



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

CHAPTERS REGIONAL CONFERENCE Region XI

MINUTES

Date: May 8 & 9, 2009

Location: Spokane, Washington, USA

Members Present:

(Name	Chapter	Affiliation
Traci Hanegan	Inland Empire	Region XI DRC
Lynn Bellenger	Rochester	Society Treasurer
Ron Jarnagin	Mid Columbia	Society Vice President
Jim Fields		Society Vice President
Tom Watson		Society Vice President
Jeff Littleton	Atlanta	Staff, Executive Director
Carolyn Kettering	Atlanta	Staff
Erich Binder	Southern Alberta	Region XI ARC
Doug Dunford	Oregon	Region XI Nominations
Kevin Marple	Oregon	Region XI Nominations
Rob Craddock	Regina	Region XI Treasurer
Ivan Hall	Northern Alberta	Region XI Historian
Bert Phillips	Manitoba	Region XI RVC CTTC
Eileen Jensen	Oregon	Incoming RVC CTTC
Norm Grusnick	British Columbia	Region XI RVC Research
Ray Sieber	Regina	Incoming RVC Research
Russell Lavitt	Manitoba	Region XI RVC Membership
Doug LeCren	Alaska	Region XI RVC Student Act.
Jim Christian	Alaska	Delegate
Ruth Armstrong	Alaska	Alternate
Charlie Sabean	British Columbia	Delegate
Lester Pereira	British Columbia	Alternate
Jake Deering	Inland Empire	Delegate
Neal Smith	Inland Empire	Alternate
Daryl Friesen	Manitoba	Delegate
Jesse Sandhu	Manitoba	Alternate
Mark Simon	Mid-Columbia	Delegate
Colin Bates	Mid-Columbia	Alternate
Kent Signorini	Northern Alberta	Delegate
William Regan	Northern Alberta	Alternate
Stefan Lidington	Oregon	Delegate
Denny Whitzel	Oregon	Alternate
Leslie Jonsson	Puget Sound	Delegate
Dave Landers	Puget Sound	Alternate
Greg Fluter	Regina	Delegate
Heric Holmes	Regina	Alternate
Chris Conley	Saskatoon	Delegate
Andrew Thompson	Saskatoon	Alternate
Tim McGinn	Southern Alberta	Delegate
Tyler Majcher	Southern Alberta	Alternate

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Derek Mohninger
Steve Hoyland

Vancouver Island
Vancouver Island

Delegate
Alternate

Call to Order:

9:15am Friday May 9th 2009 meeting called to order by Traci Hanegan

Status of last years motions:

Motion #4- 2008 was put forward and was defeated.(DL request date changes was defeated)

Motion #5-2008 was passed and Hardship dues request was put on ASHRAE website.

Introductions

- Attendees introduced themselves

Dignitaries Present:

- Jim Fields, ASHRAE Vice President
- Tom Watson, ASHRAE Vice President
- Carol Kettering, ASHRAE Staff

Appointment of Recording Secretary

- Motion: by Northern Alberta Chapter to approve Erich Binder as recording secretary for the CRC.
- Second by Manitoba Chapter
- Motion passed 12-0-0 CNV

Minutes from 2008 Region XI CRC:

- Minutes were distributed via E-mail
- Approval of 2008 CRC minutes was moved and passed with no changes
- Motion to accept the minutes as presented by British Columbia Chapter.
- Second by Northern Alberta Chapter
- Passed 12-0-0 CNV

Disposition of 2008 Region XI CRC Motions (Old Business)

- Traci Hanegan provided updates on motions from 2007 CRC
 - Motion #4- 2008 was put forward and was defeated.(DL request date changes was defeated)
 - Motion #5-2008 was passed and Hardship dues request was put on ASHRAE website.

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Instructions on use of Wireless Mouse

- Instruction was provided by Traci Hanegan on the use of the Wireless mouse during presentation of reports.

