

ASHRAE CHAPTER INFORMATION QUESTIONNAIRE

Complete and mail to ASHRAE (Attn: Member Services Dept.), 1791 Tullie Circle, N.E., Atlanta, Georgia 30329, or fax to (404) 321-5478, with a copy to your Director and Regional Chair, no later than June 1. Addresses should be the same as used for other Society mailings, including the Journal, Handbook and miscellaneous mailings. Please notify Headquarters and Regional Chair promptly of questionnaire changes.

IMPORTANT: USE PROPER NAMES (NOT NICKNAMES) AND INCLUDE MEMBER NUMBER BESIDE ALL NAMES. AREA CODES MUST BE INCLUDED WHEN LISTING TELEPHONE AND FAX NUMBERS. CHAPTER OFFICERS AND COMMITTEE CHAIRS MUST BE MEMBERS OF ASHRAE IN GOOD STANDING WITH THE GRADE OF ASSOCIATE MEMBER OR HIGHER (99-10-02-03-55).

CHAPTER LONDON, CANADA # 116 REGION II SOCIETY YEAR* 2002-2003
 (*For Spring CRCs Society Year indicates Society year beginning July 1. For Fall CRCs Society Year indicates the current year.)

MEETING DATES FOR THE UPCOMING SOCIETY FISCAL YEAR

July _____	October <u>28</u>	January <u>20</u>	April <u>28</u>
August _____	November <u>25</u>	February <u>24</u>	May <u>26</u>
September <u>30</u>	December _____	March <u>31</u>	June <u>2</u>

Regular Meeting Location The Lamp Lightlighter Inn 591 Wellington Rd. S. London, ON, Canada

PRESIDENT

Name Mr Robert Thomas Pollard # 5071430
 Address Pollard Engineering Limited
PO Box 22089
London ON N6C 4N0 CANADA
 Business Name Pollard Engineering Limited
 Business # 519/685-2570
 FAX # 519/685-2570 E-MAIL tpollard@execulink.com

TREASURER

Name Mr Derek B Vakaras # 5171827
 Address Chorley & Bisset Ltd
521 Colborne St
London ON N6B 2T6 CANADA
 Business Name Chorley & Bisset Ltd
 Business # 519/679-8660
 FAX # 519/679-2145 E-MAIL derek.vakaras@chorley.com

PRESIDENT-ELECT

Name _____ # _____
 Address _____

 Business Name _____
 Business # () _____
 FAX # _____ E-MAIL # _____

CHAPTER BOARD OF GOVERNORS

Name Mr Dennis L Dawe # 5101932
 Address Chorley & Bisset Ltd
521 Colborne St
London ON N6B 2T6 CANADA
 Business Name Chorley & Bisset Ltd
 Business # 519/679-8660
 FAX # 519/679-2145 E-MAIL dennis.dawe@chorley.com

VICE PRESIDENT

Name Mr Edward M Lainsbury #5196606
 Address E H Price Ltd
10 Pacific Ct
London ON N5V 3K4 CANADA
 Business Name E H Price Ltd
 Business # 519/451-5100
 FAX # 519/451-8726 E-MAIL lainsbury.edward@sympatico.ca

CHAPTER BOARD OF GOVERNORS

Name Mr Hugh D Palser #2030896
 Address Palser Enterprises Ltd
PO Box 28136
London ON N6H 5R2 CANADA
 Business Name Palser Enterprises Ltd
 Business # 519/471-9382
 FAX # 519/471-1049 E-MAIL palserent@primus.ca

SECRETARY

Name Mr Terry Arcese #07977593
 Address HTS Engineering Ltd
110 Pinnacle Dr.
Kitchener, Ontario N2P 1C5 CANADA
 Business Name HTS Engineering Ltd
 Business # 519-748-1860
 FAX # 519-748-9466 E-MAIL terrya@htseng.com

