

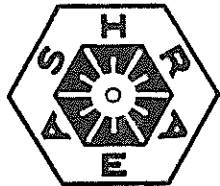
1985.

Ottawa.

no awards

**ASHRAE  
REGION II  
28TH ANNUAL  
CHAPTERS'  
REGIONAL CONFERENCE**

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



MAY 15, 16, 17, 1985  
**FOUR SEASONS HOTEL**  
150 ALBERT STREET  
OTTAWA, ONTARIO  
CANADA  
K1P 5G2  
(613)238-1500  
OTTAWA VALLEY CHAPTER

**ASHRAE SOCIETY OFFICERS  
EXÉCUTIF DE LA SOCIÉTÉ**

Robert O. McDonald	President / <i>Président</i>
Donald R. Bahnfleth	President-elect / <i>Président-élu</i>
Frederick H. Kohloss	Vice-President / <i>Vice-Président</i>
Preston E. McNall, Jr.	Vice-President / <i>Vice-Président</i>
H.E. (Barney) Burroughs	Treasurer / <i>Trésurier</i>
Frank M. Coda	Secretary / <i>Sécretaire</i>
Richard P. Perry	Past President / <i>Président-Précedent</i>

**REGION II OFFICERS**

W. Lloyd Algie	Regional Chairman & Director / <i>Président et Directeur</i>
Dalton J. McIntyre	Vice Chairman, Education / <i>Vice-Président, Éducation</i>
Gilles Rheault	Vice Chairman, Energy / <i>Vice-Président Énergie</i>
Ray G. Young	Vice Chairman, Membership / <i>Vice-Président, Recrutement</i>
Dennis J. Banning	Vice Chairman, Research Promotion / <i>Vice-Président, Fond de recherche</i>
Phillip B. Landray	Nominating Committee Member / <i>Comité de nomination</i>
George F. Carscallen	Nominating Committee Alternate / <i>Substitut au comité de nomination</i>
Paul R. Conrad	Director-At-Large / <i>Directeur des affaires générales</i>
Morton R. Stone	"R" in ASHRAE / "R" dans ASHRAE

**OTTAWA VALLEY CHAPTER  
BOARD OF GOVERNORS, 1984-85**

F. Vaculik	President / <i>Président</i>
G. Laszlo	Vice-President / <i>Vice-Président</i>
J. Dugan	Secretary / <i>Sécretaire</i>
S. Jol	Treasurer / <i>Trésurier</i>
J. Lunde	Past President / <i>Président-Précedent</i>
W. Hetherington	Governor / <i>Gouverneur</i>
W. Horricks	Governor / <i>Gouverneur</i>
P. Baker	Governor / <i>Gouverneur</i>
R. Code	Governor / <i>Gouverneur</i>

**DELEGATES AND ALTERNATES**

<b>HALIFAX</b>	Laurie Conrad	Delegate / <i>Délégué</i>
	Michael Kerman	Alternate / <i>Suppléant</i>
<b>AMILTON</b>	Ray C. Jacobs	Delegate / <i>Délégué</i>
	Dave W. Honsberger	Alternate / <i>Suppléant</i>
<b>LONDON</b>	Ronald Granger	Delegate / <i>Délégué</i>
	Don M.R. Johnson	Alternate / <i>Suppléant</i>
<b>MONTREAL</b>	Fred Krumreich	Delegate / <i>Délégué</i>
	Allen Hanley	Alternate / <i>Suppléant</i>
<b>NEW BRUNSWICK</b>	Gary Blue	Delegate / <i>Délégué</i>
	Robin Craig	Alternate / <i>Suppléant</i>
<b>OTTAWA VALLEY</b>	G.P. Laszlo	Delegate / <i>Délégué</i>
	John T. Dugan	Alternate / <i>Suppléant</i>
<b>QUEBEC</b>	Andre Beaulieu	Delegate / <i>Délégué</i>
	Pierre Chaput	Alternate / <i>Suppléant</i>
<b>SAGUENAY</b>		
<b>LAC ST. JEAN</b>	Michel Dufresne	Delegate / <i>Délégué</i>
	Jean-Robert Harvey	Alternate / <i>Suppléant</i>
<b>TORONTO</b>	Robert Bach	Delegate / <i>Délégué</i>
	Clifford Thompson	Alternate / <i>Suppléant</i>
<b>WINDSOR</b>	Mark Benedet	Delegate / <i>Délégué</i>
	Dan Castellan	Alternate / <i>Suppléant</i>
<b>CONFERENCE COMMITTEE</b>		
	George F. Carscallen	Chairman / <i>Président</i>
	Robert McKee	Vice-Chairman & Publicity / <i>Vice-Président et Publicité</i>
	Rudolf Jetzelsperger	Finance / <i>Trésorier</i>
	Charles Hobbs	Accommodation / <i>Logement</i>
	John Lunde	Technical / <i>Session technique</i>
	Frank Vaculik	Reception & Registration / <i>Réception et Inscription</i>
	Paul Baker	Spouses' Activities / <i>Program des épouses</i>
	W.E. Horricks	Transportation / <i>Transport</i>
	Byron Landry	Secretary / <i>Sécretaire</i>

