

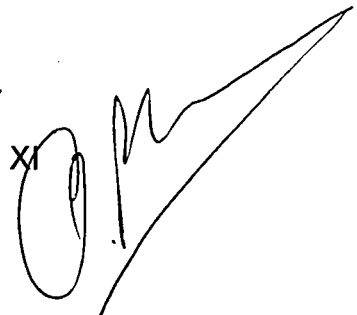
ASHRAE-REGION XI 1995 CRC  
FAIRMONT HOTEL, SAN JOSE, CALIFORNIA

BUSINESS SESSIONS

FRIDAY MAY 5, 1995 - 8:45 A.M. TO 12:00 P.M.

SATURDAY, MAY 6, 1995 - 2:00 P.M. TO 6:45 P.M.

CHAIRMAN - ALEXANDER J. BOOME, DRC REGION XI



**MEMBERS PRESENT**

Director & Regional XI Chairman  
Society Presidential Representative  
Vice President  
Vice Chairmen:

Regional Reports  
Membership Promotion  
Educational Activities  
Technical, Energy & Govt. Activities  
Refrigeration  
Research Promotion

Historian  
Nominating Committee Member  
CRC General Chairman '95  
CRC General Chairman '96  
TEGA Vice Chair  
Society Staff Representative  
Business Meeting Secretary

Alexander J. Boome  
Richard B. Hayter  
Donald E. Holte  
  
Alexander J. Boome  
James Harrison  
Robert McDowall  
Ralph L. Robson  
David Gardner  
Robert Heym (Not Present)  
Neil J. Childs  
Rich Evans  
Cliff Parke  
Jacob Laete  
Ralph L. Robson  
Carolyn Kettering  
John G. Duffy

**Chapter**

Alaska  
British Columbia  
Inland Empire  
Manitoba  
Mid-Columbia  
Northern Alberta  
Oregon  
Puget Sound  
Regina  
Saskatoon

**Delegate**

Andrew Lee  
Godfrey Nash  
Roger Chamberlain  
William DeGagne  
Donald Maze  
J. Alex Paterson  
Keith Yelton  
Douglas Moore  
Grant Dawson  
Theodore Gaudet

**Alternate**

Calvin Hay  
Peter Sung  
Daniel Whicker  
James McEwan  
Scott Kenaston  
Karen Dumontier  
Mark Firestone  
Paul Bonaci  
Neil Paskewitz  
Jonathan French

Southern Alberta  
Vancouver Island

William Holmes  
Lyle Undershute

Robert Rae  
Donald Mattson

## **VISITORS**

Former Region XI Chairs, Dignitaries, Members, and Visitors in audience.

### **I. CALL TO ORDER**

The meeting was called to order on May 5, 1995 at 8:45 A.M. by Alexander J. Boome.

### **II. ELECTION OF SECRETARY**

MOTION: THAT John G. Duffy of PAE Consulting Engineers, Inc. of Oregon be elected as Business Secretary, and introducing Julia Edwards-Hastings as Recording Secretary for the Business Sessions.  
Motion was seconded.

Motion passed.

### **III. ROLL CALL**

Roll call was completed. All Delegates and Alternates were present.

### **IV. INTRODUCTIONS**

All members present were introduced.

### **V. COMMENTS FROM OFFICERS**

Alexander J. Boome spoke briefly, expressing his pleasure at visiting eleven of the twelve Chapters. He also informed the group of the upcoming meetings in San Diego and Cour d'Arlene, Idaho. He also spoke of the Centennial Celebration of ASHRAE, and emphasized membership promotion. Mention was made of the Honors and Awards given for outstanding contributions.

President Elect Richard B. Hayter addressed the group on his 1995-96 PAOE criteria, its new requirements, and the anticipated PAOE award. He also expressed his gratitude and appreciation as being elected President Elect and he would provide the best leadership for the Society.

Don Holte and Carolyn Kettering addressed the group and provided a brief overview of the aims and accomplishments of the Society. They also reviewed the

Centennial Celebration of ASHRAE, reviewing ASHRAE's theme and its endeavors of participation, increased membership, building leadership skills and the importance of student branches. They discussed the technical aspect provided by ASHRAE through publications, and the importance of recent research projects. The development of standards and related codes, as well as new educational programs were reviewed.

