

1978

London
@ Ben Miller

ASHRAE SOCIETY OFFICERS

Bruno P. Morabito President
 Morris Backer President Elect
 Jack K. James Vice President
 Hugh D. McMillan, Jr. Vice President
 Charles F. Sepsy Treasurer
 Andrew T. Boggs Executive Secretary

REGIONAL & SOCIETY OFFICIALS

George E. Menzies Director and Region II Chairman
 John H. Ross Presidential Representative for Canada
 F. Donald Ledgett Chairman Society
 Long Range Planning Committee
 Cliff Morrison Chairman Society
 Education Committee
 Al Oakes Honours and Awards Committee

REGIONAL REPRESENTATIVES

Robert Morris Education
 Kirk Bavis Energy Conservation
 Herbert Sage Membership
 Alan Oakes Research Promotion
 Russell Gonder Chapter Programming
 Herbert Sage Nominating - Delegate
 Bev Neill Nominating - Alternate
 John Fox Historical

LONDON CANADA CHAPTER OFFICERS

John Payne President
 Bill Mitchell Vice President
 Chuck Sharp Secretary
 Bill Rutherford Treasurer

YOUR HOST COMMITTEE

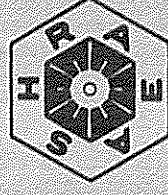
Cliff Morrison General Chairman
 Gerry Payne Chairman - Ladies' Program
 Jack Henderson Reception
 Betty Henderson Registration
 Russ Gonder Coordinator Thursday Night Program
 Wayne & Jill Barker Transportation
 Chuck & Carol Sharp Thursday Night
 John Payne Chapter Meeting
 Jean Morrison Hospitality
 Lee Gonder Treasurer
 Joan Watson Recording Secretary

DELEGATES AND ALTERNATES

Delegates Alternates

Halifax Lloyd Schofield	Ron Roberts
Hamilton Frank Spina	Jack Keon
London, Canada John Payne	William Mitchell
Manitoba Edward Faraci	Dave Cross Les Howard
Montreal Angelo Bozzer	Gilles Rheault
New Brunswick Terry Steeves	Gary Hoadley
Northern Alberta Gordon Purvis	Robert Thorpe
Ontario Edward Stumborg	Phil Landray
Ottawa Valley Robert McKee	James Bowie
Quebec Jean-Guy Roy	Jean-Luc Roy
Regina John Scott	Allan Thomson
Saskatoon Brian Crowhurst	Lloyd Colborne
Southern Alberta Clifford Martinson	Allan Smith

ASHRAE REGION II TWENTY FIRST ANNUAL CONFERENCE



April 19, 20, 21, 1978

 **Benmiller Inn**
 R.R. 4, Goderich, Ontario
 Telephone (519) 524-2191

Host
 LONDON CANADA CHAPTER
 OF ASHRAE
 (CHARTERED IN 1971)

PROGRAM

Wednesday, April 19th
3:30 p.m.

"Charterways" Coach leaves Area C Arrivals Level, Terminal II Toronto International Airport
00:00 - 9:00 p.m. Registration — The Woollen Mill
00:00 - 7:00 p.m. No Host Dinner
00:00 p.m. Reception and Welcome with wine and cheese — Solarium
00:00 p.m. Delegates and Alternates Caucus & CRC Workshop (All Chapters to be represented) — The River Mill, Conference Room A

Thursday, April 20th
3:30 a.m.

Registration continues.
CRC Meeting — First Business Session — The River Mill, Conference Room A
Call to Order: George E. Menzies, Director and Region II Chairman
Welcome Address: John Payne, President London Canada Chapter
Introduction & Remarks: Morris Backer, President-Elect and Charles F. Sepsy, Treasurer of ASHRAE
Chapter Reports
Coffee
0:20 - 10:30 a.m. CRC Meeting
0:30 - 12:00 p.m. Chapter Reports: continue Regional Committeemen Reports:
Messrs. Bavis, Fox, Gonder, Morris, Oakes, Sage
Presidential Representative Report:
John H. Ross
Reception
0:00 - 12:20 p.m. Presidential Luncheon in the Woollen Mill.
Addressed by Morris Backer, President-Elect
George Menzies, Chairman
ASHRAE Research Canada Annual Meeting: The River Mill, Conference Room A — Conducted by Bev C. Neill, President and Alan W. Oakes, Secretary/Treasurer

2:00 - 3:00 p.m.

Executive Session: Delegates and Alternates only (H. Sage, B. Neill supervising)

3:30 - 4:30 p.m.

CRC Meeting Second Business Session — The River Mill
Conference Room A — Written Resolutions & other items of Old Business
Dress for Dinner
Assemble at Woollen Mill for Champagne Flight to The University of Western Ontario
Reception at University Club with London Canada Chapter members and their wives.
Dinner — Roast Ribs of Beef au Jus & Yorkshire Pudding
8:30 p.m. Chapter Meeting — John Payne President
8:45 p.m. Society Address — Charles F. Sepsy, Treasurer of ASHRAE
9:00 p.m. Keynote Speaker — Dr. Alan G. Davenport
9:30 - 10:30 p.m. Tours of the Boundary Layer Wind Tunnel
9:30 - 12 midnight Dancing — Convenors Chuck & Carol Sharp
11:00 p.m. and 12 midnight Return Flights to Benmiller, Starlight Music

Friday, April 21st
8:30 a.m.