CHAPTER BOARD OF GOVERNORS

Name _____ # _____
 Address _____

 Business Name _____
 Business # _____
 FAX # _____ E-MAIL # _____

CRC DELEGATE

Name Mr Robert Thomas Pollard #5071430
Address Pollard Engineering Limited
PO Box 22089
London ON N6C 4N0 CANADA
Business Name Pollard Engineering Limited
Business # 519/685-2570
FAX # 519/685-2570 E-MAIL tpollard@execulink.com

CRC ALTERNATE

Name Mr Edward M Lainsbury #5196606
Address E H Price Ltd
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Business # 519/451-5100
FAX # 519/741-9380 E-MAIL lainsbury.edward@sympatico.ca

MEMBERSHIP PROMOTION COMMITTEE CHAIR

Name Mr Joseph M Claessens # 5017686
Address Smylic & Crow Associates Inc
1 Wortley Road
London ON N6C 3N7 CANADA
Business Name Smylic & Crow Associates Inc
Business # 519/672-8511
FAX # 519/672-5906 E-MAIL ioc@smyliccrow.com

STUDENT ACTIVITIES COMMITTEE CHAIR

Name Mr Scott C Edmunds # 5211475
Address Union Gas Limited Channel Marketing
109 Commissioners Rd West
London ON N6A 4P1 CANADA
Business Name Union Gas Limited Channel Marketing
Business # 519/667-4108
FAX # 519/667-4263 E-MAIL sedmunds@uniongas.com

CHAPTER PROGRAMS COMMITTEE CHAIR

Name Mr Edward M Lainsbury #5196606
Address E H Price Ltd
10 Pacific Ct
London ON N5V 3K4 CANADA
Business Name E H Price Ltd
Business # 519/451-5100
FAX # 519/741-9380 E-MAIL lainsbury.edward@sympatico.ca

HONORS AND AWARDS COMMITTEE CHAIR

Name _____ # _____
Address _____

Business Name _____
Business # () _____
FAX # _____ E-MAIL # _____

RESEARCH PROMOTION COMMITTEE CHAIR

Name Mr Daryl E Somers # 2004985
Address Somers Environmental Products Co
3392 Wonderland Rd S. Bldg 3 Unit 7
London ON N6L 1A8
Business Name Somers Environmental Products Co
Business # 519/652-1977
FAX # 519/652-9323 E-MAIL dsomers@somerssep.com

TECHNICAL, ENERGY & GOVERNMENT ACTIVITIES COMMITTEE CHAIR

Name Mr Scott E Turner #5093061
Address Somers Environmental Products Co
3392 Wonderland Rd S. Bldg 3 Unit 7
London ON N6L 1A8 CANADA
Business Name Somers Environmental Products Co
Business # 519-652-1977
FAX # 519-652-9323 E-MAIL scott@somerssep.com

REFRIGERATION COMMITTEE CHAIR (OPTIONAL)

Name _____ # _____
Address _____

Business Name _____
Business # () _____
FAX # _____ E-MAIL # _____

HISTORIAN

Name Mr Paul S Martin # 5204242
Address Kilmer Southwestern Inc
3 Kinnear Crescent
London ON N6K 1V7 CANADA
Business Name Kilmer Southwestern Inc
Business # 519/641-4300
FAX # 519/641-2550 E-MAIL kilmersw@rogers.com

NEWSLETTER EDITOR

Name Mr Jason A Vandenberghe # 5206771
Address Aqua Tech
40 Biggar Ave
Hamilton ON L8L 3Z4
Business Name Aqua Tech
Business # 905/545-5479
FAX # 905/545-8655 E-MAIL aquatech@vaxxine.com

HOME PAGE EDITOR (WEBMASTER)

Name Mr Robert Thomas Pollard # 5071430
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ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Attended By

Joe Claessens
Tom Pollard
Daryl Somers
Derek Vakaras

Copies To

Distribution

Date

April 10, 2002

1. The minutes from the March 13, 2002 meeting were reviewed.
2. Chapter financial statements for previous years are to be reviewed. Review letters are required from the Auditors. Darryl will follow up with the auditors.
3. **NOMINATING COMMITTEE**