Ralph L. Robson addressed the group on the new Chapter Program committee, TEGA and encouraged everyone to participate one-hundred percent in getting this program operating at its fullest extent. He also stated he would be available to assist anyone that needs assistance.

**VI. APPROVAL OF MINUTES**

A motion to approve the minutes of the 1994 Region XI CRC held on May 13 & 14, 1994, at the Hotel MacDonald, Edmonton, Alberta. The motion was put forward and seconded. Motion passed.

**VII. OLD BUSINESS**

**MOTIONS FROM 1994 CRC:**

- A. Moved that Society notify Chapter Membership Chair when mail is returned. Give information to each Chapter, monthly, in a diskette format. Staff reviews address, if alternative is available then they mail to the new addresses. If no other, then the old address is flagged as "bad" and dated, no more mail goes to the bad address.

The new version of the Chapter Management Software is due for release this year (July 1), after Beta testing this Spring. Some possible planned enhancements may make dealing with this Software easy. Please wait and see.

No further action by Society required.

- B. Moved that Society relax Commercialism Policy.

This motion failed 0/11/1. Present Society policy "adequately supports ASHRAE's intent on preventing commercialism and any relaxation of the policy would be subject to abuse".

- C. Moved that Society should establish guidance regarding retention of records by Chapters.

This motion passed 12/0/0, and Alexander J. Boome became Chair of a sub-committee to prepare information for inclusion in the 1995 Manual of Chapter Operations (M.O.). However there is a very detailed existing list of items that must be retained, for how long, and by whom in the 1994 M.O., on pages 42 and 43.

Based on the sub-committee's recommendations, Section 8.2 of the M.O. will be revised. No further action by Society.

- D. Moved that Society bill Members for Chapter dues based on any membership classification.

This motion was amended to instruct staff to "investigate the feasibility of developing and improving billing procedures and report". The report was that the cost would be \$15,000.00.

A new motion was passed, which came from another source that fulfills the intent of this Motion. No Chapter dues will be billed by Society for either Students or Life Members.

- E. Moved that Society shall publish guidance regarding IRS and Canadian tax requirements, and provide professional tax advice.

This motion failed 0/11/1. This motion will be addressed by the inclusion of the How To Guide For Chapter Treasurers in the 1995 Manual For Chapter Operations.

The Regions Council recommended, and the BOD approved, revision of Section 1.5, IRS Filing Requirements for USA Chapters, of the M.O.. Appendix MM, Guidelines For Filing Tax Returns for USA Chapters was added to the MCO see appendix MM on page 214 of the 1995 M.O.. No further action by Society.

- F. Moved that Society expand distribution to Chapter Management Software (CMS) to other Chapter officers and Committee chairs.

This motion was postponed until the new version of the CMS is released. Many improvements over the original difficult to install and operate software package have been included. The software is written using "Foxpro" database by a private contractor. The copyright is by ASHRAE and diskettes may be freely copied by Members.

Society is not willing to sell additional copies of the software, but one can make as many copies of the manual and software as required. Society does not know how much demand for copying is required and therefore cannot

accurately gauge the cost.

Copy and distribute the software at Chapter level.

**Update:** Beta testing of the CMS will start this May, distribution to Chapters in July 1995, or new Chapter Secretary to use. The original version will be DOS, after July 1 release in DOS, then Chapters may request a Windows version. Future versions will only be issued in Windows.

- G. Moved that Society investigate the possibility of video taping CRC workshops.

This motion failed, 0/11/1. The "intent would defeat personal participate at the CRC by committee chairs and experience has proven that video taping is much less effective than live sessions".

- H. Moved that Society should conduct a survey to determine reasons for declining attendance and what has been done to correct.

This motion was referred to the Planning sub-committee of Regions Council and they studied it and submitted a recommendation at the Winter Meeting.

In January Regions Council approved the recommendation that ASHRAE conduct such a survey. The Planning sub-committee of Regions Council will carry out this recommendation.