CRC Meeting — Third Business Session — The River Mill
Conference Room A — New Business, Regional Update, establish dates and times of future CRC's
Technical Session — Concurrent workshops: Energy Conservation Workshop conducted by Kirk Bavis, in Conference Room A. Membership Workshop conducted by Herb Sage in Conference Room B
10:00 a.m.

12:00 - 12:20 p.m.
12:15 - 1:30 p.m.

Reception Luncheon & Technical Speaker Dr. Ian Efford — Director of Energy Conservation, Department of Energy, Mines, and Resources, Ottawa. Cliff Morrison, Chairman.
Technical Session — Concurrent Workshops: Educational

1:30 p.m.

tion Workshop conducted by Bob Morris in Conference Room A. Research Promotion Workshop conducted by Al Oakes in Conference Room B
4:00 p.m. Adjourn.
4:20 p.m. Charter Coach leaves for Toronto. Arrives TIA Terminal II at 6:20 p.m.
5:00 - 12:00 p.m. Fellowship at Benmiller for CRC Attendees and Chapter Chairmen.

Saturday, April 22nd
11:00 a.m.

Check out of Benmiller Inn.

LADIES' PROGRAM

Hospitality Room will be available each day for arrangements for shopping or sightseeing.

Thursday, April 20th
10:00 a.m.

Coffee in Hospitality Room.
10:30 - 12:00 a.m. Free Time - Pool, Sauna, Relax.
12:45 - 2:00 p.m. Lunch at Benmiller, Speaker Shelagh Hewitt, Education Coordinator of the Stratford Shakespearean Festival.
2:00 - 4:30 p.m. Walking Tour of Grounds.
4:45 p.m. Dress for Dinner.
5:00 p.m. Champagne Flight leaves Benmiller for University of Western Ontario.
6:30 p.m. Reception at University Club.
7:30 p.m. Dinner: Chapter Meeting and Dr. Alan G. Davenport, guest speaker.
9:00 p.m. Tours or Dancing.
11:59 p.m. Return to Benmiller.

Friday, April 21st
10:00 a.m.

Coffee in the Hospitality Room.
10:30 a.m. Tour leaves for Historic Perth County Jail in Goderich.
12:30 - 2:30 p.m. Lunch and browsing in Goderich.
4:00 p.m. Charter Coach leaves for Toronto International Airport.
5 - 12 midnight Fellowship at Benmiller.
LADIES NOTE — Area temperatures in April usually average 50 degrees F (10 degrees C). Bring an umbrella and walking shoes. Don't forget your swimsuit.

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



George E. Menzies, P. Eng.
Director & Regional Chairman II

UNITED ENGINEERING CENTER, 345 EAST 47th STREET
New York, N. Y. 10017 (212) 644-7953

MINUTES OF THE TWENTY FIRST ANNUAL REGION II CHAPTERS REGIONAL CONFERENCE APRIL 19, 20, 21, 1978 Benmiller Inn, Ontario

MEMBERS PRESENT: George E. Menzies - Region II Chairman

<u>CHAPTER</u>	<u>DELEGATE</u>	<u>ALTERNATE</u>
Halifax	Ron Roberts	Gary Brown
New Brunswick	Terry Steeves	Gary Hoadley
Quebec	Jean-Guy Roy	Jean-Luc Roy
Montreal	Angelo Bozzer	Gilles Rheault
Ottawa Valley	Bob McKee	Mike Acton
Ontario	Ed Stumborg	Phil Landray
Hamilton	Frank Spina	Jack Keon
London Canada	John Payne	Bill Mitchell
Manitoba	Ed Faraci	Les Howard; Dave Cross
Regina	Jack Scott	Allan Thomson
Saskatoon	Brian Crowhurst	Jerry Boulanger
S. Alberta	Jerry Radu	Allan Smith
N. Alberta	Jim Purvis	Bob Thorpe

VISITORS AND PARTICIPANTS

Al Oakes	Region II Research Promotion Committeeman
Herb Sage	Region II Membership Committeeman
Kirk Bavis	Region II Energy Conservation Committeeman
Bob Morris	Region II Education Committeeman
Russ Gonder	Region II Chapter Program Committeeman
Bev Neill	President, ASHRAE Research Canada
John Ross	ASHRAE Presidential Representative for Canada
Cliff Morrison	CRC Chairman; Chairman Education Committee
Andy Boggs	Society Executive Director
Charles F. Sepsy	Society Treasurer
Brian Faurschou	Chairman Research - Manitoba Chapter
Dave Michie	Chairman Research - S. Alberta Chapter
George Buckler	Membership - Hamilton Chapter
George Takata	Chairman Education - Hamilton Chapter
Mal Turaga	Chairman Education - Montreal Chapter
Len Swallan	Chairman Education - London Chapter
Jake Klassen	Energy Conservation - Ottawa Chapter
Chuck Sharp	Secretary, London Chapter
J. Haywood	Chairman Energy Conservation - London Chapter
Howard French	Past President, Ontario Chapter
Lloyd Algie	Chairman Energy Conservation - Ontario Chapter