Society Vice President Report:

- Society VP report Tom Watson - ASHRAE Status update
 - Increase Energy efficiency/Advance Standards to achieve high energy efficiency/Net zero 2020
 - ABEL – Building labeling to be rolled out in Louisville
 - High Performance green energy standard 189 being developed January 2010 role out
 - ASHRAE Design Guide - \$600 million dollars of energy savings/20 countries down loads Highway Lodging and Existing building AEDG to rolled out in near future.
 - Research 2008 broke record and went over \$2 million Dollar in donations. Currently Ahead of targets.
 - New ASHRAE Building renovations completed and is a living Lab, check it out on the web.
 - Government affairs input at Washington and expanding to other countries.
 - International membership is growing.
 - Scholarship and grant criteria has changed from USA to world wide accreditation.
 - ASHRAE member job alerts and resumes.
 - Society BOD looking to be more efficient and have a more strategic direction.
 - Invitation to attend summer meeting in Louisville

Staff Report:

- Staff Report – Jeff Littleton
 - Thanks to all volunteers in ASHRAE
 - ASHRAE is in demand and increasing membership
 - DOE partnership commercial building alliance \$50 to \$200 million / yr investment
 - Proposed Bill in house 50% decrease in energy by 2016
 - Stimulus funding from GSA
 - Participating in Roadmap for Smart grid standards.
 - ASHRAE led monthly meeting in Washington – commercial bldg energy briefings
 - ASHRAE fellow working in department energy DOE

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- International Green Codes to be developed we need to compare to Standard 189
- Most states in US are using old versions of Std 90.1
- ABEL based on European standards.
- Net Zero conference in San Francisco successful.
- Membership dash board new monthly tracking.
- ASHRAE Certification update.
- Efficiency changes happening at Atlanta office.
- 17 Research projects awarded in 2009
- ASHRAE is key sponsor of Engineers Week
- Handbooks will be available online
- 110 staff working for membership
- Staff Objective is to support the volunteers.
- Overview of the staff and operations.
- New Membership software has had a few bugs but they are being worked out and staff has been quick to respond.
- New Bio data basis is working well.
- Reminder to US chapters that new IRS reporting is required.
- Updated Headquarters Renovations.
- 59,000 attended New York Winter Meeting
- Over 20,000 viewers for ASHRAE Satellite/Web broadcast.
- Distinguished Lecturer Program is highly successful and expanding.
- There is a new Speakers Bureau Database.
- Let us know how can we help you?
- There were questions
 - Can bio information be searched by name only not just member number. Carolyn confirmed that it can.

DRC Report:

- Traci Hanegan gave the DRC report.
- Traci Hanegan outlined her duties as DRC during the current year. Traci clarified those 5 minutes to do reports and a 4 minute warning from the horse. The horse was introduced as the timing device.
- Fall board Meeting
 - Self Nominations on ASHRAE website, help identify future leaders
 - Focus Student Activity on 11-13 years is best return on investment.
 - Regional Policy manual for Region XI is in the works
 - O&M for High performance maintenance guide
 - Next big Thing for ASHRAE ABEL & Energy modeling and load calc software?
- Winter Meeting
 - Chapter Travel curtailment part of funding cuts due to economy slow down.

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- IAQ Design guide download for 1 year
- New ASHRAE career centre
- Board governance and structure issues to be more effective.
- Use of conference calls (2) to reduce travel expenses.
- There were no questions.

Treasurer Report for 2008-2009 & 2009 -2010 Budgets:

- Rob Craddock gave the Treasurer's report for 2007/08 YTD
 - The Region is financially Stable.
 - 2008-2009 to date
 - Income is \$23,551.56
 - Expenses \$18,600
 - Total Regional Fund Balance is \$24,146.83
 - Regina has received CRC seed funds for 2010 meeting.
 - All funds are reported in US dollars.
 - Rob has had to do a lot of paper work to get sound system from Regina.
- There were no questions.

Motion: To accept the Regional Fund Budget for FY 2009 – 2010 by the Regina Chapter

- Motion was seconded by the Inland Empire Chapter.
- **Motion passed 12-0-0 CNV**

Discussion of the 2009-2010 Budget:

- Doug Dunford and Kevin Marple gave the Audit Report.
- There are 3 Regional Accounts: one American / one Canadian / one GIC
- The Regional funds are in good order.
- Regional fund being accounted as per ASHRAE requirements.
- Recommendation to put Accounting on software package has been completed.
- There was a profit from the NAC 2008 CRC.
- There were no questions.

Regional Vice Chairman's Reports:

CTTC: Bert Phillips

- Bert Phillips gave the Chapter Technology Transfer Report.
- PAOE report is sporadic 1 @par 2 greater than 350
- Visited Alaska, Puget Sound and Oregon Chapters.
- 2008 has 5 Regional Tech awards submissions/ 11 entries for 2009.
- DL program 8 DL visits 22 chapter visits in Region XI, all chapters had one visit.
- There were no questions.
- Puget sound provided kudos for Bert's performance with DL program.

