

1980

Moncton

No awards

CHAPTERS REGIONAL COMMITTEE MEETING
May 22 - 24, 1980
HOTEL BEAUSEJOUR, MONCTON, NEW BRUNSWICK.

MEMBERS PRESENT: Alan Oakes, Director and Regional Chairman II

<u>Chapter</u>	<u>Delegate</u>	<u>Alternate</u>
Halifax	Jim Lothian	Jim Ruffell
New Brunswick	Gary Hoadley	Dave Potter
Quebec	Roland Guillemette	Dennis Quimper
Montreal	Dennis Banning	Jean-Guy Lahaie
Ottawa Valley	Ray Young	Roy Beckman
Ontario	Norm Johnson	Bill Chadwick
Hamilton	Gerald W. Kowalyshyn	George Takata
London, Canada	Chuck Sharp	Bill Rutherford

VISITORS PARTICIPATING IN CONFERENCE

Society Hugh D. McMillan, Houston, Texas (President of ASHRAE)
Clint Phillips, Washington, (Vice President of ASHRAE)
John Ross, Toronto, (Presidential Representative in Canada)
Ralph Buzrowsky, New York, Manager meetings and management

REGION by Chapter

Halifax: Rod Hartlin, President
Gord Weld, ASHRAE Director at large
Garry Schmeisser
Alane Jenke
Jim Grant, Energy Chairman
Laurie Conrad
Paul Conrad, Research Promotion Vice-Chairman

Moncton Terry Steeves, Research Promotion Chairman
Bob McPherson
Robin Craig
Jean Guy Bernard
Ray Lloyd
Richard Gallant, Energy Chairman
James Kelley
Gary Clancy
Jerry Forsythe, Board of Governors
Kirk Bavis, General Chairman

Quebec City Andre Couture, Membership Chairman
Glenn Parks, Educative, Chairman

Montreal Martin Carriere, Membership Chairman
Gilles Rheault, President
Laurier Nicholos, Energy Chairman
Mal Turaga, Regional Education Vice-Chairman

Ottawa Valley Mike Acton, President, Incoming Research Promotion
Dalt McIntyre, Energy Management
Don Cruikshank, Education Chairman
Marv Whalen, Membership Chairman

Ontario Lloyd Algie, Regional Energy Vice Chairman

Hamilton John Tuck, Board of Governors
George Menzies, Nominating Committee
George Buckler, Regional Membership Vice Chairman

London Delegates Only

Meeting called to order by Chairman Oakes at 8:30 a.m. Thursday, May 22, 1980. Society Officers and Regional Officers were introduced by the Chairman. Delegates and alternates and the Chapter Guests introduced themselves. Welcome address was given by Gary Hoadley, President of the New Brunswick Chapter.

Chairman Oakes asked for approval of last years minutes of CRC Meeting - Moved by Ray Young and seconded by Dennis Banning - Motion passed.

Chairman Oakes notes revised meeting agenda (appendix F attached).

Society Vice President, Mr. Clint Phillips, summed up some of the high-lights of the Society's Annual Meeting in Los Angeles. He pointed out:

1. The Society's relocation to Atlanta by next year.
2. He discussed ASHRAE's attempt to establish a presence in Washington.
3. He noted reorganization in ASHRAE's Board which was vitally necessary to its well being.

Ralph Burkowsky, ASHRAE's Staff Meeting Manager, indicated briefly some staff functions and how they relate to our Region. He also related his recent visit to Ottawa Valley Chapter and passed along their invitation to the Society to host a Society Annual Meeting.

Regional Vice Chairman, Lloyd Algie spoke briefly on his years activity which will be further detailed in his workshop Friday.

Mal Turaga, Education Vice Chairman, reported on the educational activity which will be further detailed in his workshop Friday.

Paul Conrad, Regional Vice Chairman Research Promotion, indicated he expects the region to reach its objective of \$35,000.00 and is enthusiastic for the Committee's operation this year.

George Buckler, Regional Vice Chairman Membership, noted some of his Committee's responsibilities and noted with satisfaction some of the accomplishments in the past year.

Presidential Representative, Mr. John Ross, gave his appreciation for attending the CRC and mentioned his meeting, of ASHRAE Research Canada, this afternoon.

