

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

Date: Wed. Oct. 15/2003 (4:30pm)

Attended by:	Tom Pollard	Scott Edmunds
	Derek Vakaras	Joe Claessens
	Eric Shaw	Scott Turner
	Daryl Somers	

1. Minutes of Sept 15/2003 accepted.
2. Joe Claessens reported the bank balance to be \$16,474.14
3. Joe Claessens to send an invoice to Mark Broughton for \$540.00 for payment of Golf Tournament June 2, 2003 (bad cheque).
4. Scott Turner to audit last year's chapter books with a witness.
5. Derek Vakaras to summarize last month's meeting for October newsletter.
6. John Kelly to submit a Historian report on Tom Drennan for October newsletter.
7. Daryl Somers announced that November Chapter meeting will be a Research Promotion night. Also suggested this to be a guest night (Scott & Tom to do up a one page hand/mail out)
8. Daryl Somers suggested that we do a ticket draw to promote guest night. Daryl to set this up.
9. Daryl Somers notified everyone that the "Full Circle" for research promotion be complete and cheques for \$100.00 be handed in at the next BOG meeting.
10. Eric Shaw / Baymar to present table top at October meeting – DDC controls
11. Somers Environmental Products to look into doing table top for April chapter meeting – theme refrigeration.
12. Scott Edmunds to look into inviting more students out to October meeting
13. Joe Claessens to invoice the 25 sponsors we had for Student night in Sept.
14. Scott Edmunds noted that last year the chapter missed paying a scholarship for highest mark in HVAC 1 & 2. Scott to invite student to the meeting to receive the award. Derek confirmed the total scholarship budget was \$400.00. Scott Edmunds and Tom Pollard to determine the amount to be awarded for upcoming year.

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15. Scott Edmunds trying to get some activity with the ASHRAE Student Chapter and possibly get Brenda Stonehouse involved. It was suggested that the winning team of the HVAC program present their project at the April chapter meeting. Scott also suggested the students be sponsored by local consulting firms for a day so that they may "live a day in the life of a consultant"
16. Derek Vakaras asked Scott Edmunds if he could make the new Professor of the HVAC program at UWO aware of the many resources that the local ASHRAE chapter can make available to him.
17. Scott Turner to list the companies who sponsored students at the September meeting.
18. Derek Vakaras to book tickets for the JLC social event (hockey game).
19. Derek Vakaras confirmed the January chapter meeting to be held on the 19<sup>th</sup> so as not to conflict with the ASHRAE winter meeting.
20. Derek Vakaras asked that everyone update their POAE points online.
21. Tom Pollard to confirm budget for purchasing of wine for Toronto CRC
22. Derek Vakaras suggested we look into having a meeting to "get the ball rolling" on CRC London plans. Daryl Somers & Peter Golem are discussing budgets.

<b>President</b>	Tom Pollard	<b>TEGA</b>	Eric Shaw
<b>VP &amp; Program</b>	Derek Vakaras	<b>Historian</b>	John Kelly
<b>Treasurer</b>	Joe Claessens	<b>Reception</b>	Joe Claessens
<b>Secretary</b>	Scott Turner	<b>Special Events</b>	-
<b>Membership</b>	Jason Vandenberghe	<b>Newsletter</b>	Scott Turner
<b>Research</b>	Daryl Somers	<b>CRC 2005 CoChairs</b>	Peter Golem
<b>Student Affairs</b>	Scott Edmunds		Daryl Somers

Next BOG meeting: Tues Nov 11/2003 4:30pm at Smylie & Crow Offices

Meeting adjourned (6:00 pm)