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- Bert introduced Eileen Jensen as the new RVC for CTTC.

HISTORY: Ivan Hall

- Tough year for History, with economy.
- Encourage recognition of Chapter members.
- Visits SAC and assisted 6 chapters.
- Updated regional history from 1998 to 2008 and will be distributed to Chapters.
- Assisted in Region XI 2009 Hall of Fame selection.
- Encourage Chapters to capture info well fresh.
- There were no questions.

MEMBERSHIP PROMOTION: Russell Lavitt

- Russell gave the Membership Promotion Report
- Membership is 52,000 society wide
- Region XI growth of 1% is best in ASHRAE North America
- Economy is effecting membership growth.
- MP program has strong programs in place
 - Online membership management
 - New marketing materials
 - ASHRAE members are getting younger
 - YEA changes occurring
 - New calling campaign of lapsed members being done through Atlanta
- There were no questions.

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NOMINATING COMMITTEE: Doug Dunford

- Doug Dunford gave the Nomination Committee Report
- Doug gave a review of what the role of nominations committee is and how the nomination process works.
- 16 positions to fill and one back up for all but 1 position are in place.
- A Regional Historian required. Tim McGinn will be interim Historian.
- Nominating committee Kevin, Alternate Norm Grusnick and Jake Latte is Reserve Alternate.
- There were no questions.

RESEARCH PROMOTION: Norm Grusnick

- Norm Grusnick gave the Resource Promotion Report.
- The regional goal is \$125,000. We are currently at 42% of our goal.
- Society Goal \$2.0M.
- Norm had chapter visits to Regina, Vancouver Island and Manitoba chapters.
- Alerton Group (Puget Sound) is Golden Circle Contributor
- \$157,563 of Research funding being spent in our Region.
- Regina Chapter was winner of highest donation per member - Rob Craddock is the Research chair.
- No questions

STUDENT ACTIVITIES: Doug LeCren

- Doug gave the Student Activities Report.
- This was Doug's first year as RVC.
- There are 12 Student Branches.
- Winter meeting student activities well attended and received
- U of O second in design competition
- 2 Scholarships received by students in our Region.
- 42 grant applications resulting 13 applications of \$5,000 each
- Visited Regina, and Saskatoon chapters.
- No questions

Review of Proposed Chapter Motions: See Attachment 'A'

- Traci Hanegan called for all motions to be brought forward and read. Thereby giving everyone the opportunity to review and discuss before tomorrow's Business Session. The following motions were brought forward:
- Review Chapter Motions:
 - Motion:# 1 ASHRAE to solicit feedback from items received through bookstore. Alaska Chapter.
 - Motion #2: ASHRAE to develop Cold Climate Design guide. Manitoba Chapter.

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- Motion #3: Cost of Regional sound system shipping from one CRC to next is to be covered under current CRC budget. Regina Chapter
- Motion #4 Life members to be sent annual membership up date so that local chapter can track the local life members. Northern Alberta Chapter
- Motion: 5 Set Up Separate Advocacy to Government of Canada. Regina Chapter

Suspension of Business Meeting:

Traci called for the session to be recessed for the day the Chapter Reports will be presented at tomorrow's session.

Friday's business session closed at 5:00 pm.

Business Meeting Saturday June 9th:

Traci Hanegan reconvened the business session at 1:10 pm Saturday June 9th.

NOMINATING COMMITTEE: Doug Dunford

Doug Dunford gave an update on Nominations from the Caucus session. The session was very successful. All positions are filled with quality candidates and each position have back up nominees in place.

Doug thanked all the chapters for there hard work.

Chapter Reports:

Traci asked for the chapters to present their chapter reports allowing 5 minutes per chapter.

Alaska Chapter: See Attachment 'B'

- Delegate Jim Christian presented report
 - Backflow conference very successful
 - RSVP issues caused some issues.
 - 2 RVC and Erich Binder visit, 2 DL's
 - Finances are sound
 - Student night tour
 - Exceeded Research donation commitment
 - 35 Anniversary celebrations held.