VISITORS AND PARTICIPANTS (Cont'd)

M. Doyle	Reporter, London Free Press
Carl Ljungberg	President - Hamilton Chapter

APOLOGIES

Morris Backer	Society President - Elect.
Donald Ledgett	Chairman, Long Range Planning
John Fox	Chairman, Historical Committee

FIRST BUSINESS SESSION - River Mill Conference Room "A"

George E. Menzies, Region II Chairman, called the meeting to order at 8:30 a.m. and welcomed all the officers and members to the 1978 Region II Conference. Mr. Menzies then introduced Mr. John Payne, London Chapter President, to officially welcome the members and visitors.

Chairman Menzies then introduced the head table: Chuck Sepsy, Society Treasurer; Andrew Boggs, Society Executive Secretary; and Joan Watson, Recording Secretary. He then went on to introduce other ASHRAE officials.

John Ross - Presidential Rep. for Canada
Bev Neill - Nominating - Alternate & ARC President
Kirk Bavis - Energy Conservation Committeeman
Russ Gonder - Chapter Programming Committeeman
Herb Sage - Nominating - Delegate & Membership Committeeman
Al Oakes - Research Promotion Committeeman
Cliff Morrison - General Chairman London CRC

Chairman Menzies then requested a general roll call of the chapters by the self-introduction of delegates and alternates. Members stood and introduced themselves.

After reviewing the minutes, the first item of business was approval of the minutes from the 20th Annual Region II CRC held in Apr./77 in Manitoba. The said minutes were approved as written.

REGIONAL CHAIRMAN'S REPORT

Mr. Menzies reviewed the last twelve months mentioning that the recent Society Meeting in Halifax was the second largest summer meeting to date and it offered one of the largest technical programs put on by the Society. Almost every Canadian Chapter was represented there. He mentioned that he had completed 20 Chapter visits in the past 12 months where he issued awards as listed in your work book and personally met as many Chapter Members as possible. Mr. Menzies reminded those present that the various news letters he has sent out should be circulated to all Chapter Board Members. Eight newsletters have been issued in the past 8 months totalling over 100 pages.

Chairman Menzies went on to say that at the recent Semi-Annual Meeting in January of 1978 he was appointed Chairman of a sub-committee assigned to draft a format for Regional Chairmen to use at CRC's to "indoctrinate" the delegates and alternates in the purposes, objectives and format for CRC's. He reminded the members that he would like their personal comments on the session conducted Wed., Apr. 19/78 (in the evening). This was only an experiment and a memo was passed out at the meeting requesting comments to be put on the bottom of the form and returned to Chairman Menzies.

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REGIONAL CHAIRMAN'S REPORT (Cont'd)

A review of the highlights of the recent Regions Central Meeting in Atlanta with the highlights: recommendation that the Society provide a certificate of appreciation for Chapter Speakers; discussed the mailing of student membership certificates direct to the applicant; commented on the Award of Excellence for '78-'79 having points for Chapter efforts on Energy Conservation. Chairman Menzies stated that for the past two years, Al Oakes has been listed as his designated replacement, in case he was unable to attend the Society Regions Central Committee or Board of Directors Meetings. With regard to a new guidelines for preparing chapter financial reports, Mr. Menzies stated that an addition to the Chapter's Manual will be made after the Albuquerque Meeting.

Another highlight discussed was the design for the Presidential Award of Excellence effective this year.

Before closing, Chairman Menzies reviewed many other changes in Society affairs which were approved in Atlanta. He thanked everyone for the courtesy extended on each Chapter visit and mentioned that next year he plans to visit as many Chapters again as he possibly can. He did ask that he be notified of "special nights" that a Chapter is planning which would involve his attendance because last minute changes are almost impossible to make in his full schedule. He also said that he hopes his Committeemen can go on some of his Chapter visits with him.

Following these remarks, Chairman Menzies introduced Charles Sepsy who explained to those present his various "roles" at CRC's. Mr. Sepsy also apologized for President-Elect Morris Backer not being able to attend the meeting due to his wife's illness. Mr. Andrew Boggs was then introduced by Chairman Menzies. Mr. Boggs gave a comprehensive update on the Society. Mr. Boggs included in this discussion the progress of the Society Energy Conservation Committee. He also stressed that now is the time of the year to line up next years Chapters Research Promotion Chairman. Look for a member who has leadership and organizational ability and for one who could continue for 2 to 3 years on the committee. It is important for the Chapter Officers and Board of Governors to give active and enthusiastic support to this important Chapter campaign.

John Ross, Canadian Presidential Representative, was introduced next and reviewed his report. He said his report at this CRC was intended to outline his duties and responsibilities in the hope that it might be a guide for those whom I may be able to serve.