Nominations were discussed. There are still a couple of positions to be filled.
4. **PROGRAM COMMITTEE**
 1. The refrigeration tour will be on April 12 at the Western Fair Arena. Approximately 15 people expected to attend.
 2. Tom will confirm May's tour will be at the G.M. plant.
 3. This month's topic will be Union Gas Energy Incentive Programs.
 4. 25 people attended March's meeting.
5. At least one Technology Award application is anticipated this year.
6. The executive was encouraged to enter PAOE points on the ASHRAE website asap. Deadline for the year is June 15th.
7. Tom to provide letter to executive requesting golf prize donations. Executive to send letters to potential contributors.
8. Group voted not to raise dues for next year.
9. The next meeting will be on May 8, 2002.

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ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Attended By

Joe Claessens
Tom Pollard
Ed Lainsbury
Daryl Somers

Copies To

Distribution

Date

May 8, 2002

1. The minutes from the April 10, 2002 meeting were reviewed.
2. Chapter financial statements for previous years are to be reviewed. Review letters are required from the Auditors. Darryl will follow up with the auditors.

3. NOMINATING COMMITTEE

The following positions were filled:

President – Tom Pollard
Secretary – Terry Arcese

Vice President – Ed Lainsbury
Treasurer – Derek Vakaras

4. PROGRAM COMMITTEE

1. There were 24 people at the April meeting.
2. The lunch tour of Western Fair Arena was successful. Approximately 20 people attended.
3. The May tour of the G.M. plant will not be able to happen this year. Hopefully, it will be available for next year.
4. A tour of GKN Sinter Metals in St. Thomas has been booked. Tour will be at 5:30 with dinner and meeting to follow at 7:00 p.m. in a local St. Thomas Restaurant. Restaurant to be confirmed.
5. At least one Technology Award application is anticipated this year.
6. The executive was encouraged to enter PAOE points on the ASHRAE website asap. Deadline for the year is June 15th.
7. Letter has been developed for requesting golf prizes for the June Golf Tournament. Letter needs to be issued with a suggested reply time of May 17, to allow Hugh time to seek enough prizes.
8. Bank balance is \$10,317.50. This includes the \$1,339.00 deposit for the Golf Tournament.
9. There is a CRC Regional Planning Meeting on May 25, 2002 in Mississauga. Tom Pollard will be attending.
10. The next meeting will be on June 19, 2002. The main reason for this meeting is to confirm PAOE points and to discuss the CRC in Ottawa (August 22 to 24).



ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Attended By Joe Claessens
Tom Pollard
Ed Lainsbury
Daryl Somers
Terry Arcese
Dennis Dawe
Scott Edmunds
John Kelly
Derek Vakaras

Copies To Distribution
Date June 19, 2002

1. The 2002-2003 Chapter Chair nominations were discussed. The following positions were confirmed:

President	-	Tom Pollard
Vice President	-	Ed Lainsbury
Treasurer	-	Derek Vakaras
Secretary	-	Terry Arcese
Membership	-	Joe Claessens
Newsletter	-	Jason Vandenberghe
TEGA	-	Scott Turner
Reception	-	John Kelly
Student Activities	-	Scott Edmunds

2. Costs for CRC Ottawa were discussed. Chapter would like to send:

Delegate	-	Tom Pollard
Alternate	-	Ed Lainsbury
Research	-	Darryl Somers
Membership	-	Joe Claessens
Student Activities	-	Scott Edmunds
TEGA	-	Scott Turner
Historian	-	John Kelly

Peter Golem will also be attending. Total cost to Chapter was estimated at \$3,500 to \$4,200.

3. PAOE Points for 2001-2002 were discussed.
4. Tom or Ed will accept motions for presentation at CRC.
5. Nominations for Chapter Awards should go to Tom.
6. Meeting dates for 2002-2003 were discussed and confirmed. The meetings will be held at the Lamplighter Inn again this year. Meal prices may increase by approximately \$4.00.
7. Ed Lainsbury requested feedback from Board on suggested meeting topics for this year.
8. Next meeting will be on July 17, 2002, at 4:30 p.m. at the Smylie & Crow office.