**IMPORTANT SOCIETY MOTIONS** passed in January, 1995 in Chicago.

1. The Chapter Programs grassroots committee will start July 1, 1995 (RVC from each Region and full Society Committee); responsibilities are for Chapter Programs and Seminars.
2. Starting **July 1, 1995**, the **15 years** of prior membership for "retiree" grade of membership is reduced to only **10 years**.
3. The President-Elect is encouraged to submit his PAOE requirements by March 1 of each year, for inclusion in the M.O., in time for the Spring CRC's.
4. CRC "seed" money is increased from \$1500 USD to \$2300 USD.
5. Regional Vice Chairs are no longer required to attend the Regions Council meeting at the Annual and Winter meeting of the Society (this could be a great time saver for RVCs!).

6. Regions Council approved the inclusion of the "Ottawa" update into the current "Washington" update ASHRAE publication.
7. \$100,000 USD per year to fund ASHRAE-related senior student projects was approved.
8. Starting July 1, 1995, a Chair-at-Large will be appointed by the President-Elect to mentor Chapters not assigned to a Region.

## **VIII. NEW BUSINESS**

### **A. DRC REPORT**

1. Alexander J. Boome presented his report, giving the highlights and accomplishments of the past year. A copy of his report was distributed. The Regional Planning Meeting were held in San Jose, August 13, 1994, Chicago, January 30, 1995, during the Society Winter meeting and May 5, in San Jose, California with the CRC meeting. He visited eleven of twelve chapters, and plans to visit Alaska this Fall. All Chapters in Region XI are in good order, and under the guidance of exuberant leaders. He visited CRC meetings in San Jose, Cour d'Arlene and plans to visit three future CRCs planning meetings during 1995.

### **B. TEGA REPORT**

Ralph L. Robson addressed the group on the TEGA Program. He will be retiring from the program after four years, but has made himself available to assist the new incoming Chairperson.

James Harrison presented his final report, as he will be retiring. He will also be available to assist the incoming Chairperson.

### C. RVCs' REPORTS

The reports of the Regional Vice Chairmen and other were given by:

|                                      |   |
|--------------------------------------|---|
| James Harrison                       | Membership Promotion                                      |
| Ralph Robson                         | Technical, energy and Governmental Activities and Program |
| Robert McDowall                      | Educational Activities                                    |
| David Gardner                        | Refrigeration   |
| Alexander Boome<br>(for Robert Heym) | Research Promotion  |
| Neil Childs                          | Historian   |
| Ralph Robson                         | TEGA  |
| Rich Evans                           | Nominating Member   |

### D. CHAPTER SUMMARY

Summary reports indicating the activities undertaken by their Chapter during the previous year were presented by the attending Delegates. Each Chapter briefly discussed their motions and any action on these motions were scheduled for the second business session.

After these reports, the first business session was adjourned at 12:00 P.M. Friday, May 5, 1995.

The second business session was called to order by Alexander J. Boome at 2:00 P.M. on Saturday, May 6, 1995. A roll call was taken. All Delegates and Alternates present for the first business session were present for the second session.

Alaska, British Columbia, Inland Empire, Manitoba, Mid-Columbia Northern Alberta, Oregon, Puget Sound Regina, Saskatoon, Southern Alberta and Vancouver Island Chapters presented reports indicating their Chapter's activities during the previous year

### E. MOTIONS FROM CHAPTERS

1. Northern Alberta Chapter

#### **Motion #1:**

**THAT** Society (ASHRAE) formalizes a feedback mechanism that promotes the resolution or action on suggestions and concerns of members at large on ASHRAE related issues. Motion is seconded.

- **Background Information:** Currently feedback provided by serving Chapter members to the CRC in the form of the CRC Annual Report is not being acknowledged or acted upon. In the 1991/92 and 1992/93 Annual Research Report by Michael Beblo there were specific recommendations and requests for feedback to which there has been no response. A tracking mechanism and audit trail should be instituted centrally and feedback provided to the source of the request.

**FISCAL IMPACT:** Minimal.

**MOTION PASSED** - 10 in favor, 2 opposed, 0 abstained.

**Motion #2:**

**THAT** Society (ASHRAE) publish at least once annually in the ASHRAE magazine all the addresses, phone and fax numbers of currently serving board members for each Chapter. Motion is seconded.

**Background Information:** It is presently cumbersome and very time consuming for members or chairpersons to obtain information regarding who are the board members to contact in other Chapters. In addition, publication would provide a greater exposure to the Chapter volunteers as well as provide improved communication between membership at large and Chapter board members.