**NOTES:**

- INTRO -

- 1) Friends to go who represent St. John's
- 2) Happy to be Chairman this region. At this time - elections, resolutions & working on new piece of Bylaws from V. Chairman to members
- 3) Preparing an agenda & table of events that should happen next year - 1985 and 3 yrs.
- 4) Expect full co-op of the region to members on status quo. and make no touch with the U.C. & Chapter later in summer.
- 5) Next Reg II Conv next year in Hamilton (Mt. Falls).
- 6) Re-attends Next Chapter - sets-up annual - accommodation - annual.

V.C. Report - all applicable jobs  
Education - DIST (see notes)  
Communication (Spring 1985)  
 (in Reg II - Chapter for Hamilton)  
 PPOE points - from Subby U.C.  
 \* workshop.

ENERGY - Gill - the copies of bulletin good. point increase over last year. Chapter services reports good to content of mtg. 750 points. last year as U.C. new U.C.

MEMBERSHIP - Roy & Jean  
 transfer in & out - resignations.  
 Communications -

RESEARCH - DEBORAH BRUNNING  
 \$4,000 - \$5,370  
 i.e. 16000 (total cell 1/2 million + all allocated) Berggraph!

R. W. BARNES - Janet Stone  
 2. Plan trial - could become a permanent committee. activities  
 Refer in Chapter -

PROGRAMME OFFICER - G. BROWN  
 PO Box 298 Lower Sackville  
 D4E-1M2 902-865-6128.  
 Trouble getting speakers in Maritime - interests by many chapters.

GOV'T AFFAIRS - FERNANDA  
 Region II & III i.e. Pan affairs.

REG II & III  
 K. J. ...

**GENERAL INFORMATION  
 RENSEIGNEMENTS DIVERS**

<p>Registration 2nd Floor Foyer</p> <p>Wednesday, May 15, 1985 11:00 a.m. to 9:00 p.m.</p> <p>Thursday, May 16, 1985 8:00 a.m. to 6:00 p.m.</p> <p>Friday, May 14, 1985 8:00 a.m. to noon</p> <p>Fees</p> <p><b>1. Members &amp; Guests</b></p> <p>.1 Before April 30, 1985 \$80.00 .2 After May 1, 1985 \$90.00</p> <p><b>Includes</b></p> <p>.1 Wednesday evening reception .2 Thursday &amp; Friday breakfasts .3 Thursday &amp; Friday luncheons .4 Thursday evening dinner &amp; entertainment</p> <p><b>2. Spouses</b></p> <p>.1 Before April 30, 1985 \$60.00 .2 After May 1, 1985 \$70.00</p> <p><b>Includes</b></p> <p>.1 Wednesday evening \$10.00 reception .2 Thursday's tour &amp; \$25.00 luncheon .3 Thursday evening \$40.00 dinner &amp; entertainment .4 Friday's tour &amp; \$20.00 President's Luncheon</p> <p><b>.3 Separate Tickets</b></p> <p>.1 Wednesday evening \$10.00 reception .2 Thursday breakfast \$ 8.00 .3 Thursday luncheon \$18.00 .4 Thursday evening \$40.00 dinner &amp; entertainment .5 Friday breakfast \$ 8.00 .6 Friday President's \$20.00 Luncheon</p>	<p>Inscription Foyer, 2<sup>e</sup> étage</p> <p>Mercredi 15 mai 1985 11h à 21h</p> <p>Judi 16 mai 1985 8h à 18h</p> <p>Vendredi 14 mai 1985 8h à midi</p> <p>Frais d'inscription</p> <p><b>1. Membres et invités</b></p> <p>.1 Avant le 30 avril 1985 .2 Après le 1er mai 1985</p> <p><b>Sont compris</b></p> <p>.1 Réception du mercredi soir .2 Petits déjeuners du jeudi et du vendredi Déjeuners du jeudi et du vendredi .4 Souper-spectacle du jeudi</p> <p><b>2. Conjoints</b></p> <p>.1 Avant le 30 avril 1985 .2 Après le 1er mai 1985</p> <p><b>Sont compris</b></p> <p>.1 Réception du mercredi .2 Visite guidée et déjeuner du jeudi Souper-spectacle du jeudi Visite guidée du vendredi et déjeuner du président</p> <p><b>3. Billets vendus séparément</b></p> <p>.1 Réception du mercredi soir 2. Petit déjeuner du jeudi .3 Déjeuner du jeudi .4 Souper-spectacle du jeudi .5 Petit déjeuner du vendredi .6 Déjeuner du président (vendredi)</p>
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# PROGRAMME DES ACTIVITÉS