Hugh McMillan, Society President was asked by Chairman Oakes to elaborate on The Society's Information Committee.

Mr. McMillan pointed out some of the problems ASHRAE was experiencing in getting our message across to legislative bodies. The PIC was set up to recommend ways to overcome this problem in both the U.S. and Canada. He discussed briefly, establishing an ASHRAE presence in Ottawa and Washington and also the funding of a public relations program. He indicated that results are starting to show and indicated a positive attitude for the Committee.

CHAPTER REPORTS

Jim Lothian, Delegate, Halifax

He referred to his written report which was circulated. He indicated strength in his Chapter in the Publicity area and emphasized a weakness in obtaining student members. He also reported on progress of St. John's Newfoundland and would continue to work in that area. He indicated enthusiasm for the Chapter's operations last year and was optimistic for the coming year.

Gary Hoadley, Delegate, New Brunswick

He reported that poor attendance at Chapter's meetings were main disappointments for the year. He felt that stronger Chapter

Committees would help and was considering restructuring the Committee term of office. He referred to the written report which was circulated and also detailed both the Product Show, the Chapter held in November and their Bursary Fund.

Roland Guillemette, Delegate, Ville of Quebec

Reports a good year. New young members; Good job combining membership and education, 147 members. Research promotion - objective \$2,000.00 (over with \$2,100.00) Education - Design Contest. Energy Conservation - Seminar with computer good success. 38 people attending.

Dennis Banning, Delegate, Montreal

He referred to his Chapter's Report as circulated and mentioned that the Chapter's turnaround in financial position was a major achievement. Table top display \$2,000.00 profit for Chapter. Student Members - Membership decreased to 297, big challenge for next year. Research Promotion - \$7,000.00. Education - Student night. Energy Management - Seminar, communicating with ECO in Ottawa. Research grant to University. Change from paid Chapter Executive Secretary to answering service. Reported a SKI DAY, GOLF DAY AND XMAS DANCE.

Ray Young, Delegate, Ottawa Valley

He referred to his Chapter Report high points - Research Promotion should reach goal of \$7,500.00; all Committees working effectively; weak area membership and problem of delinquent member. Generally speaking positive about last years results.

Norm Johnson, Delegate, Ontario

Circulated his Chapter's CRC form indicating positive results in Research Fund Raising and in Energy. Major area of concern is Chapter Attendance and getting participation from members in Chapter's operations. Both Gord Weld and Hugh McMillan commented on techniques of meeting attendance. They mentioned phone committees and also having a member hosting a table and being responsible for that table and thereby ensuring full attendance at the meeting.

Chuck Sharp, Delegate, London

He circulated Chapter Report. He reported Ladies Night in November started a successful year's operation. Social events were well attended; increased in Research Promotion of 100 percent. He mentioned getting contractors involved in ASHRAE was a problem to be faced in the coming year.

Gerald W. Kowalyshyn, Delegate, Hamilton

He circulated Chapter Report and indicated 20th Anniversary Meeting as high-light of year with guest speaker Dr. Steward Smith, leader of the Ontario Liberal Party. He commented on his Chapter's past presidents. Comments on the Telephone Committee are covered in Chapter's Report.

Meeting adjourned at 12:15 for lunch to reconvene at 2:30 for an annual ARC meeting. Minutes of ARC Meeting attached, Appendix G.

Second business session called to order by Chairman Oakes, following meeting of ARC and Executive Session. Time 5:00 p.m. There being no resolutions to be taken to the RCC meeting in Denver, the meeting was thrown open to general discussion.

Dennis Banning, Montreal, moved that the CRC assessment be increased to \$2.50 per Chapter member, to take affect for the Montreal meeting in 1981.. The motion was seconded by Ray Young, discussed and passed.

Discussion followed on registration fees. The general trend is to include all dinner and social activities in the registration fee; however, some members will take part in workshops only, and don't participate in these functions. It is therefore, suggested that split registration fees be encouraged.

There being no firm resolution at this time, the matter was shelved.

James Lothian, Halifax, moved that the meeting be adjourned , seconded by Garry Hoadley, Passed, Time 5:30 p.m.