**FISCAL IMPACT:** The cost of printing the list in the ASHRAE Journal.

**MOTION FAILED** - 2 in favor, 8 opposed, 2 abstained.

**Motion #3:**

**THAT** Society (ASHRAE) review the PAOE point structure annually in conjunction with the Chapters so that changes to the point system could be made based on input from the Chapters.

**Changed to Read:** **THAT** President-Elect for Society contact each Chapter for PAOE point criteria input. Motion is seconded.

**Background Information:** There has been significant resentment and disinterest towards the PAOE point system as they are perceived by some as "top driven" goals which may not represent the Chapter's interest or needs.

**FISCAL IMPACT:** Minimal.

**MOTIONED FAILED** - 1 in favor, 9 opposed, 2 abstained.

**Motion #4:**

**THAT** Society (ASHRAE) utilize the Chapter Newsletters to distribute and promote Society Activities.

**Background Information:** Society presently performs several costly mail outs to the membership, which if passed through the chapters with information to be included in Chapter Newsletters would have significant cost savings. Motion is seconded.

**FISCAL IMPACT:** Cost savings to Society.

**MOTION PASSED** - 9 in favor, 1 opposed, 2 abstained.

**Motion #5:**

**THAT** Society (ASHRAE) establish a Question and Answer feature in the ASHRAE Journal. Motion is seconded.

**Background Information:** Presently there is no vehicle to have technical question or problems addressed through Society.

**AMENDMENT TO MOTION:** **THAT** Society (ASHRAE) publish the services available through Randy Ward to respond to technical questions via e-mail now provided.

**AMENDMENT FAILED** - 1 in favor, 11 opposed, 0 abstained.

**FISCAL IMPACT:** Cost of printing in the ASHRAE Journal.

**MOTION PASSED** - 10 in favor, 0 opposed, 2 abstained.

**Motion #6:**

**THAT** Society (ASHRAE) publish semi-annually, a student chapter paper by May 1, 1997. Motion is seconded.

**Background Information:** Student chapters have no way of networking and expressing themselves on a Society level. This publication could include:

1. A synopsis of each student chapter.
2. A list of student representatives.

3. Achievable, fun student projects with prizes.
4. A student exchange hotline.
5. Graduation list of students.
6. A trading post.

**AMENDMENT TO MOTION:** THAT Society ASHRAEE) investigate publishing semi-annual student chapter newsletter.

**AMENDMENT PASSED** - 11 in favor, 0 opposed, 1 abstained.

**FISCAL IMPACT:** Cost of publication and distribution.

**MOTION PASSED** - 12 in favor, 0 opposed, 0 abstained.

**Motion #7:**

**THAT** Society's (ASHRAE) educational prizes and competitions be reviewed with the intention of making them more available to college and technical institute research oriented activities.

**Background Information:** The present format for qualifying for prizes and competitions does not encourage participation by college level participants.

**MOTION WITHDRAWN.**

**Motion #8**

**THAT** Society (ASHRAE) establish a Publications Chair be established for each chapter. Motion is seconded.

**Background Information:** Purpose of this would be to:

1. Promote publications and bring them to the forefront with the membership.
2. Assure completeness and currency of the chapter library.
3. Act as a link and provide feedback to the publication department.
4. Critically review 2 or 3 publications each year.

**FISCAL IMPACT:** Cost of implementing a new chair position for each Chapter with associated Society costs.

**MOTION FAILED** - 4 in favor, 6 opposed, 2 abstained.

**Motion #9**

**THAT** Society (ASHRAE) provides a pin of recognition for each board member for each chapter on an annual basis. Motion is seconded.

**Background Information:** Currently there is no formal recognition provided to the chapter board members from Society for significant contribution.

**AMENDMENT TO MOTION:** THAT Society (ASHRAE) requests from each Chapter President a list of individuals from which they prepare a Certificate of Recognition with space for the signatures of DRC and Chapter President for each Chapter on an annual basis.

**AMENDMENT PASSED:** 6 in favor, 3 opposed, 3 abstained.

**FISCAL IMPACT:** Cost of pins.

**MOTION PASSED** - 9 in favor, 1 against, 2 abstained.

**Motion #10:**

**THAT** Society (ASHRAE) establish a format of pro-rating membership dues by December 31, 1995. Motion is seconded.

**Background Information:** Presently, if a new member enrolls from August to April the cost of membership is the same. An interested candidate may put off becoming a new member till the Fall and in many cases not enroll at the later date.