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British Columbia Chapter: See Attachment 'C'

- Delegate Charlei Sbean presented report
 - Olympic Oval Tour
 - Golf a great Research Fund Raiser
 - Keep everyone focused on task is key.
 - Good Programs
 - Cleaned up website
 - Financially doing well
 - Good food, good programs = good attendance
 - BCIT Student branch recharged
 - 2 TEGA Award submissions
 - Quarterly newsletters
 - Contact chapter assigned members for chapter membership

Inland Empire Chapter: See Attachment 'D'

- Delegate Jake Deering presented report
 - Golf tournament was successful and biggest source of Research donation.
 - Leed Building Tour with Cascadia GBC' and purchased sound system
 - 2 DL's visits this year.
 - Chapter finances are in good order.
 - Roster being published
 - HTTP site used for web site
 - 5 Tech Sessions / 1 regional visit
 - CRC deterred Research funds

Manitoba Chapter: See Attachment 'E'

- Delegate Darrel Friesen presented report
 - Successful year, strong programs.
 - Tech seminar on maintenance ASHRAE std 180
 - Better bldg conference participation
 - Back up presenters are a asset
 - 43% increase in membership
 - 4 DL's,
 - Increase in finances
 - 17 Student members, working to establish student branch at U of Manitoba
 - Working toward 75th Anniversary in 2010

Mid Columbia Chapter: See Attachment 'F'

- Delegate Mark Simmon presented report
 - Chapter had a very good year programs where well received
 - Summer summit meeting successful
 - 2 DL visits

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- Membership increased
- Student activities working well
- Chapter finances are in good order.

Northern Alberta Chapter: See Attachment 'G'

- Delegate Kent Signorni presented report
 - CRC 2008 invigorated chapter
 - Full day course on maintenance successful
 - Paid administrator is working well
 - Past presidents stepped up to support resignation of president
 - 1 DL visits and 1 ARC visit
 - SA very active 2 profs are active members
 - Good social activities
 - Research goals in reach.
 - Chapter finances are in good order.

Oregon Chapter: See Attachment 'H'

- Delegate Stefan Lidington presented report
 - Green Committee led community service tree planting.
 - Economic down turn effect attendance
 - Panel discussion work well.
 - Trade Show successful
 - RP was successful this year.
 - New dinner location working well
 - Student Activities successful
 - Chapter programs have been strong.
 - Chapter finances are in good order.
 - DRC and 1 RVC visit & 4 DL visits

Puget Sound Chapter: See Attachment 'I'

- Delegate Leslie Jonnson presented report
 - Chapter has a Rep on Washington Building Code Committee
 - Joint meeting struggling
 - Good SA activities
 - 2 Board resignations during the year but good support
 - Research Promo great from Allerton for \$10K donation
 - Used Acteva for payment has reporting options.
 - More money into students
 - Chapter is financially sound
 - Mark Lennsen was new ASHRAE member winner

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- Sustainability and Community service committee in place.
- Very strong TEGA programs.
- Chapter finances are in good order.
- Looking to have increase participation in Region activities.

Regina Chapter: See Attachment 'J'

- Delegate Doug Fluter's presented report
 - 2010 CRC committee in place
 - New website developed using pro designer
 - Promote DL's early.
 - Ensure all committee's perform tasks.
 - Finances are good.
 - Great Research year – most funds per member.
 - Chapter had 2 RVC and 2 DL visits

Saskatoon Chapter: See Attachment 'H'

- Delegate Chris Connely presented report
 - Chapter was John Ross curling trophy winner.
 - Back up plan for cancelled speakers.
 - Increase in Students and new members
 - Attendance down
 - Great Research met goals
 - Antique thermostat collection display.
 - Website is out of date and newsletter both being reworked.
 - Chapter had 2 RVC and 2 DL visits

Southern Alberta Chapter: See Attachment 'L'

- Delegate Tim McGinn presented report
 - Engineering conference Sustainable conference successful \$7,000
 - 4 DL's, and Ivan Hall visited chapter.
 - Great attendance, varied locations, good program
 - Finances in great shape
 - Great SA without having a student chapter, Student Project and Solar decathlon participation.

Vancouver Island Chapter: See Attachment 'M'

- Delegate Steve Hoyland presented report
 - 7 new members
 - 3 new students with a prof a chapter member
 - 2 Region and 2 DI visit
 - Good mix of programs
 - Good mixers with other groups

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- On track for research goals
- History updated continuously
- Financially in good shape
- Fog canceled one presentation

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Traci thank all the Chapters for there reports

Motions: Traci Hanegan

Traci Chaired the motion process as detailed in motion sheets are listed in Appendix C starting page 15

Traci called for the first motion to be read:

Motions:

Traci Hanegan announced that 7 motions have been brought forward. She called for all motions to be brought forward and discussed. Detailed motion sheets are listed in **Attachment 'A'**