Friday, May 23, 1980, 8:30 a.m., Chairman Oakes called the workshop meeting to order.

The Chapter delegates were asked to introduce their Chapter Chairmen taking part in the workshops. (Names indicated with conference visitors noted earlier)

The Chairman outlined the days activities and the procedures to be followed. He then called on Gordon Weld to introduce the subject of Management by Objectives, MBO.

The speaker emphasized the ways in which we all use MBO in our every day life, at home and at work without consciously knowing it. He then stressed the advantages of this management tool in society activities.

Chairman Oakes, then asked President McMillan to give some background and outline the benefits of the PAE program when used with MBO.

At 9:30 a.m. the meeting broke to the four workshops, the minutes and attendance at these workshops are listed under:

Appendix A
Appendix B
Appendix C
Appendix D

Research Promotion
Membership
Education
Energy

Each of the Work Shops terminated at 12:00 to allow members to attend the regular May Meeting of the Moncton Chapter.

The Workshop for Chapter Executives reconvened at 2:30 p.m. The minutes of this workshop are included in Appendix E.

Third business session called to order at 9:00 a.m. May 24, 1980 by Chairman Oakes. The Chairman asked for the results of the Executive Session. The location and dates of future CRC's were confirmed.

May 27-30, 1981	Montreal - Mount Royal Hotel
May 26-29, 1982	Halifax
May 25-28, 1983	Quebec City
May 16-19, 1984	Toronto
May 1985	Ottawa

The further report from the Nominating Committee will be sent directly to New York by the Chairman of the Nominating Committee.

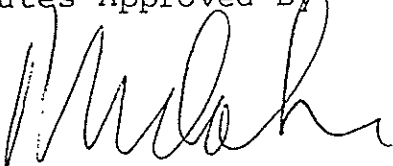
The Chairman introduced the subject of the Golden Gavel Award. He asked Lloyd Algie to chair a committee, made up of the Montreal, Hamilton, and London delegates to report to the CRC in Montreal.

Ray Young, Ottawa, moved that the Moncton Chapter be complimented for an excellent job done in hosting our 23rd annual CRC. This motion was seconded by James Lothian, Halifax, and with a unanimous agreement, was enthusiastically passed.

Chairman Oakes concurred with the above motion and congratulated Kirk Bavis, the meetings chairman.

Chairman Oakes asked if there was any new business to be discussed. There being none, on a motion by Ray Young, seconded by Norman Johnson that the 23rd annual CRC close. Motion passed. Time: 10:00 a.m.

Minutes Approved By



Alan Oakes, Region 2 Chairman

CRC MONCTON R. P. WORKSHOP MAY 23, 1980Members Attending

Rod Hartlin	Halifax Chapter
Chuck Sharp	London
John Tuck	Hamilton
Terry Steeves	New Brunswick
Dennis Banning	Montreal
Mike Acton	Ottawa Valley
Jim Ruffell	Halifax
Roland Guillemette	Quebec
Paul Conrad	Halifax - Chairman

AGENDA:#1, Report From Each Chapter to Provide Following:- (1Hr.)

- (a) Quota vs results to date. Also expected final figure.
- (b) Success achieved and how they were accomplished.
- (c) Problems encountered with suggested possible solutions.
- (d) Recommendations for next year.
- (e) Analysis of support
 - (1) From Society/Literature etc.
 - (2) From Reg. V.C.

#2, Review of the Tools Available:-

(1/2 Hr.)

- (a) Tape and Slide Presentation
 - (1) Get jinput on use and results
- (b) Literature
 - (1) Usage and results
 - (2) Suggested improvements

#3 THE IMPORTANCE OF PEOPLE

(3/4)

- (a) How to find the correct people
 - (i) Person we need for Chair
 - (ii) People for committee.
 - (iii) Present last years People Talk
- (b) How to conduct the campaign to get best results.
 - follow suggested schedule
- (c) Importance of Executive Support

#4 GENERAL DISCUSSION AND QUESTIONS

(1/2 - 3/4 Hr.)

#5 AWARD OR DISCUSS THE AWARD FOR THE TOP PRODUCER

(1/4 - 1/2) Hr.)

#6 Closing remarks since I will not be involved directly next year. Also, hopefully introduce my replacement.