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ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Attended By

Tom Pollard
Ed Lainsbury
Daryl Somers
Joe Claessens
John Kelly

Copies To ASHRAE London BOG

Date July 17, 2002

1. Minutes of June 19 meeting reviewed. Add to item #1 (chair positions)
Historian - Paul Martin
Revised minutes accepted.
2. It was noted that the London Chapter was only 1 of 3 Region II chapters that PAOE points in each category (total of 9 chapters in Region II)
3. CRC Ottawa plans discussed. It was confirmed that the Chapter will send the following members (subject to each member willing to attend):
 - Delegate (Full) - Tom Pollard (travel covered by Society)
 - Alternate (Full) - Ed Lainsbury (travel covered by Society)
 - Research (Partial) - Darryl Somers (travel covered by Society)
 - Membership (Partial) - Joe Claessens (travel covered by Society)
 - Student Activities (Partial) - Scott Edmunds
 - TEGA (Partial) - Scott Turner
 - Historian (Partial) - John Kelly

Peter Golem will also be attending (Region II – Regional Vice Chair, Research Promotion)

It was acceptable to revise the total budget cost to \$4,500.00 to allow proposed 7 members to attend. Chapter will pickup costs for

- a) CRC Conference Registration (\$280.00 for full and \$165.00 for partial)
- b) Travel - up to \$375.00 (for those that travel is not covered by Society)
- c) Hotel – 2 nights for Delegate & Alternate and 1 night for others (hotel cost is \$188.00+taxes per night = \$210.56)

Ed Lainsbury to send in one registration package for all attending members along with \$7.00 per chapter member fees required by Region II fund.

Each member is responsible for arrange their own travel and hotel costs (which the chapter will reimburse as noted above). It was suggested that members try to reduce costs, if possible, by sharing hotel rooms and travel arrangements.

4. Tom or Ed will accept motions for presentation at CRC. No motions have been forwarded to date.
5. Nominations for Chapter Awards should go to Tom. No nominations have been forwarded to date.
6. Ed Lainsbury working on speakers and meeting topics for upcoming year. Meeting to be schedule include at least 2 membership promotion nights, at least 1 research night, at least 1 refrigeration night.
7. Newsletter invoicing for business cards ads to be sent out. Jason V (newsletter editor) to prepare list of last years companies and forward to Derek V (treasurer) for invoicing.
8. Next meeting will be on Aug 14, 2002, at 4:30 p.m. at the Smylie & Crow office.

ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Sept 4/2002

1. CRC cheques distributed.
2. Chapter bank account requires new signatures by new president, vice-president and treasure. (scheduled for Sept 15)
3. September meeting room has been booked; main speaker to be confirmed
4. September meeting is too early for student night as Scott Edmunds will not be able to contact UWO and Fanshawe College. Student night to be scheduled for Oct meeting.
5. Proposed a total of 7 meetings this year as May meeting is poorly attended and too near golf tournament.
6. Meal plan rates set at \$35.00 per guest and \$150.00 for meal plan. New rates by Lamplighter ar \$19.95 + tip + gratuities = \$26.40 approx (increase over last years are \$3.00 for guest and no increase for meal plan).
7. A registration form to be placed in newsletter and on web site.
8. Newsletter information required by Sept 18 (email to Jason)
9. Objectives to be sent to Regional Vice Chairs for PAOE points.
10. Next meeting will be on Wed Oct 9, 2002, at 4:30 p.m. at the Smylie & Crow office.

Meeting adjourned.