Mr. Ross reviewed the reasoning for the "Presidential Representative". "For sometime it had been apparent to individuals and some groups in Canada that there was no one in ASHRAE who could speak on behalf of the Canadian Membership with regard to Canada as a whole. The two Regional Chairmen in Regions II and X together covered the responsibilities connected with Society regional problems and operation but it also appeared that there was a separate, further requirement that needed attention and my appointment in July of 1976 was intended to fill this need."

"There has always been a friendly spirit of co-operation between the various engineering groups and ASHRAE but it was recognized that this liason should be set up on a more formal basis and extended to many more areas particularly in view of the energy programs and the newer governmental agencies. We now have four such representatives, two pending and others under consideration but if you know of some group where we should be represented, please let me know."

"In the day-to-day functions of the New York office, there have been complications on various occasions with Canada Customs. These vary from duty being charged on Handbooks, to delays in shipping supplies to CRC's, expositions, etc. We have been attacking the problem bit by bit and have made some progress in this regard. For instance, the shipping

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REGIONAL CHAIRMAN'S REPORT (Cont'd)

of a Society information booth from New York to the CEX show in Canada was complicated and unreliable. As a result, we have had a unit made in Canada which will remain here and be sent to Chapter Meetings, Regional Meetings and expositions as required." (It was agreed at this time that the Chapter Education Chairman will be responsible for the booth.)

"Society publications have been subject to a hit and miss policy by customs and a method of overcoming this problem and making them more readily available has been proposed to the Finance and Publishing Committees. It is hoped that a further report will be available at the time of the next CRC. Even Society letterhead that is used in Canada is not being printed here."

"In response to a request from the Society A & A Committee, we are now preparing an up-to-date list of Canadian Universities and Colleges for approval by the BOD. This will be used by the A & A Committee when computing credit points on applications for membership." ((At this point he urged everyone to review the list so that no University or College in their area had been missed.)

"Finally, there has been a steady flow of day-to-day items which involve correspondence such as membership enquiries, attendance at special meetings and even pinch-hitting for the President when he is unable to make air connections. The thickness of the files indicates that this is a worthwhile function and it shows many signs of expanding. Perhaps from this outline you may think of some spot where I can be of service and I will be happy to do so, but please check with your Regional Chairman first to make sure it does not fall within his jurisdiction."

In conclusion Mr. Ross apologized for not being at the Western Region Bonspiel, but congratulated Saskatoon for winning.

CHAPTER REPORTS

Each Chapter had been provided with a booklet containing all the Chapter Reports before the Meeting. Each Chapter Delegate proceeded to give a brief outline of his written report. Some of the delegates asked questions regarding certain interesting points in these reports. Also Chairman Menzies and other members questioned some of the delegates at the time they presented their reports.

Comments were as follows: --

Jean Guy Roy, presented the Quebec Report, and Chairman Menzies mentioned that in the last six years the Quebec Chapter has won blue ribbon membership awards five out of those six years.

Angelo Bozzer presented the Montreal Report, and Chairman Menzies questioned why the March Meeting was cancelled. Mr. Bozzer's response was because of budget restrictions - a budget that had been made out at the first of the year and was running over and has caused the Chapter to make the decision for cancellation of the Meeting. Of course, several members were very dissatisfied, however, the Chapter will budget better in the future and this will not happen again. Allan Smith of Southern Alberta asked for details on the design completion, which Angelo Bozzer explained to the members, mentioning that the "scope or framework" was available to those who might wish it. On another point Chairman Menzies went on to explain that the Chapter Roster (issued in September and complimented the Montreal Chapter for such an early printing) did have illegal advertisements in the centre section. All Chapters were urged to review the Manual on the policy on Rosters and asked that the illegal sections be removed from the centre of the Montreal one before anyone took it back to their Chapter.

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Adjourned for Coffee 10:35 a.m.

The Meeting reconvened with a discussion taking place when Ed Stumborg of the Ontario Chapter made his report and raised the question of "What happens if somebody gets hurt with a golf ball at an ASHRAE tournament? Or if a boat sinks killing people attending an ASHRAE function? What legal implication does this have with Society, Chapter or the individuals involved? It was suggested that a one day liability insurance was available, however, the following motion was passed:

MOTION: "That a written letter of legal implication referred to in the Ontario Chapter Report, be brought out at the Albuquerque Meeting by Andy Boggs, who will seek legal advice from the New York firm handling legal matters for the Society."

(ACTION ITEM - ANDY BOGGS)

When the London Report was given by Mr. John Payne, Chairman Menzies questioned why Chapter Members who had moved out of London had not been reported to New York so that they could be taken off the membership delinquent list. Mr. Payne said that he would do this immediately, sending a copy to Toronto where the members relocated. All Chapters were urged to do this if this was the case in their area.

It was mentioned by Brian Crowhurst in the Saskatoon report that this city is the site for the 1979 CRC.

During the Manitoba Chapter Report presented by Ed Faraci, he moved the following motion which was passed immediately.

"That Manitoba be granted the CRC Annual Conference in 1985, as it was the Provinces 50th Anniversary."

When Jack Scott of Regina presented his Chapter's Report, Chairman Menzies mentioned that Regina has won the Presidential Award for Excellence for 5 out of 6 years which is the most times for any Chapter in Region II.