APPENDIX B

June 18, 1980

C.R.C. - MONCTON, N. B.
HOTEL BEAUSEJOUR
MAY 23, 1980

Minutes of Membership Workshop conducted by George Buckler
Rheem Canada Limited, Hamilton, Ontario

Meeting was opened at 8:30 a.m. by Chairman with a slide presentation, outlining the functions of the Membership Committee, within a Chapter.

3x5 Membership Cards sent by Society were discussed and two Chapters, Ottawa and Ontario, use these for local recording and data - would not want to see them discontinued.

New literature stand for membership promotion is available upon request from John Ross.

All Chapters in Region II in favour of application fee (\$15.00 U.S. funds) be fixed at a Canadian amount (e.g. \$17.50) in dollars to remove any delaying obstacle in way of applicant.

Ottawa Chapter complaint that Society takes too long to remove delinquents from list. Example: a member sent cheque and cancelled cheque returned but name still shows as delinquent. President McMillan suggested copy of cancelled cheque be sent to Headquarters.

G. Buckler reviewed all Chapter's performances during past year with emphasis on delinquents. Delinquent follow-up of Society members by the Chapters in large geographical areas is a real problem. Ontario, Montreal and Ottawa Chapters claim it is not worth the cost of a telephone call to Thunder Bay, for example.

On open discussion period between Chapters permitted individual Chapters to pinpoint problems with women membership, upgrading of existing members, etc.

The first delinquent list to Chapters from Society has no real significant bench mark.

Incentives used by some Chapters to secure new membership permits a newcomer only two Chapter visits, after which he must then join. Other Chapters have a dollar differential to encourage Chapter membership.

cont'd

June 18, 1980

Minutes of Membership Workshop, May 23, 1980 cont'd

G. Buckler reviewed and explained the Blue Ribbon Award and the Presidential Award of Excellence. Priorities reviewed and question asked by Membership, "what is our objective? - growth in membership or winning ribbons or awards??"

Tax deductability of ASHRAE membership discussed. John Ross states that an individual cannot claim tax deduction for contributions to Research Fund.


A copy of the Chapter's Membership Workbook distributed to each Chapter attending.

G. Buckler summed up and advised Chapters to have a Membership Night early in the fall.

A total of eight Chapters were represented with Chapter Chairmen attending from one-half.

In addition to delegates, alternates and member chairmen in attendance, the following were present.

Hugh McMillan	-	President
Al Oakes	-	Regional Director
John Ross	-	Canadian Presidential Representative
Gordon Weld	-	Director at Large


by George W. Buckler,
Vice Chairman Membership,
Region II.

<u>NAME</u>	<u>CHAPTER</u>	<u>ALT. DEL.</u>
JEAN GUY LAHAIE	MONTREAL	ALTERNATE
MARTIN CARRIERE	MONTREAL	CHAIRMAN-MEMBERSH
NORM JOHNSON	ONTARIO	DELEGATE
JOHN ROSS	ONTARIO	VISITING FIREMAN
BOB MACPHERSON	N. B.	CHAPTER MEMBERSHI VICE CHAIRMAN
GEORGE TAKATA	HAMILTON	ALT. DEL.
MARV WHALEN	OTTAWA VALLEY	MEMBERSHIP CHAIRM
RAY YOUNG	OTTAWA VALLEY	DELEGATE
ANDRE COUTURE	QUEBEC CITY	MEMBERSHIP CHAIRM
GORDON ^{WELD} WELD	HALIFAX	
HUGH MCMILLEN		PRESIDENT
AL OAKES		CHAIRMAN

APPENDIX C

EDUCATION COMMITTEE WORKSHOP

CRC 1979-80, Moncton, NB

May 23, 1980, 9:00 a.m. - 12:00 noon

AGENDA

1. Approval of the agenda
Election of Secretary
2. Review of 1978-79 performance
3. Review of 1979-80 objectives for the Region and performance to date
4. Hand-book for Chapter education
5. Chapter Reports:
 - A. Introduce incoming Chairman
 - B. Chapter objectives 1979-80
 - C. Hi-lights of activities
 - D. Major problems
 - E. Anticipated objectives for 1980-81
6. Operation Guide Lines for Seminars
(see Chapter Education Handbook)
7. Concluding remarks

Chairman Mal Turuga

APPENDIX D

May 29, 1980

Please Reply to: Lloyd Algie,
1494 Holburne Road,
Mississauga, ON,
L5E 2L6

ENERGY MANAGEMENT WORKSHOP MINUTES..May 24, 1980. Moncton, NB

To all Energy Chairmen and Delegates and Alternates.