<b>11h30 à 12h</b> <b>Salon E</b>	<i>Apéritif</i>	<b>Salon D</b>	Research Promotion All members & guests	<b>Salon D</b>	<i>Promotion de la recherche</i> Membres et invités
<b>12h à 13h30</b> <b>Salon Rideau</b>	<i>Déjeuner</i> - Mot de bienvenue du président du chapitre, M. Frank Vaculik - Conférencier invité: Mme Jean Pigott, présidente de la Commission de la Capitale Nationale Membres et invités	<b>12 noon</b> to 1:45 p.m. <b>Rideau Room</b>	President's Luncheon Special Guest Speaker Mr. Donald R. Bahnfleth President-elect, ASHRAE Presentation of Awards All members & guests	<b>12h à 13h45</b> <b>Salon Rideau</b>	<i>Déjeuner du président</i> Conférencier invité: M. Donald R. Bahnfleth Président-élu, ASHRAE Remise des prix Membres et invités
<b>14h à 15h15</b> <b>Salon Rideau</b>	<i>Programme technique</i> Membres et invités	<b>2:15 p.m.</b> to 4:30 p.m. <b>Rideau Room</b>	Third Business Meeting Nominating Report Resolutions New Business Summary Adjournment All members & guests	<b>14h15 à 16h30</b> <b>Salon Rideau</b> <b>Room</b>	<i>Troisième réunion d'affaires</i> Rapport de mise en nomination Résolutions Affaires nouvelles Récapitulatif Levée de la séance Membres et invités
<b>15h15 à 15h30</b>	<i>Pause café</i>				
<b>15h30 à 17h</b> <b>Salon Rideau</b>	<i>Programme technique (suite)</i> Membres et invités				
<b>18h30 à 19h30</b> <b>Salon E</b>	<i>Apéritif</i>				
<b>7h30</b>	<i>Souper/spectacle mettant en vedette le "City of Ottawa Police Choir" dans un hommage musical spécial, intitulé "An ASHRAE Arpeggio", de Holly Larocque</i>				

## SPOUSES' ACTIVITIES

## ACTIVITÉS POUR LES CONJOINTS

### WEDNESDAY, MAY 15, 1985

<b>11:00 a.m.</b> to <b>9:00 p.m.</b> <b>Salon D</b>	Registration Hospitality Suite
<b>2:00 p.m.</b> to <b>3:00 p.m.</b> <b>Rideau Room</b>	Official welcome
<b>6:30 p.m.</b> to <b>7:30 p.m.</b> <b>Rideau Room</b>	Cocktail Reception

### MERCREDI 15 MAI 1985

<b>11h à 21h</b> <b>Foyer, 2<sup>e</sup> étage</b> <b>Salon D</b>	<i>Inscription</i> Suite d'accueil
<b>14 h à 15h</b> <b>Salon Rideau</b>	<i>Cérémonie de bienvenue</i>
<b>16h30 à 19h30</b> <b>Salon Rideau</b>	<i>Réception</i>