At 12:00 the Meeting adjourned for the Presidential Luncheon - with the luncheon address being given by Charles Sepsy.

At 2:00 p.m. the Meeting reconvened. Chapter Reports were completed first then on to: --

REGIONAL COMMITTEEMAN REPORTS

1. Membership - Herb Sage reported that at July 1/77, Region II's membership was 2,700, an increase of 7.6% from 1976. One of the major contributors to this was the decrease in delinquent members down to 100 from 129 in 1976. Reminders to follow up on delinquent members have been sent to all Chapter Membership Committeemen and we look forward to their results. One of the most encouraging membership trends is the 100% increase in student memberships experienced last year. Herb Sage said that this was his last year as Membership Committeeman, but would like to congratulate all the Chapters for their excellent performance of the past three years.
2. Energy Conservation - Kirk Bavis said that at the 1977 CRC he and Russ Gonder were directed to try and develop a Canadian Speaker's list. In order to do this each Chapter was requested to submit copies of their Newsletters, Minutes of General Meetings and a Speaker's Evaluation Form. Only seven Chapters have responded and the assignment generally unfulfilled. Kirk then pointed out the Canadian Code for Energy Conservation should be available shortly. He closed with asking for more response from Chapters.

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REGIONAL COMMITTEEMAN REPORTS (Cont'd)

- . Program Committeeman - Russ Gonder reported that an exchange of Newsletters between all Chapters in Region II was initiated this year as a result of discussions at the CRC 1977 in Winnipeg. However, despite a number of reminders there are still many gaps in the coverage and urged further work appears to be necessary to get all Chapters contributing. He mentioned that student nights have become very popular.
4. Research Promotion - Al Oakes made the point that next year's Research Promotion Chairman is not present at this meeting and it is unknown who it will be, but hopefully someone will be chosen who has put input into this area. He also stated that at a recent Winnipeg workshop the group concentrated on establishing with each Chapter Chairman the basic idea of why the Society sponsors research and how a research project originates at the Technical Committee level. The workshop also set Chapter goals and in doing so set tentative goals for each investing firm.
5. Education - in the absence of Bob Morris, Chairman Menzies highlighted his report stating that student branches have been approved for Humber College and Niagara College. Student enrollment has dramatically increased in Region II with a high at one institution of 80 members at Vanier College in Montreal. He urged all Chapters to return by June, the Education Award of Excellence points statistics form. Also discussed was the new procedure being recommended to stop the lag between application and approval - now being three to four months.

At 2:20 p.m. the ARC Annual Meeting was held with Bev C. Neill, President presiding. The meeting was called to order. The following events occurred: --

1. Approval of Minutes of Previous Meeting.
2. Approval of Financial Statements.
3. Election of Officers: Dick Perry
John Ross
Al Oakes
George Menzies
Kirk Bavis
4. Nomination and subsequent approval of John Ross as President for ASHRAE Research Canada 1978-79.
5. Nomination and approval of Al Oakes as Vice President ASHRAE Research Canada for 1978-79.
6. Nomination of Price Waterhouse as Auditors for 1978-79.
7. Nomination of George Menzies as Secretary for ASHRAE Research Canada 1978-79.
8. Move for nominations to be closed.
9. Moved by John Ross and seconded by George Menzies "That appreciation be expressed to Bev Neill for the past 3 years of guidance."

Meeting adjourned at 3:00 p.m. for Executive Session.

Meeting called to order by Chairman Menzies at 4:30 p.m.

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SECOND BUSINESS SESSION - River Mill Conference Room "A"

1. Annual Information Questionnaire - George Menzies stated that a new Chapter questionnaire will be sent out by Headquarters shortly and requested a return by June 15/78. Manitoba was congratulated for already completing theirs and returning it at this meeting.

2. Moved by Jerry Boulanger and seconded by Jack Keon: --

"That the 1979 CRC be held in Saskatoon on May 23, 24, 25/79,
a date later in the year than previously recorded."

The 1980 CRC to be held in Moncton, N.B. during the last week in May
The 1981 CRC to be hosted by Northern Alberta in Edmonton
The 1985 CRC already had been assigned earlier in the meeting to Manitoba.

3. Chairman Menzies mentioned that the regional assessment is due before the end of the 1978 CRC.
4. Every Chapter now has a permanent mailing address as requested at the previous CRC so when sending out newsletters be sure your list is up to date.
5. Kirk Bavis was given the continued assignment of studying all Chapters on their involvement with local energy conservation programs. Mr. Bavis reported that the response had not been as good as he had anticipated but would continue trying.
6. The newly established position of Chapter President-Elect. was discussed. Ottawa Valley stated that they turned down the suggestion.
7. Chairman Menzies reported on the resolution made by the Saskatoon Chapter at last year's CRC that an all day technical seminar be held in each Chapter City and that technical speakers be provided to visit each Chapter and run one day seminars. Regions Central are studying this idea and determining how Headquarters could prepare technical information/slides and possibly canned video tapes which could be used as a Chapter program.
8. Regarding the dropping of Speakers List from the Manual, the Montreal Chapter finds the Speakers List quite useful and have had good luck in guest speakers. Most of the speakers pay their own way. The Speakers List will be continued as the other 9 regions still want it.