The meeting at Moncton was based on a "Think Tank" type in which the success of the individual Chapters was illustrated by the respective chairmen. The meeting heard from Montreal Chapter in Laurier Nichols and Ottawa Chapter in Dalton McIntyre and Jim Grant from Halifax.

The success of the Montreal Chapter in collecting a profit of \$4,000.00 to assist in next year's program was confirmed by all at the meeting. The MBO approach for 1980-81 by each Region 2 Chapter will be to put on a successful seminar.

Other ideas were that Moncton would like further dialogue with New Brunswick legislature in the energy field. Also D. McIntyre mentioned a good point is having a preventative maintenance program in your seminar which then involves the contractor level.

A point that was surprising to the chairman was that the majority did not want an energy award program as it now stands, but they wanted an award for best technique in saving energy. The thought was that smaller Chapters cannot compete one on one with larger Chapters who have the large buildings for larger energy savings. This idea will be tabled in Denver.

Enclosed is the Energy Managing brochures which some mentioned they do not have as yet. These may be obtained by writing directly to New York.

The following are other Energy Management books which you requested addresses:

1. Energy Efficient Technical Guidelines...Electrical Utilities; write to them or the Canadian Electrical Association.
2. Energy Management in Municipal Buildings..."Energy Management Team" by Ontario Ministry of Energy, 100 University Ave., suite 501, Toronto, ON M5J 1V6
3. Total Energy Management; handbook from, National Electrical Man. Association, 2101 L St., N.W., Washington D.D. 20037
4. Plant Energy Management...Walker Davis Pub. Inc., P.O. Box 482, 2500 Office Center, Willow Grove PA 19090

5. Energy Management for the Future...Learning programs on energy conservation, Energy Mines and Resources, Canada, 580 Booth St., Ottawa, ON, K1A 0E4

Thanking you, yours truly,

W. Lloyd Algie, Vice Chairman, Region 2

MONCTON

ENERGY MANAGEMENT - 1980

Members Attending

<u>Name</u>	<u>Chapter</u>
Bill Rutherford	London, Canada
Dalt McIntyre	Ottawa
Robin Craig	Moncton
Jean Guy Bernard	New Brunswick
Gary Schmeisser	Halifax
Alan Jenke	Halifax
Gilles Rheault	Montreal
Denis Quimper	Quebec
Ray Lloyd	Moncton, New Brunswick
Clint Phillips	ASHRAE Vice President
Jim Grant	Halifax
Gerry Kowalyshyn	Hamilton
Richard Gallant	New Brunswick Chapter
Laurier Nicholos	Montreal
Lloyd Algie	Toronto - Chairman

PRESIDENTIAL AWARD OF EXCELLENCE

Energy Management Committees
Region II Summary Report

CHAPTER NAME	3 HOUR ENERGY MGMT. SEMINARS	CHAPTER ARTICLES ON ENERGY MGMT. IN LOCAL NEWS MEDIA	CHAPTER MEMBER TALKS ON ENERGY TO CIVIC AND PUBLIC GROUPS	CHAPTER OR REGIONAL ENERGY MGMT. AWARDS PROG.	POINTS TOTAL *
	150 PTS. EA.	50 PTS. EA.	100 PTS. EA.	100 pts.	
(1) LONDON	100	200	300		300
(2) HAMILTON	100	200	300		300
(3) TORONTO (ONTARIO)	150+50 bonus	100	200	100	600
(4) OTTAWA	300+50 bonus	100	100		550
(5) MONTREAL	300	50	50	100 Leg. input	500
(6) QUEBEC CITY	300+100 bonus	100	100	75 Leg. input	575
(7) MONCTON, N.B.	300	50	50		400
(8) HALIFAX, N.S.	150+100bonus	150	200		600

*MAXIMUM POINTS
500
+ bonus

SENT TO S. SINGLETON - ASHRAE New York - e.e

FROM: Lloyd Algie REGION: 2 ENERGY MANAGEMENT, VICE-CHAIRMAN
DATE: May 29/80

c.c. REGIONAL CHAIRMAN Al. Oakes REGION: 2

CHAPTER EXECUTIVE WORKSHOP
Friday, May 23, 2:30 p.m.