### VENDREDI 17 MAI 1985

<b>7h à 8h</b> <b>Salon Rideau</b> <b>Room</b>	<i>Petit déjeuner</i> Membres et invités
<b>7h à 8h</b>	<i>Petit déjeuner de travail pour les délégués et les suppléants, ainsi que les membres et les suppléants du comité de nomination</i>
<b>8h à 10h</b>	<i>Suite d'accueil</i>
<b>8h à 10h</b> <b>Salons A,B,C</b> <b>et D</b>	<i>Travaux en atelier</i> Membres et invités
<b>10h à 10h15</b>	<i>Pause café</i>
<b>10h15 à 12h</b> <b>Salon A</b> <b>Salon B</b> <b>Salon C</b>	<i>Séances d'initiation au fonctionnement des chapitres.</i> Éducation Énergie Recrutement

### THURSDAY, MAY 16, 1985

<b>8:30 a.m.</b> to <b>9:30 a.m.</b> <b>Salon C</b>	Hospitality Suite Coffee & pastries
<b>10:00 a.m.</b> to <b>11:30</b>	Tour of City Embassy visit
<b>12 noon</b> to <b>3:00 p.m.</b>	Lunch at Moorside Tea Room Summer home Rt. Hon. McKenzie King Transportation via double decker bus

### JEUDI 16 MAI 1985

<b>8h30 à 9h30</b> <b>Salon C</b>	<i>Suite d'accueil</i> Café et pâtisseries
<b>10h à 11h30</b>	<i>Visite de la ville</i> Visite d'une ambassade
<b>12h à 15h</b>	<i>Déjeuner au Salon de thé Moorside</i> Résidence d'été de l'honorable McKenzie King Transport par autobus à impériale

### FRIDAY, MAY 17, 1985

<b>8:30 a.m.</b> to <b>9:30 a.m.</b> <b>Salon E</b>	Hospitality suite Coffee & pastries
<b>10:00 a.m.</b> to <b>11:30 a.m.</b>	Tour Parliament Buildings with Sen. Rheal Belisle
<b>12 noon</b> to <b>1:45 p.m.</b>	President's Luncheon

### VENDREDI 17 MAI 1985

<b>8h30 à 9h30</b> <b>Salon E</b>	<i>Suite d'accueil</i> Café et pâtisseries
<b>10h à 11h30</b>	<i>Visite des édifices du Parlement en compagnie du Sénateur Rheal Bélisle</i>
<b>12h à 13h45</b>	<i>Déjeuner du président</i>

## REGION II RÉGION II

### CHAPTERS' REGIONAL CONFERENCE CONGRÈS RÉGIONAL DES CHAPITRES

#### WEDNESDAY, MAY 15, 1985

11:00 a.m. Registration  
to 9:00 p.m. All members & guests  
2nd Floor Foyer

2:00 p.m. Official Welcome  
to 3:00 p.m. First Business Meeting  
Rideau Room Regional Chairman's Report  
Vice Chairmen's Reports  
All members & guests

3:00 p.m. Break  
to 3:15 p.m.

3:15 p.m. Caucus  
to 5:00 p.m. Delegates & Alternates  
Salon E Nominating Member & Alternate

3:30 p.m. Regional Planning Meeting  
to 5:00 p.m. Regional Chairman & Vice Chairmen  
Rideau Room

6:30 p.m. Cocktail Reception  
to 7:30 p.m. Dinner at restaurant of  
Rideau Room choice  
All members & guests

#### THURSDAY, MAY 16, 1985

7:00 a.m. Breakfast  
to 8:30 a.m. All members & guests  
Salon E

8:00 a.m. Registration  
to 6:00 p.m. All members & guests  
2nd Floor Foyer  
Salon C Hospitality Suite

8:30 a.m. Second Business Meeting  
to 10:00 a.m. Chapter Reports  
Rideau Room All members & guests

10:00 a.m. Break  
to 10:15 a.m.