Meeting adjourned at 4:50 p.m.

THIRD BUSINESS SESSION - River Mill Conference Room "A"

Meeting reconvened at 8:30 a.m., Apr. 21/78 by Chairman Menzies

NEW BUSINESS

1. Reorganization - Mr. Menzies asked for a full discussion on this subject and mentioned Bruno Morabito's statement on reorganization as in the Presidential Letter dated Apr. 7/78. He also stated that in Atlanta the subject was discussed in an open forum. A map was enclosed in everyone's booklet for reference.

The following discussion took place: --

Gilles Rheault of Montreal asked that the Society be adjusted to come to "our way of thinking". He stated that by splitting Region II into two regions with

Cont'd ...

NEW BUSINESS (Cont'd)

U.S. Chapters we would divide our strengths using the progress already legislated into energy conservation as an example. He said that it is pointless to break up Region II and reorganize it again when it has taken a lot of years and hard work to get it to where it is today.

Mr. Bob McKeen reviewed Al Oakes letter to R. Perry and related Al's comments from this letter stating that the Chapters should be: --

- (a) grouped within areas sharing natural interest
- (b) areas sharing common interests
- (c) for convenience sake for Presidential visits and CRC conferences, and
- (d) the only change that should even be considered in Region II was to bring in British Columbia.

Also, he did not feel that the Americans were too interested in joining with Canada.

George Menzies stated that of the 42 submissions to the Reorganization Committee, half received were from Region II. He reviewed the last 5 years and speaking from experience of serving as Chairman for the past two years, few members really want the responsibility of being a Regional Chairman. It takes a good deal of a Chairman's time to visit Chapters and one has to be willing to take on this task. Chapters want to see Regional Chairmen annually.

OTHER COMMENTS FROM THE DELEGATES

ASHRAE has never been so widely accepted as it is now in Canada and if this split goes through it will weaken our Society's Canadian image. Gary Brown of the Halifax Chapter then commented that by joining with Maine, they would have some common interests, however, the majority consensus is that "their heart is in Canada" and it would be difficult dealing with America when it comes to Government, Laws, Contractors, etc.

It was then asked why there is not a Regional Chairman-Elect. just like the Society President-Elect. Someone in training to take over the position of Regional Chairman who could spread the workload around while he is being trained. Out of this discussion the following motions were made: --

1. It is moved and duly seconded that all Chapters in Region II remain incorporated as one region. (Moved by Bob McKeen, Ottawa - seconded - Gilles Rheault, Montreal.)
2. "Whereas the workload of the Regional Chairman is excessive and to minimize the difficulties of travel, it is moved that the position of Regional Chairman - Elect. be considered by the Society." (Moved by Bob McKee, Ottawa - seconded by John Payne, London.)

After discussion and advice from Charles Sepsy, the motion (#2) was reworded as follows: --

"Recommendation from this Region that the Long Range Planning Committee look into the matter of creating the position of Chairman-Elect."

(Moved by Gilles Rheault, Montreal - seconded by John Payne, London.)

Cont'd ...

3. "It is moved by this Regional Conference that the ASHRAE Chapters in British Columbia be invited to join Region II."

Moved by Gilles Rheault, Montreal - seconded by Jim Purvis.

OTHER NEW BUSINESS

Roster Discussion

This was brought about from a previous discussion about Montreal's advertisements in the centre of their published Roster. It was stated by Chairman Menzies that the St. Louis Chapter's format for their Roster was a good example to follow. Angelo Bozzer of Montreal disagreed, stating that if this was used the Roster could be sold to mailing agencies. Chairman Menzies commented that this subject and others related are brought up at every conference and has been discussed at length. The best approach is to use the rules and guidelines as already published. The placing of advertisements in the Roster is covered in our operating manuals because of legal implications that could be brought by national agencies and tax investigators. Andy Boggs reminded those present that the main reason for this ruling on advertising is for Tax Purposes. Mailing Rosters with paid advertising is taxable. The reason that ASHRAE in Canada has not been faced with any problem as of yet is because they are not an "accredited" tax exempt group. The subject was finally concluded by all agreeing to follow the policy as issued.

Chapter Chairmen at CRC's

It was the consensus that the Regional Chairman be directed to bring to the Region Central Committee a procedure developed to provide financial support for travel for the key Chapter Chairmen to get to CRC's. (This was not intended as a resolution but a directive to the Region II Chairman on this issue already being studied.)

The final resolution was: --

"That the London Chapter be congratulated on hosting an excellent conference".

Meeting adjourned at 10:20 a.m. for the upcoming workshops.

Refer to Appendix A for details on these workshops.

APPENDIX "A"

On Fri., Apr. 21/78, the following concurrent workshops took place (the 1st try at concurrent workshops in Region II).

1. Energy Conservation 10:30 to 12:30, conducted by K. Bavis, 28 present
2. Membership 10:30 to 12:30, conducted by H. Sage, 11 present
3. Research Promotion 10:30 to 4:00, conducted by A. Oakes, 17 present
4. Education 1:30 to 4:00 p.m., conducted by R. Morris, 15 present

Minutes from these workshops were supplied by each of the Regional Committeemen who conducted the workshop.