ASHRAE LONDON CHAPTER BOARD OF GOVERNORS MEETING MINUTES

Date: Wed. Oct 4/2002

Attended by: Tom Pollard
Ed Lainsbury
Joe Claessens
Derek Vakaras
Scott Edmunds

1. Minutes of Sept 4 accepted.
2. Ed Lainsbury reported that Oct meeting room and speaker has been arranged (speaker: Don MacDonald from Phoenix Controls topic: Generic Laboratory Design). There will also be a tabletop display.
3. Ed reported that remainder of this year's speakers have been tentatively arranged but it has been proposed to have one meeting at the new John Labatt Centre when there is a hockey game (this would allow a tour, refrigeration night, and social night as one event). Possible meeting/tour dates discussed are: Fri March 14 or Fri Feb 21. Scott Edmunds indicated that Scott Turner and he would make arrangements and advise Ed so that meeting and speaker could be rearranged.
4. Scott Edmunds reported that he has been to UWO to speak to 4th year students (approx 20 to 25 students; all the registration forms that he had were taken). Student night will be Nov 25 meeting as Oct meeting conflicts with student exams. Scott indicated that he has permission to speak at Fanshawe College and will also invite them.
5. Jason Vandenberghe requires newsletter articles by Wed Oct 16. Joe Claessens to forward new member list so they can be recognized in newsletter. Tom Pollard will prepare President's Message and a note regarding corporate sponsors for student night.
6. Derek Vakaras and Joe Claessens indicated that Sept meeting attendance was 30. Meal plan cheques are still being received. Bank balance is approx \$12,760.00 (including Sept deposits but not room expenses).
7. Derek Vakaras submitted a 2002-2003 budget that was accepted (total revenues of \$28,860 and total expenses of \$28,250 – these are approx the same amounts as last year).

Meeting adjourned.

**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Wed. Nov 13/2002

Attended by: Tom Pollard
Derek Vakaras
Scott Turner

Ed Lainsbury
Scott Edmunds

Joe Claessens
Daryl Somers

1. Minutes of Oct 4/2002 accepted.
2. Nov speaker has been arranged; ED to ask for BIO and forward for newsletter.
3. Nov will be both Student Night and Research Night; Dan Castellan has been invited to meeting as RVC and indicated he would be attending; Tom to ask Dan to see if he would like to say a few words at the meeting regarding student membership; Scott Edmunds indicated he has spoken to UWO 2nd, 3rd and 4th year students and Fanshawe sheet metal students; Scott Edmunds has left signup sheets for students and will collect names and see if transportation is required (number attend to be forwarded to Ed for room size).
4. Currently 10 student applications for ASHRAE membership have been received.
5. Daryl hopes to speak about research contributions at Nov meeting and to hand out coins. Daryl asked that Pres, Vice Pres, Treasure, Secretary and himself are required to give \$100.00 for research so that chapter gets Full Circle Award.
6. February meeting will be adjusted to Friday Feb 21 at John Labatt Centre for refrigeration tour and hockey game; Daryl to arrange for tour guide; Scott Edmunds to book room and get tickets; meal plan to be discussed in future – prepared meal plan people to get one ticket and guests to be charge normal \$35.00 rate; Joe to have signup sheet at Nov meeting (total spaces = 54 with approx 35 guests + 1 tour guide + currently 14 meal plan + 4 "extra")
7. Additional ASHRAE membership forms (normal and student) and receipt books can be order from Society web site under chapter supplies; Joe to check and order as required.
8. Oct meeting attendance = 31 (currently 14 meal plans)
9. Derek reported bank balance of \$13,668.35
10. Membership phone list to be reviewed by Derek and Joe - names of those that do not attend to be removed; new member names to be added to list.
11. Newsletter items to be forwarded to Jason:
 - Tom – President Message and Corporate Sponsors for students
 - Daryl – research contributors list (for last year)
 - Ed – speakers bio
12. Chapter Bylaws and Constitution to be reviewed; Tom to email draft copy to BOG for review

Next BOG meeting: Wed Dec 11 at 5:00pm The Wortley Roadhouse 190 Wortley
SOCIAL

Meeting adjourned.