10:15 a.m. Chapter Reports continued  
11:30 a.m. Society Committee Reports  
Rideau Room - Government Affairs  
- Program  
- "R" in ASHRAE  
Society Report  
- Frank M. Coda  
All members & guests

#### MERCREDI 16 MAI 1985

11h à 21h Inscription  
Foyer, 2<sup>e</sup> étage Membres et invités

14h à 15h Cérémonie de bienvenue  
Salon Rideau Première réunion d'affaires  
Rapport du président régional  
Rapport des vice-présidents régionaux  
Membres et invités

15h à 15h15 Pause café

15h15 à 17h Caucus  
Salon E Délégués et suppléants, membres et  
suppléants du comité de nomination

15h30 à 18h Réunion de planification régionale  
Salon Rideau Président et vice-présidents  
régionaux

18h30 à 19h30 Cocktail de bienvenue  
Salon Rideau Dîner libre à un restaurant de votre  
choix  
Pour tous

#### JEUDI 16 MAI 1985

7h à 8h30 Petit déjeuner  
Salon E Membres et invités

8h à 18h Inscription  
Foyer, 2<sup>e</sup> étage Membres et invités  
Salon C Suite d'accueil

8h30 à 11h Deuxième réunion d'affaires  
Salon Rideau Rapports des chapitres  
Membres et invités

10h à 10h15 Pause café

10h15 à 11h30 Rapports des chapitres (suite)  
Salon Rideau Rapports des comités:  
- Affaires gouvernementales  
- Programme  
- "R" dans "ASHRAE"  
Rapport de la Société  
- Frank M. Coda  
Membres et invités

11:30 a.m. to 2 noon  
Salon E

12 noon Luncheon  
to 1:30 p.m. - Welcome by Chapter President  
Rideau Room Frank Vaculik  
- special address by Mrs. Jean Pigott  
Chairman, National Capital  
Commission  
All members & guests

2:00 p.m. Technical Program  
to 3:15 p.m. All members & guests  
Rideau Room

3:15 p.m. Break  
to 3:30 p.m.

3:30 p.m. Technical Program Continued  
to 5:00 p.m. All members & guests  
Rideau Room

6:30 p.m. Cash bar  
to 7:30 p.m. Salon E

7:30 p.m. Dinner & Entertainment  
Rideau Room City of Ottawa Police Choir  
Special musical tribute  
An ASHRAE Arpeggio  
by Holly Larocque

#### FRIDAY, MAY 17, 1985

7:00 a.m. Breakfast  
to 8:00 a.m. All members & guests  
Rideau Room

7:00 a.m. Executive Session  
to 8:00 a.m. Delegates & Alternates  
Salon F Nominating Committee  
Member & Alternate

8:00 a.m. Hospitality Suite  
to 5:00 p.m. Salon E

8:30 a.m. Chapter Workshops  
to 10:00 a.m. All members & guests  
Salons A, B, C, & D

10:00 a.m. Break  
to 10:15 a.m.

10:15 a.m. Committee Training Sessions  
to 12 noon  
Salon A Education  
Salon B Energy  
Salon C Membership

*Steve Green 1001 St. Patrick St. Ottawa*

*De Pan Co. Generators + Town of Ottawa University Dept.*

*Session A - Affiliates*  
*B - Her Honor*  
*C - Under St. Joe*  
*D - Mr. Coda*

*To coffee*

AMERICAN SOCIETY OF HEATING, REFRIGERATING

AND AIR CONDITIONING ENGINEERS

OTTAWA VALLEY CHAPTER

MINUTES

28TH CHAPTERS REGIONAL CONFERENCE

REGION II

May 15, 16, 17, 1985

Four Seasons Hotel

150 Albert Street

Ottawa, Ontario

Canada

Contents:

1. Participants

2. Business Sessions

- First
- Second
- Third

3. Appendix

A. Annual Report of the Directors - ASHRAE Research Canada

CHAPTER REGIONAL CONFERENCE, REGION II

OTTAWA VALLEY CHAPTER, MAY 15 - 16 - 17, 1985

PARTICIPANTS

REGION II OFFICERS

W. Lloyd Algie	-	Regional Chairman & Director
Dalton J. McIntyre	-	Vice-chairman, Education
Gilles Rheault	-	Vice-chairman, Energy
Ray G. Young	-	Vice-chairman, Membership
Dennis J. Banning	-	Vice-chairman, Research
Phillip B. Landray	-	Nominating Committee Member
George F. Carscallen	-	Nominating Committee Alternate
Gary Brown	-	Program
Morton R. Slone	-	"R" in ASHRAE

SOCIETY VISITORS

Donald R. Bahnfleth	-	President-elect
Frederick H. Kohloss	-	Vice-president
Frank M. Coda	-	Secretary
Paul R. Conrad	-	Director-at-Large
Francois L'Anglais	-	Government Affairs Committee