1. ENERGY CONSERVATION WORKSHOP

1. Those in attendance were:

G. R. Brown	Halifax Chapter	Alternate
G. R. Hoadley	New Brunswick Chapter	Alternate & Energy Committee Chairman
J. L. Roy	Quebec City Chapter	Pres-Elect
G. Rheault	Montreal Chapter	Pres-Elect & Energy Committee Chairman
M. Turaga	Montreal Chapter	Observer
B. McKee	Ottawa Valley Chapter	Delegate
C. Sharp	London, Canada Chapter	Secretary
J. Payne	London, Canada Chapter	Delegate
L. Swallow	London, Canada Chapter	Observer
J. Haywood	London, Canada Chapter	Energy Committee Chairman
J. Keon	Hamilton Chapter	Alternate
C. Ljungberg	Hamilton Chapter	Chapter President
L. Algie	Ontario Chapter	Energy Committee Chairman
H. French	Ontario Chapter	Past President
E. Stumborg	Ontario Chapter	Delegate
D. Cross	Manitoba Chapter	Pres-Elect
B. Crowhurst	Saskatoon Chapter	Delegate
J. Scott	Regina Chapter	Delegate
A. Smith	Southern Alberta Chapter	Alternate
B. Thorpe	Northern Alberta Chapter	Alternate
M. Doyle	London Free Press	Reporter
J. Klassen	Ottawa Valley	Guest Speaker
K. Bavis	New Brunswick Chapter	Region II Committeeman

1. ENERGY CONSERVATION WORKSHOP (Cont'd)

2. Meeting was convened at 10:30 a.m. with K. Bavis acting as Chairman. All chapters were represented and opened with a brief report outlining their chapter activities in the energy conservation field. Energy conservation committee chairmen from four chapters were in attendance.

Generally, all 13 chapters have been fairly active in energy conservation, however, expressed a need for help in promoting energy conservation on levels other than the local chapter.

3. Three different slide shows were previewed: - "Home Energy Saving"
"Managing Your Energy"
"Union Carbide Story"

K. Bavis is to inform chapters on availability of these.

4. Guidelines for a regional energy conservation awards program were distributed and the chapters were requested to present their comments.
5. J. Klassen of D.P.W., Government of Canada briefly explained the Canadian Governments position on energy conservation matters.
6. Meeting adjourned at 12:15 p.m. with the request that future CRC work-shops be longer in duration.

2. MEMBERSHIP COMMITTEE WORKSHOP

MEMBERSHIP COMMITTEEMAN - HERB SAGE - HONEYWELL - WINNIPEG

Meeting opened by chairman with discussion outlining function of Membership Committee.

Quiz on Membership - 11 Chapters represented: Herb Sage reviewed last term - suggested new chairman send out letter to Chapters - Outlined importance of membership committee to society - assisted by Society Secretary, Andrew Boggs Jr. - recommended teachers, professors be obtained to serve on (TC) technical committees, does not have to be a member - get membership active in chapter!

Aim of committeeman basically to communicate to the chapters the aims and objectives of society. Steve Singleton in charge of membership in N.Y.

2. MEMBERSHIP COMMITTEE WORKSHOP (Cont'd)

13 Chapters - common problem pinning down key men in each chapter - all chapter members should be society members!

A. Boggs discussed classification of members and grading formality. Should emphasize that one doesn't have to be an engineer to join ASHRAE. Important to fill out application fully for advancement of grade level.

General roster comes out every two years - \$10.00 ea. Not every chapter gets a copy - discussion - recommended one copy go to each chapter as formality.

Membership cards sent to each chapter every month providing there are changes. Committeeman gets a complete set for Region II - a complete new set is mailed each year to each chapter (colour varied).

H. Sage suggested 4% recommended growth for cost - discussed Blue Ribbon Award.

Slide presentation outlining growth 2540 to 2630 paid up members - proud of number of students in Region II - important to life line growth 1972 - 1977.

Losses due to non-payment of dues 6.6 to 3.7 - Alberta chapters very competitive (1 member separation). Member discussion on delinquent list - Hamilton Chapter good - delinquents list sent out every 3 months to chapters - Chapters should get on this list - set up a committee and put heavies to work on list.

Slide presentation by H. Sage - good points outlined to successful chapter membership - slides outlined in Handbook - distributed to those attending.

Certificates should be mailed to chapter involved for proper presentation - presently being mailed direct to applicant without fanfare - a delegate raised point of discussion - to be checked by H. Sage at future meeting.

Benefits of ASHRAE discussed.

H. Sage passed out prepared handbooks re chapter membership - good functional guides for a chapter.

2. MEMBERSHIP COMMITTEE WORKSHOP (Cont'd)

H. Sage gave penlights to attending members.

More use of past presidents in local chapters to be effected.- these people are skilled and should be reactivated as soon as their term is finished.