Chairman Oakes outlined the objectives of the Workshop and indicated it would follow the attached agenda.

President McMillan spoke on the need for a commitment to the position, in any office of the Society, be it a Chapter President, Board of Governor member or committee man. He stressed the commitment must be asked for and acknowledged, rather than leaving it in abeyance, and thus open to misunderstanding. Mr. McMillan acknowledged that when the commitment is identified, the results that go with this commitment can be expected.

Following President McMillan, Mike Acton, Chuck Sharp, Rod Hartlin, Gilles Rheault, all Chapter Presidents, outlined procedures in their Chapters, bringing to light certain problems which were to be covered in the individual workshop sessions.

The meeting then broke to the workshops indicated on the agenda under the supervision of the officers noted.

John Ross visited each of the workshops to outline the results of the Regional Publicity Campaign and offered his assistance to the Chapter Chairman.

The Chapter to Chapter dialogue sessions proved very beneficial; however, it was felt that in the future, time for a general workshop should be allowed for.

In close quarters, more seemed to be discussed than in the open Chapter Report session.

The workshops had to be terminated by the Chairman at 5:30 in the midst of vigorous discussion.

CHAPTER EXECUTIVE WORKSHOPS

Attendance

A. Chairman Gilles Rheault
Paul Conrad
Hugh McMillan
Dennis Banning
Jeane Guy Lehaie
Martin Carriere
Laurier Nichols

C. Chairman Rod Hartlin
Lloyd Algie
Clint Phillips
Ray Young
Roy Beckman
Don Cruikshank
Dave McIntyre
Alan Jenke
Laurie Conrad

B. Chairman Mike Acton
George Buckler
Ralph Burkowsky
Dave Potter
Jean Guy Bernard
George Menzies
James Kelley
George Takata

D. Chairman C. Sharp
Mal Turaga
Gord Weld
Bill Rutherford
Roland Guillemette
Andre Couture

WORKSHOP FOR CHAPTER EXECUTIVES

MONCTON, N.B. - MAY 23, 1980

AGENDA:

- 1) Introduction - A. Oakes - 10 minutes
- 2) Leadership in ASHRAE - H. McMillan - 25 minutes
- 3) Operation Study of 4 Chapters in Region 2
 - Montreal ± G. Rheault
 - London - C. Sharp
 - Halifax ÷ R. Hartlin
 - Ottawa - M. Acton

Each speaker - 15 minutes
- 4) Work Shops - Time 1 hour
 - A. Montreal, Toronto - Gil Rheault
Paul Conrad
Hugh McMillan
 - B., Hamilton, Moncton - Mike Acton
George Bucklar
Ralph Burkowsky
 - C. Halifax, Ottawa - Rod Hartlin
Lloyd Alge
Clint Phillips
 - D. Quebec, London - C. Sharp
M. Turaga
Gord Weld

AGENDACRC REGION II - May 21-24, 1980, Moncton, New BrunswickWEDNESDAY, MAY 21, 1980

- 9:00 pm: CRC Indoctrination Session: For the Alternates and those members unfamiliar with the purpose and structures of a CRC
- 10:00 pm: Caucus - Delegates and Alternates plus Nominating Committee. Candidates for Vice-Chairman, Education and back-ups for other Vice-Chairmen, plus names for the Canadian Directors-at-Large and Committeemen for the many Society Committees will be discussed (in preparation for Executive Session)