**FISCAL IMPACT:** Cost of administration. Costs could be counteracted by an increase in Membership.

**MOTION PASSED** - 12 in favor, 0 opposed, 0 abstained.

2. Alaska Chapter

**Motion:**

**THAT** Society (ASHRAE) revise the meeting minutes form to include an area to provide the student attendance. Motion is seconded.

**Background Information:** We feel that the addition of a student attendance line is important for society, region and the local chapter to differentiate between members and students and also it provides a method of tracking student attendance.

- **FISCAL IMPACT:** Insignificant - need to revise form and include in 1995 manual for Chapter operations.

**MOTIONED PASSED** - 11 in favor, 0 opposed, 1 abstained.

3. Mid-Columbia Chapter

**Motion:**

The Mid-Columbia Chapter moves **THAT** the Society (ASHRAE) allow the Regional Directors to notify their Region's preferred recommendations for Regional Vice Chairman positions soon after the close of the Chapters Regional Conference. Motion is seconded.

**Background Information:** The current policy is to withhold all notifications until after the incoming President-Elect of the Society approves the recommendation. The waiting period currently can be from an April or May CRC until after the Winter meeting (usually February). The 10 month period of keeping confidentiality of the recommendations for the more than 20 Delegates and Alternates who made the recommendations is difficult to control. More importantly, it gives the incoming RVC's only 2-3 months after being appointed to the post (hopefully a complete surprise) to prepare for the next CRC with all of its related functions. This has definitely worked a hardship on some of the new RVC's.

It is acknowledged that a definite possibility exists that the President-Elect could select someone other than the first recommendation of the Executive Session of the CRC. This will require the Regional Director to emphasize that the CRC only recommends and that the appointment will not be made until sometime after the Winter Meeting. Secondly, it is noted that any notification made by the regional Director is purely discretionary.

**FISCAL IMPACT:** None.

**MOTION WITHDRAWN.**

4. Oregon Chapter

**Motion:**

**THAT** the Region change by May 1, 1996, the Regional CRC calendar year to May 1 through April 30 to coincide with the CRC meeting and to be kick-off for the PAOE year. Motion is seconded.

**Background Information:** The regional CRC calendar year traditionally ends on June 30 and starts anew on July 1 of each calendar year. The CRC meeting is usually fifty (50) days prior to the end-of-the CRC calendar year, making it difficult to calculate PAOE points prior to the meeting.

**FISCAL IMPACT:** None.

**MOTION FAILED** - 1 in favor, 7 oppose, 4 abstained.

5. Puget Sound Chapter

**Motion: 1**

**THAT** Region XI establish an awards program for energy efficient building design that is less strict than Society requirements. Motion is seconded.

**Background Information:** Puget Sound Chapter has found it virtually impossible to encourage design firms to submit projects because of the strict requirements by Society. Particularly difficult is the requirement to include an operating history with calculations to show the effect of energy efficient features. The energy bills are often difficult to obtain. Also, many new buildings are not fully leased for several years. Having an award based on design would encourage them to submit for regional awards and eventually to submit for Society awards. Even an "Honorable Mention" certificate would be appreciated.

**FISCAL IMPACT:** None.

**MOTION PASSED** - 12 in favor, 0 oppose, 0 abstained.

**Motion: 2**

**THAT** Society (ASHRAE) procedures be revised so that the President - Elect selects and announces the incoming Regional Officers no later than December 1.

**Background Information:** Nominations from the individual chapters are presented at the Fall and Spring CRCs for the Regional Officers. The Nominating Committee meets during the fall to review and make recommendations to the President - Elect as to members who would commence their term on July 1 of the following year. The President - Elect receives the Nominating Committee's recommendations at the Winter Meeting in late January. In early April, the President - Elect notifies the successful candidate for each position, requests written commitment, and invites him to attend the Annual Meeting in late June.

It is important that the chapter committee chairmen who attend the various CRC workshops have the impression that the Regional Vice Chairman who conducts the workshop is organized and knowledgeable about their committee responsibilities. The best way for an incoming officer to experience this leadership opportunity is to assist the outgoing officer during the last workshop. There is also the transition period during the last few months of the outgoing officer's term that needs to occur to result in a smooth transference of the files and previous experiences. The incoming officer needs as much time as possible to learn his new responsibilities as RVC.

