. New Business | 6. The CRC account G.I.C. Fund has been closed, and the money deposited in a Savings Account. |
| 9. Speaker | 7. T. Drennan to inform P. Ziebart to send \$4.50 per Chapter Member to Windsor Chapter for the upcoming CRC. This motion was accepted by O. Glendon and seconded by D. Boyce. |
| 10. Discussions | 8. Society has a compiled list (Computer Disk) of all area assigned Members for Chapter use if required. Cost is \$75 U.S. Chapter has decided to decline offer. |
| 11. Motions | |
| 12. Resolutions | |
| 13. Other Features | |
| 14. Adjournment | |



9. O. Glendon to approach J. Bisset regarding his application for an Award of Merit.
10. O. Glendon to save 30 Rosters for Windsor CRC distribution.

11. COMMITTEE REPORTS

1. Treasurer not present, no report.
2. Education Chairman not present, no report.
3. Membership Chairman not present, not report.
4. Research Chairman not present, no report.
5. Refrigeration Chairman not present, no report.

6. PROGRAM - D. BOYCE

April Meeting will be Tom Tamblin of Engineering Interface. Topic "What Building Owners and Designers Should Know About ASHRAE Standard 90.1.

NOTE: April is Membership Meeting.

April Tech Session - D. Palser has expressed interest in discussing Humidification. O. Glendon to talk to Dick about making Presentation generic.

Possible alternative is "World of Alternative Fuels".

May Meeting - has not been determined.

June Meeting - Golf Tournament. T. Drennan to approach H. Palser and Carrier (Dave Henry) Re: Organization and Sponsorship.

12. O. Glendon motioned adjournment at 5:45.

10

11

12

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