THURSDAY, MAY 22, 1980

- 8:30 am: (Sharp!) - Opening of 1st Business Session
 - Call to Order - Alan Oakes, Director and Regional Chairman
 - Welcome by Host Chapter: Gary Hoadley - President
 * Appointment of Recording Secretary
 - Introduction of Head Table
 - Introduction of Delegates and Alternates (Roll Call) - Chapter Chairmen
 - Introduction of visiting dignitaries, Regional Vice-Chairmen, etc.
 - Approval of the Minutes from the 22nd Annual Region II CRC @Saskatoon, May 1979
 - Report by Regional Chairman and Update on resolutions from the previous CRC as well as the recent Society Meeting pertaining to Region II
 - Remarks by Hugh McMillan, Society President
 - Remarks by Clint Phillips, Society Vice-President
 - Remarks by Ralph Burkowsky, Manager Meeting and Conferences
 - Remarks by John Ross, Canadian Presidential Representative and President of ASHRAE Research Canada
- 9:45 am: Chapter Reports - starting with Halifax (Oral overviews of the highlights of the Chapter activities and problem areas). Delegates encouraged to question statements.
- 10:20 am: Coffee

THURSDAY, MAY 22, 1980

- 10:30 am: - Chapters Reports Continue, followed by
- Regional Vice Chairmen reports (Oral overview only)
- Lloyd Algie: Energy Management
- George Buckler: Membership
- Paul Conrad: Research Promotion
- Mal Turaga: Education
- 12:30 pm: - Chapter Luncheon - Salon B&C. This luncheon will be attended by delegates, alternates, wives, local members and any and all interested guests. Guest Speaker will be Hugh McMillan, President of ASHRAE, who will deliver the Presidential Address
- 2:30 pm: - Annual Meeting - ASHRAE Research Canada - conducted by John Ross, President--each Chapter Delegate (class "B" shareholder) and class "A" members to be present
- 3:30 pm: - Executive Session, delegates and alternates only. George Menzies supervising.
- 4:00pm: - Second Business Session
Written resolutions and other items of old business

FRIDAY, MAY 23, 1980

- 8:30 pm: - Introduction to workshops - Salon Cartier
- Introducing M.B.O. - Management by Objectives
Delegates and Alternates, Chapter Chairmen and guests
- Concurrent workshops:
- Energy Management
- Education
- Membership
- Research Promotion
- 12:15 pm: - Lunch - Chapter Meeting
Salon B&C
- 2:30 pm: - Chapter Operations Workshop
Salon Cartier

SATURDAY, MAY 24, 1980

8:30 am:

- Third Business Session
- Discuss future dates for Region II CRCs and their locations (including alternate locations)
- Report by George Menzies from the Executive Session:
 - (1) Society Officers Regional Recommendations. Confidential - not to be announced. Nominating Committee Member and Alternate to verify that selections have been made.
 - (2) Region II Nominating Committee Member and Alternate selections for 1980-1981 to be announced and recorded in Meeting minutes.
 - (3) Honours and Awards - Statement required to the effect that Honours and Awards recommendation have been considered and/or been made. Specific recommendations and are not to be announced.
 - (4) Region II Vice-Chairmen Recommendations - These to be conveyed to Regional Chairman on a Confidential bases.
 - (5) Other Society Committee Members Recommendations - To be conveyed to Regional Chairman on a Confidential basis.
- New Business Resolutions which result from the previous day's workshop which require approval by the CRC for the Regional Chairman to take to the Regions Central Meeting in Denver in June 1980
- New business - resolutions from the floor
- Closing remarks by Hugh McMillan

11:00 am:

- Adjournment of 23rd Annual Region II CRC

/ksr

Ninth Annual General Meeting of the Members

Minutes of the Ninth Annual General Meeting of the Members of A.S.H.R.A.E. RESEARCH CANADA held at the Beausejour Hotel in Moncton, New Brunswick on the 22nd day of May, at 2.30 o'clock in the afternoon.

There were eleven Members of the Corporation present and a large number of visitors.

Mr. John H. Ross took the Chair and Mr. Paul R. Conrad acted as Secretary of the Meeting in accordance with the By-Laws.

The Notice of Meeting was read and ordered inserted into the Minute Book immediately preceding the entry of the Minutes of the present Meeting.

With the Notice of Meeting having been distributed to all Members of the Corporation ten days prior, the Chairman declared the Meeting properly constituted.

The Minutes of the last Annual General Meeting held on May 24th, 1979 were read and approved.