**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Wed. Jan 8/2003 (4:30pm)

Attended by:	Tom Pollard - President	Ed Lainsbury – Vice Pres
	Derek Vakaras – Treasurer	Joe Claessens - Membership
	Scott Edmunds – Student Affairs	Daryl Somers - Research
	John Kelly - Reception	

1. Minutes of Nov 13/2002 accepted (note: there are no minutes from social event on Dec 11)
2. Scott Edmunds confirmed that January 20 speaker has been arranged; Scott Edmunds will forward BIO and topic description for newsletter; there will also be a before dinner technical presentation; Scott Edmunds to also check if presentor(s) will have tabletop display. Tom Pollard to pickup speakers gift.
3. Newsletter items to be forwarded to Jason by Friday Jan 10 so that it can be issued early next week (Jan 13/14). REMINDER meeting is one week early – on Monday Jan 20 – due to Winter meeting in Chicago.
4. Feb meeting is at John Labatt Centre; Scott Edmunds indicated tickets are ready and he will pickup so we have them available to Jan 20 meeting; Joe Claessens indicated that currently 23 people have indicated they would attend. Ticket costs will be as per regular meeting costs (meal plan or \$35.00 if guest). Tom Pollard to prepare a notice for newsletter. Meal plan items to be selected. Daryl Somers to arrange for tour before game.
5. 28 student applications for ASHRAE membership have been sent to Society.
6. Nov meeting attendance = 51 total (including 20 students)
7. Derek Vakaras reported bank balance of \$13,505.34
8. Joe Claessens indicated that some invoices would be prepared and sent out to those that have attended a meeting but have not purchased a meal plan. Scott Edmunds and Ed Lainsbury to review student corporate sponsor list and send out invoices.
9. Chapter Bylaws and Constitution reviewed and comments to be received; if anyone wishes a copy they are to contact Tom Pollard.
10. Daryl Somers indicated that chapter will not get Full Circle Award as Terry Arcese did not forward personal research funds. Daryl Somers indicated that Research funds are progressing well.
11. Scott Turner, John Kelly, and Scott Edmunds to arrange audit of previous chapter books.

Next BOG meeting: Wed Jan 12 at 4:30pm at the Smylie & Crow Offices

Meeting adjourned (5:25pm)



**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Wed. Feb 12/2003 (4:30pm)

Attended by: Tom Pollard - President
Derek Vakaras – Treasurer
John Kelly – Reception

Ed Lainsbury – Vice Pres
Joe Claessens - Membership
Scott Edmunds – Student Affairs

1. Minutes of Jan 8/2003 accepted.
2. Joe Claessens indicated only 9 tickets remain for John Labatt Centre Tour and Hockey Game; most members have forwarded payment (a few will pay on day of event). Tom Pollard to review meal selections and prepare selection(s) based on typical meal plan costs. Scott Edmunds to check on hot to forward payment for meal selections. Daryl Somers has confirmed Clive Matthews will be conducting tour – a notice to be sent to membership about meeting time and location.
3. A newsletter might not be prepared this month as there is no speaker and topic. March newsletter should include a note regarding Chicago Winter Meeting.
4. Jan meeting attendance = 37 total
5. Derek Vakaras reported bank balance of \$13,223.61
6. Joe Claessens indicated that membership rosters would be prepared for end of month and he will handout at March meeting.
7. Joe Claessens to send out invoice for companies that have indicated they would sponsor a student.
8. Chapter Bylaws and Constitution comments have been forwarded to Society. No response has been received back yet.
9. Scott Turner, John Kelly, and Scott Edmunds to arrange audit of previous chapter books.
10. Chapter golf tournament arrangements to be confirmed with Hugh Palser as deposit is usually required and notice for newsletter required.

Next BOG meeting: Wed Mar 19/2003 at 4:30pm at the Smylie & Crow Offices

Meeting adjourned (5:25pm)



**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Wed. Mar. 19/2003 (4:30pm)

Attended by:	Tom Pollard - President	Ed Lainsbury – Vice Pres
	Derek Vakaras – Treasurer	Scott Turner - TEGA
	John Kelly – Reception	Terry Arcese - Secretary
	Scott Edmunds – Student Affairs	Daryl Somers - Research