The current Society procedures and schedule do not allow this transition to be smooth. For those regions which have a spring CRC, which is generally held in early May, there is a hardship for both the outgoing and incoming offices. Even though the outgoing officer may know who was nominated at the CRC and how multiple nominees were ranked, the current procedures prevents communication until after the written commitment is returned to the President - Elect. During this short time frame, the incoming officer must make arrangements to attend the spring CRC and annual meetings - time off from work, travel and hotel accommodations, family considerations, etc.

**FISCAL IMPACT:** None.

**MOTION PASSED** - 8 in favor, 2 oppose, 2 abstained.

## 6. Regina Chapter

### **Motion #1:**

**THAT**Society (ASHRAE) develop a policy requiring each Regional Vice-Chairman to provide a list of MBO's, reporting requirements and any other specific requirements, to the Chapter President. Motion is seconded.

**Background Information:** The Presidents appear to lack the latest

information on requirements from Society regarding the Chair position requirements and PAOE requirements. More contact between Regional Vice-Chairs and Chapter Presidents will allow the Chapter Presidents to better oversee their operations and ensure the Regional Vice-Chairman's requirements are being met.

**FISCAL IMPACT:** Not applicable.

**MOTION PASSED** - 10 in favor, 0 oppose, 2 abstained.

**Motion #2:**

**THAT** Society (ASHRAE) should re-examine their requirement to hold Spring CRC to earlier than May. Motion is seconded.

**Background Information:** In Northern climates spring “breakups” and some “summer” type recreational facilities associated with spring CRC’s are not available or open.

**FISCAL IMPACT:**

**MOTION PASSED** - 11 in favor, 0 oppose, 1 abstained.

**Motion #3:**

**THAT** Society (ASHRAE) allows a former member who has resigned, or who has been dropped as a member, or drops out, a once only waiver of dues in arrears, thus maintaining their former grade and seniority rights. Motion is seconded.

**Background Information:** Members who have resigned or let their membership drop due to job situations, etc, would be allowed to hold their former status without financial penalty. This action would help to bring past members back into the Society.

**FISCAL IMPACT:**

**MOTION PASSED** - 11 in favor, 1 oppose, 0 abstained.

7. South Alberta Chapter

**Motions:**

**Motion #2:**

Be it moved **THAT** guidelines for the cost of social events at CRC be drawn up by the Director and Regional Chairman, and Regional Executives for use by the hosting chapters to control the costs and keep cost of attending these events more affordable. Motion is seconded.

**Background Information:** The cost of attending the full package of events at the 1994 CRC was in the neighborhood of \$250.00 Canadian, costs of this year's event are in excess of \$490.00 U.S.

**FISCAL IMPACT:** Smaller Chapters, with smaller budgets will find it increasingly difficult to send more than the Delegate and Alternate to future CRC should the trend continue.

**MOTION PASSED** - 10 in favor, 2 oppose, 0 abstained.

**Motion #1:**

All CRC expenses except the airfare for regional officers shall be covered under the CRC budget by the organizing committee. Motion is seconded.

**Background Information:**

- All RVCs are required and expected to attend the CRC meetings to conduct the workshops, business meetings and social functions to make the various presentations.
- The Society only pays the airfare to the CRC location. All incidentals like ground transportation accommodation, registration, tickets for the social functions etc. are out-of-pocket expenses for the regional vice chairs.
- RVCs spend an average of \$4,000.00 a year for out-of-pocket expenses for attending the CRC, annual and semi-annual meetings.
- The Regional fund at present is not large enough to cover the CRC expenses for RVCs and covers only postage and telephone calls, etc.
- Regional funds set-up in a number of regions (six) are used for RVCs'

expenses at CRC and annual/semi-annual meetings. See table attached.

- (Added) Revenue from Technical Section could be used in this particular fund.

**AMENDMENT TO MOTION: THAT** all CRC expenses, except airfare, of Regional Officers shall be eligible to be paid for by the Regional Fund.