It was announced that a Special General Meeting of the Members had been held in Toronto on March 25th, 1980 and had confirmed the Resolution for the Change of Name and the Revised By-Laws.

The Chairman submitted to the Meeting the Financial Statements for the Fiscal Year ended June 30th, 1979 and the Auditor's Report thereon. The Secretary then read the said Financial Statements and Auditor's Report and on motion duly made and seconded, it was unanimously RESOLVED:

THAT the Financial Statements for the Fiscal Year ended June 30th, 1979 and the Auditor's Report thereon as submitted and read to this Meeting, be and the same are hereby approved and adopted.

On motion duly made and seconded, it was unanimously RESOLVED:

THAT the Resolution concerning the Change in Name of the Corporation to ASHRAE RESEARCH CANADA, as prepared by our attorneys, approved by the Directors on Feb. 4th, 1980 and confirmed by the Members at a Special General Meeting on March 25th, 1980 and as submitted and read to this Meeting, be and the same is hereby approved and adopted.

On motion duly made and seconded, it was unanimously RESOLVED:

THAT the Revised By-Laws of the Corporation as prepared by our attorneys, approved by the Directors on Feb. 4th, 1980, and confirmed by the Members at a Special General Meeting on March 25th, 1980 and as submitted and read to this Meeting, be and the same are hereby approved and adopted.

The Chairman stated that it was in order to proceed with the election of Class A Members and Directors for the ensuing year and asked for nominations. The following persons were nominated:

Mr. George E. Menzies
Mr. Alan W. Oakes
Mr. Richard P. Perry
Mr. Wendell Wolfe
Mr. George F. Carscallen

There being no other nominations, the Chairman declared the list of Nominations closed and directed the Secretary to cast a single ballot of the Meeting for the election of the persons nominated. Such ballot having been cast, the Chairman declared the persons nominated to be duly elected as Class A Members and Directors of the Corporation until the next Annual General Meeting and until their successors are elected.

The Chairman stated that it was in order to proceed with the election of Officers for the ensuing year and asked for nominations. The following persons were nominated:

For President - - - Mr. George E. Menzies
For Vice President Mr. Alan W. Oakes

There being no other nominations, the Chairman declared the list of Nominations closed and directed the Secretary to cast a single ballot of the Meeting for the election of the persons nominated. Such ballot having been cast, the Chairman declared the persons nominated to be duly elected Officers of the Corporation until the next Annual General Meeting and until their successors are elected.

The Chairman stated that the Meeting was open for the appointment of Auditors. On motion duly made and seconded, it was unanimously RESOLVED:

THAT Messrs. Price Waterhouse & Co., Chartered Accountants of the City of Montreal, Province of Quebec, be and they are hereby appointed Auditors of the Corporation until the close of the next Annual General Meeting and until their successors are elected, on such terms and conditions as to their remuneration as shall be determined from time to time by the Directors.

The Chairman then presented the Annual Report of the Directors and thanked the retiring Director, Mr. Paul R. Conrad for his great help over the past year. On motion duly made and seconded it was unanimously RESOLVED:

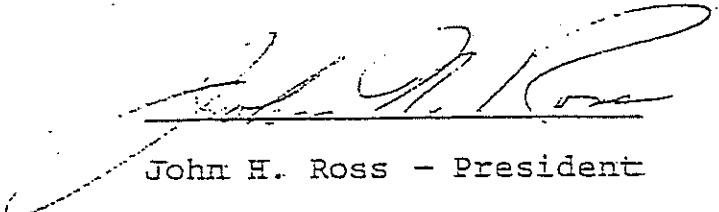
That all acts, proceedings, contracts, appointments, elections, payments and By-Laws, done, instituted, made and enacted by the Directors and Officers of the Corporation since the date of the last Annual General Meeting of the Members, as the same are set out or referred to in the Minutes of the Meetings of the Directors or in the Financial Statements submitted to this Meeting, be and the same are hereby approved, ratified and confirmed.

The Chairman requested the newly-elected Directors to remain for a Meeting of the Board of Directors to be held immediately after the termination of the present Meeting.

There being no further business to transact, the Meeting was terminated upon motion duly made.



Paul R. Conrad - Secretary



John H. Ross - President