1. Minutes of Feb. 13/2003 accepted.
2. Discussed the John Labatt Centre Tour and Hockey Game, all agreed that we had an excellent turn out, attendance was 51 people. Some moneys are still outstanding but it looks like we will be in the black. Tom Pollard has been tasked to write Clive Matthews a thank-you note for conducting the tour.
3. Chapter roster is ready for print and will be handed out at March 31 meeting.
4. Items for the newsletter this month are: a summary of the Chicago Winter Meeting by Daryl Somers, a notice of the Golf Tournament set for either Monday June 2, or Tuesday June 3, Tom to confirm with Forest City National that they have the correct date. Also a notice of the upcoming elections and a request for nominations for the various prestigious positions.
5. Derek Vakaras reported bank balance of \$12,107.63 Deposit for 2003 golf tournament to be paid this week (cost \$ 1,400).
6. Chapter Bylaws and Constitution comments have been forwarded to Society. No response has been received back yet. - Still no news.
7. It was unanimously decided to raise chapter dues to \$45 CDN, from \$40 to better align us with chapters in our area.
8. Tom Pollard will again ask Peter Golem about chairing the CRC for 2005.
9. Daryl reported that we are approx. 50% of the way to our target for research dollars.
10. Scott reported that all is well with T.E.G.A.

Next BOG meeting: Wed April 16/2003 at 4:30pm at the Smylie & Crow Offices

Meeting adjourned (5:25pm)



**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Wed. Apr. 16/2003 (4:30pm)

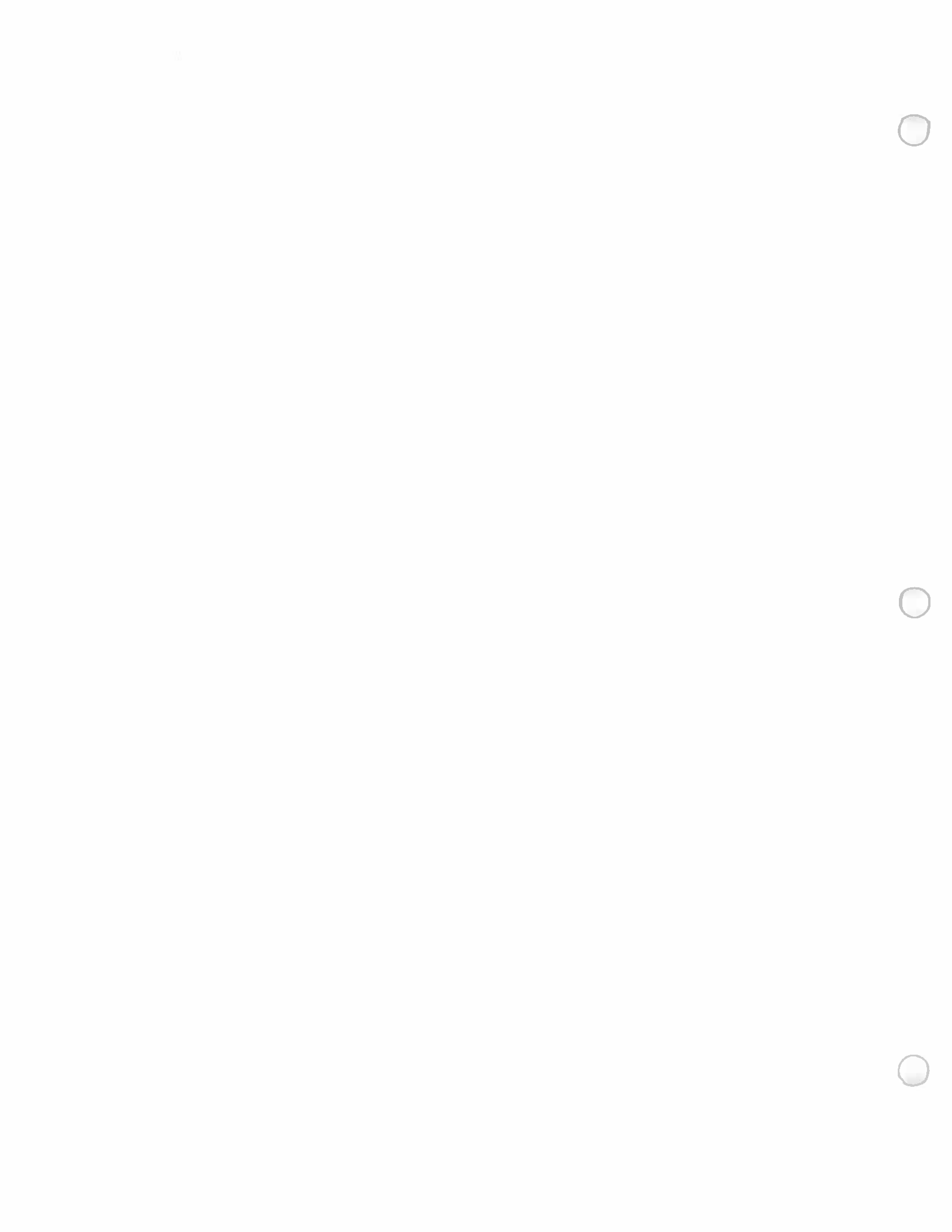
Attended by:	Tom Pollard - President	Ed Lainsbury – Vice Pres
	Derek Vakaras – Treasurer	John Kelly – Reception
	Terry Arcese – Secretary	Eric Shaw – future TEGA
	Scott Edmunds – Student Affairs	Daryl Somers - Research
	Joe Claessens - Membership	