Les Howard	Manitoba	Vice President
George Buckler	Hamilton	Past President
Frank Spina	Hamilton	President-Elect
Terry Steeves	New Brunswick	President
Ron Roberts	Halifax	President-Elect.
Bill Mitchell	London	Vice President
Jim Purvis	Northern Alberta	Vice President
Angelo Bozzer	Montreal	President-Elect.
Phil Landray	Toronto	Vice President
Mike Acton	Ottawa	Treasurer
Jerry Radu	Southern Alberta	Past President
Russ Gonder	London	Program
Jerry Belanger	Saskatoon	1979 CRC Chairman

11 of 13 Chapters represented - not present - Regina
La Ville de Quebec

3. RESEARCH PROMOTION WORKSHOP

I conducted a research promotion workshop at the recent CRC; the workshop commenced at 10:30 AM Friday breaking for lunch and starting at 2:00 PM until 4:00 PM.

The workshop outlined the steps in the campaign (how to run a campaign).

Further, the workshop reviewed all Research Promotion Literature, explaining the use of each.

Some time was spent explaining the Society's philosophy towards research so that each member of the committee knows why we are involved in this activity and recognizes its importance.

Some subjects came up that will be finished next year:

1. Head Office Accounts and
Credit split between Chapters
2. How to solicit utilities

The following were in attendance.

Cont'd ...

3. RESEARCH PROMOTION WORKSHOP (Cont'd)

Garry Brown	Halifax
Rick Brown - Gary Hoadley	New Brunswick

Jean-Guy Roy	Quebec City
Andre Gagnon	Montreal
Bob McKee	Ottawa
Ed Stumborg	Ontario
Carl Ljunberg	Hamilton
John Payne	London
Bill Mitchell	London
Dave Cross; Brian Faurschou	Winnipeg
Jack Scott	Regina
Gerry Boulanger	Saskatoon
Bob Michie	Calgary
Jim Purvis	Edmonton

John Ross	ARC President - 1978-1979
Bev Neil	ARC President - 1975-1978
Al Oakes	Chairman RP Workshop

4. CRC WORKSHOP - EDUCATION

The following are the minutes of the Education Workshop at the CRC, Benmillier, Ontario, Friday, April 21st, 1978. Please note several items which require immediate action.

4. CRC WORKSHOP - EDUCATION (Cont'd)

IMMEDIATE
ACTION

The attendance record is attached.

Education Committee Reference Manuals were issued to each of the Chapters in attendance with the challenge that the delegate was to deliver the manual to the Chapter Education Committee Chairman before the Chairman receives this letter. If the delegate has fulfilled his task, the Education Chairman will entertain him at the bar. If your delegate has not delivered the book, make an appointment with him to meet at the bar to receive the Manual and to be entertained by the delegate at his expense.

Yes

The Manual was reviewed with particular emphasis on the following:

1. The importance of page 1 to keep the Manual up to date and to pass the Manual to the next Chairman was reviewed. -----
2. EC-6, Summary, HVAC Programs Survey. Table 2 for Region II is very incomplete. Student memberships are being rejected because headquarters are unable to determine the eligibility of the students. Each Chapter is urgently requested to send corrections and additions immediately to the writer. Yes
3. EC-7, Student Recruiting Poster. The poster was on display at the Workshop and Manual holders are requested to label the last two pages of the Manual as EC-7, and transfer them in the manual to immediately after the Survey. ----
4. EC-8, Certificate of Completion. Add the attached page in the Manual following EC-7.
5. EC-9, Award of Excellence Calculation Form. The Statistics form was required by the Regional Committeeman on January 31st, and the Report Form is required by May 31st. Yes
6. EC-11, Educational Display Booth. A booth is now available in Canada, and can be ordered from Mr. John H. Ross, Consulting Engineer, 1027 Yonge Street, Suite 303, Toronto, Ontario, M4W 3E8, phone number (416) 925-7893. The Chapter is responsible for shipping costs. The booth is equipped with sample brochures, and additional copies should be ordered from New York. -----

4. CRC WORKSHOP - EDUCATION (Cont'd)
7. Metric System Conversion. Please add the enclosed page in the back of the Reference Manual.
8. An ASHRAE publications catalog is mailed to each member each year. Student members may purchase publications at member rates, except some at lower rates as noted in EC-5, Educator's Information Guide.

EDUCATION WORKSHOP ATTENDANCE

<u>CHAPTER</u>	<u>NAME</u>	<u>POSITION</u>
Halifax	Ron Roberts	Pres. Elect
New Brunswick	Terry Steeves	Delegate
Quebec	-----	-----
Montreal	Mal Turaga	Ed.Comm.Chrmn.
	Angelo Bozzer	Delegate
	Gilles Rheault	Alternate
Ottawa	Mike Acton	Treasurer/ Alternate
Ontario	Phil Landray	V-P. Alt.
Hamilton	George Takata	Ed.Comm.Chrmn.
	Frank Spina	Delegate
London	Len Swallow	Ed.Comm.Chrmn.
	Clifton Morrison	Society Ed.Comm.Chrmn.
Winnipeg	-----	-----
Saskatoon	Brian Crowhurst	Delegate
Regina	-----	-----
Southern Alberta	Jerry Radu	Past Pres./ Delegate
Northern Alberta	Bob Thorpe	Alternate