Traci called for the first motion to be read:

Motion #1:

- Regina's Chapter read their motion
- **Motion:** Move that any chapter receiving a Regional award and failing to return said award at the following CRC shall pay \$250.00 per award to the host chapters' Research Promotion campaign.
- Motion was seconded by the Puget Sound Chapter
 - There was discussion on the value? \$100 amendment failed 11 -1-0 CNV
 - The motion was amended to include \$250 per award and to take effect June 1 2008.
- **Amended Motion passed 8-4-0 CNV**

Traci called for the next motion to be read:

Motion #2:

- Oregon Chapter read their motion
- **Motion:** Move that society modify the ASHRAE biographical print out so that it does not print out birth date, e-mail, or home address, but the city may be listed.
- Motion was seconded by the Puget Sound Chapter
 - Discussion no prints outs with personal information.
 - Amendment to replace CD's for electronic media was approved.
 - 12-0-0 CNV
 - Amendments to reword printout requirements were approved 10-2-0 CNV.
- **Motion failed 3-9-0 CNV.**
- It is the duty of all members to destroy any personal and biographical information when completed with its use.

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Traci called for the next motion to be read:

Motion #3:

- Oregon Chapter read their motion
- **Motion:** Move that it is no longer required to bring paper copies of biographies for members whose names are being submitted for awards and/or Regional positions. Allow electronic submittals, in lieu of paper.
- Motion was seconded by the Northern Alberta Chapter
 - There was discussion
 - Northern Alberta moved an amendment to modify the wording to above
 - Amendment passed 10-2-0 CNV.
- **Amended Motion passed 10-2-0 CNV**

Traci called for the next motion to be read:

Motion #4:

- Northern Alberta Chapter read their motion
- **Motion:** Move that the due date for requests for distinguished lecturers for spring CRC's be changed from November to March of the same society year.
- Motion was seconded by the Saskatoon Chapter
 - There was discussion
 - BC Chapter moved an amendment to modify the wording to above
 - Amendment passed 12-0-0 CNV
- **Amended Motion passed 10-2-0 CNV**

Traci called for the next motion to be read:

Motion #5:

- Northern Alberta Chapter read their motion
- **Motion:** We move that Society include the Rule of the Board relating to hardship dues cases in the Manual for Chapter Operations and more prominently on the website.
- Motion was seconded by the Oregon Chapter
 - There was discussion
- **Motion passed 11-0-1 CNV**

Traci called for the next motion to be read:



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Motion #6:

- Northern Alberta Chapter read their motion
- **Motion: We move that chapters be allowed to include paid product advertisements larger than a business card in their monthly newsletter**
- Motion was seconded by the Southern Alberta Chapter
 - There was discussion
 - Inland Empire Chapter proposed amendment “paid product advertising larger than a business card” **Motion carried 10-1-0 CNV.**
 - Saskatoon proposed amendment to remove “and to be donated to ASHRAE Research” **Motion carried 7-4-1 CNV.**
- **Motion failed 3-7-2 CNV.**

Traci called for the next motion to be read:

Motion #7:

- Southern Alberta Chapter read their motion
- **Motion: “Southern Alberta Chapter moves to have ASHRAE’s Student activities Committee investigate the opportunities to become a sponsor of the WorldSkills competition.”**
- Motion was seconded by the Alaska Chapter
 - There was discussion
 - Traci suggested that this become an action for Bruce Dobbs and Doug LeCren to take to the Student Activities summer meeting in Salt Lake City.
- **Action Item: Doug LeCren to report back to Region XI.**

Misc. Announcements:

- Traci allowed 5 minutes for everyone to reflect on past few days and develop an action list for next year.
- Traci indicated her thanks for people’s energy and enthusiasm.
- CRC Debrief is to follow the business Session at 4:30
- Traci recognized the outstanding efforts of Shanon Warner and the host committee.
- Traci extended an invitation to Inland Empires CRC in 2009.

Motion to Adjourn:

Southern Alberta Chapter motioned to adjourn.
Seconded by the Mid Columbia Chapter.

Motion passed 12-0-0 CNV

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Meeting was adjourned at 4:30 pm Saturday May 10, 2008

News Business

- Norm Grusnick thanked everyone for Regional Full Circled achieved.
- Jim Fields impressed with the CRC and enthusiasm in our Region.
- Tom Watson was impressed with how the meeting was run.

Meeting adjourned.4:20 pm

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