**AMENDMENT PASSED:** 11 in favor, 0 oppose, 1 abstained.

**FISCAL IMPACT:** \$750.00 to \$800.00 for each Regional Officer who is required to attend the CRC.

**MOTION PASSED** - 12 in favor, 0 oppose, 0 abstained.

#### 8. Manitoba Chapter

**Motion:**

**THAT** Society (ASHRAE) attempt to register ASHRAE Research Canada as a Canadian charity so that donations to ASHRAE Research Center qualify as charitable donations under the Income Tax Act, and then that ASHRAE inform its membership that individual contributions to ASHRAE Research Canada are tax deductible.

**Background Information:** More than one chapter Member has noted that personal donations to ASHRAE Research Canada are not tax deductible on personal tax returns. One of these individuals, whom makes generous contributions to other research bodies indicated this was his reason for not contributing to ASHRAE Research Canada. I expect it also affects the size of contributions made by many who do not receive a tax benefit for giving to ASHRAE Research Canada.

In the event that ASHRAE Research Canada is already a registered Canadian charity, an effort needs to be made to publicize this fact to our membership.

**AMENDMENT TO MOTION: THAT** Society (ASHRAE) shall investigate and determine if ASHRAE Research Canada is a registered foundation in Canada, and take required action to obtain a status such that personal contributions are tax deductible in Canada.

**AMENDMENT PASSED:** 11 in favor, 0 opposed, 1 abstained.

**FISCAL IMPACT:** An amount of administrative effort would be required to have ASHRAE Research Canada classified as a registered Canadian charity. Information packages would need to be changed to highlight the changed tax status. These changes would result in increased contributions to ASHRAE Research Canada.

**MOTION PASSED** - 11 in favor, 0 oppose, 1 abstained.

**G. OTHER ITEMS FOR REGIONAL DISCUSSION**

**1. 1996 CRC**

The 1996 CRC will be held in Coeur d'Alene, Idaho, and the host chapter is the Inland Empire Chapter. The meeting hotel is the Coeur d'Alene Resort and brochures on it were distributed. On behalf of the Inland Empire Chapter, Jacob Laete invited everyone to the '96 CRC.

**2. Future CRCs**

|                                |                             |
|--------------------------------|-----------------------------|
| CRC '97 - Regina<br>May 7 - 10 | Grant Dawson, General Chair |
|--------------------------------|-----------------------------|

|                                 |                    |
|---------------------------------|--------------------|
| CRC '98 - Portland<br>May 6 - 9 | Need General Chair |
|---------------------------------|--------------------|

|                                 |                    |
|---------------------------------|--------------------|
| CRC '99 - Winnipeg<br>May 5 - 8 | Need General Chair |
|---------------------------------|--------------------|

|   |                    |
|---|--------------------|
| CRC 2000 - Vancouver<br>X and XI joint<br>May 3 - 6 | Need General Chair |
|---|--------------------|

**3. Chapter Sections**

The possibility of adding two new sections exists in Region XI;

Thunder Bay, Ontario, Canada  
Vernon, British Columbia, Canada

**4. Regional Fund**

Copies of the regional fund report were distributed to the delegates. Alexander J. Boome advised that as of April 28, 1995, there is a balance of \$4,516.43 with a CD of \$4000.00 at seven percent which is due July 28, 1995, and a bank statement showing those amounts were included in the report.

**5. MBO Functional Planning Guide**

Alexander J. Boome has also submitted with his report a functional planning guide for the Fiscal Year 1994-1995 and a Regional theme of "Improvement Now and Forever on the Shoulder of Giants".

**6. Closing Remarks**

- a. Alexander J. Boome thanked the officers for coming and expressed thanks to everyone on behalf of the Region. He thanked the San Jose Chapter for doing a fine job of hosting the CRC.
- b. Ralph L. Robson and James E. Harrison expressed their thanks for being part of the Regional Executive and wished the best for the future of all the Chapters, and also stated to the group that even though they are retiring, they will still be associated with the Society and will be available to assist when necessary. Alexander J. Boome, DRC, commended and thanked Ralph L. Robson and James E. Harrison for the fine job they have done during their tenure as Regional Vice Chairmen.

**IX. MOTION TO ADJOURN:**

Moved by Puget Sound to adjourn the meeting. The motion was seconded, and passed.

The Business Meeting adjourned at 6:45 P.M.