1. Minutes of Mar. 19/2003 accepted.
2. Joe has invoiced outstanding ticket sales for the John Labatt Centre Tour and Hockey Game.
3. Chapter roster will be available again for distribution at this month's chapter meeting.
4. Items for the newsletter this month are: Summary of Chicago Winter meeting by Scott Turner which missed last months letter, plus a notice regarding those people who are delinquent on chapter dues and Society fees.
5. Derek Vakaras reported bank balance of \$ 9,784.96.
6. Society denied our request to change our year end (to remain as June 30). Chapter Bylaws and Constitution have been singed and returned to Society.
7. Golf tournament has been reported to be moving forward well (several teams already registered).
8. Scott Edmunds tabled changing the awards that ASHRAE provides to Western students due to changes in courses offered by UWO. Please forward any ideas to him.
9. Nomination Committee has tabled the following members as potential candidates:

President	Tom Pollard	TEGA	Eric Shaw
VP & Program	Derek Vakaras	Historian	John Kelly
Treasurer	Joe Claessens	Reception	-
Secretary	Scott Turner	Special Events	-
Membership	Jason Vandenberghe	Newsletter	-
Research	Daryl Somers	CRC 2005 Chair	-
Student Affairs	Scott Edmunds	Assistant Chair	-

Next BOG meeting: Wed May 14/03,

Meeting adjourned (5:25pm)



**ASHRAE LONDON CANADA CHAPTER
BOARD OF GOVERNORS
MEETING MINUTES**

Date: Thurs. May 15/2003 (4:30pm)

Attended by: Tom Pollard - President
John Kelly – Reception
Joe Claessens - Membership

Ed Lainsbury – Vice Pres
Scott Turner – TEGA / Secretary

1. Minutes of Apr. 16/2003 accepted.
2. Scott to get in touch with Hugh Palser for update on golf tournament.
3. Scott & Tom to look into possibly running a 50/50 draw if required.
4. Tom to make a committee chair announcement in May newsletter.
5. Tom asked that we all be thinking of some motions to put forth at this years CRC. One he thought of was: to make a motion that membership chairs be able to download accurate up to date delinquency report file similar to the printed hard copy format that is currently produced.

President	Tom Pollard	TEGA	Eric Shaw
VP & Program	Derek Vakaras	Historian	John Kelly
Treasurer	Joe Claessens	Reception	-
Secretary	Scott Turner	Special Events	-
Membership	Jason Vandenberghe	Newsletter	-
Research	Daryl Somers	CRC 2005 Chair	-
Student Affairs	Scott Edmunds	Assistant Chair	-

Next BOG meeting: "Summer Summit" TBA

Meeting adjourned (5:15pm)