DELEGATES AND ALTERNATES

<u>CHAPTER</u>	<u>DELEGATE</u>	<u>ALTERNATE</u>
Halifax	Laurie Conrad	Michael Kerman
Hamilton	Ray C. Jacobs	Joseph Vassallo
London	Ronald Granger	Don M. R. Johnson
Montreal	Fred Krumreich	Allen Hanley
New Brunswick	Robin Craig	Steve Tweedie
Ottawa Valley	Gabriel P. Laszlo	John T. Dugan
Quebec	Andre Beaulieu	Pierre Chaput
Saguenay - Lac St. Jean	Martial Ouellet	Jean-Robert Harvey
Toronto	Robert Bach	Clifford Thompson
Windsor	Mark Benedet	Dan Castellan



OPENING SESSION - MAY 15, 1985

- Region II Chairman, Lloyd Algie, gave general comments of welcome and introduction, and an update on Region II developments.
- Chairman Algie summarized the following on Region II activity.
  - Gary Brown (Halifax Chapter) appointed Program Co-ordinator and will obtain ideas from other regions.
  - Region II in last place for points total but first for new memberships.
  - Points in Region II for meeting attendance: Toronto leads, Ottawa in second place.
  - Region II points for research contributions: Toronto leads, New Brunswick in second place.
  - Region II points in Energy: Ottawa leads, Montreal in second place.
  - For comparative purposes, the following points leaders for the previous years were outlined: Montreal for Energy and Education, Toronto for meeting attendance, and Saguenay-Lac St. Jean for new membership.
- Chairman Algie explained the purpose of regional meetings and stated the general feeling for more impetus for the "R" in ASHRAE will be manifested with the future introduction of the new "Refrigeration" handbook.
- Chairman Algie stated general comments concerning the continuity of training for Chapter members.
- Chairman Algie introduced the Conference Committee members, and subsequently requested all delegates to introduce themselves individually.

FIRST BUSINESS SESSION - MAY 15, 1985

ATTENDANCE:

- Regional Officers, Society Visitors, Delegates and Alternates (see Participants), Conference Committee.

OBSERVERS

Halifax	-	Gary R. Gordon
		Gerard Doyle
London	-	John Kenney
Ottawa	-	Soli Dubash
		John Smale
		Paul Baker
		Simon Jol
Quebec	-	Azarias Servant
Windsor	-	Chris Hales

FIRST BUSINESS SESSION Cont'd

- Chairman Algie introduced Fred Kohloss, Society Vice-president, and the immediate topic of discussion: "Society Affairs in ASHRAE".
- Fred Kohloss delivered opening comments regarding the size of regions, and the birth of new Chapters in the region, and globally.
- General comments were made concerning the purpose of the Chapters, and benefits of the Handbooks and Journal. Fred Kohloss informed the meeting participants that ASHRAE will introduce a newspaper next year entitled "ASHRAE Insights".
- Clifford Thompson raised the question concerning the availability of the 25 specific objectives included in the "Strategic Affairs in ASHRAE" as referenced by Fred Kohloss. Fred Kohloss responded all salient points will be outlined in the July issue of the "ASHRAE Journal".
- Fred Kohloss outlined the development of the strategic plan from the list of problems/activities affecting the ASHRAE membership to a refined list. The objective of the plan were classified into the five (5) broad areas:
  1. Technology
  2. Regions
  3. Administration and Membership Services
  4. Education
  5. Communications
- Fred Kohloss outlined the 25 specific objectives applicable to the five (5) broad classifications.
- Fred Kohloss reaffirmed the purpose of the strategic plan, i.e. to enhance the membership's ability to do its job.
- Lloyd Algie thanked the speaker and presented him with the flag of the Province of Ontario.
- George Carscallen, Host Chairman, closed the session with "Welcome to Ottawa" comments and expressed his wish that this CRC Conference will be informative.

SECOND BUSINESS SESSION - MAY 16, 1985

ATTENDANCE

- Regional Officers, Society Visitors, Delegates and Alternates (see Participants), Conference Committee.
- George Buckler - Regional Chairman-elect.

SECOND BUSINESS SESSION Cont'd

ATTENDANCE

OBSERVERS

Halifax - Gary R. Brown  
Gerard Doyle  
William W. Maddock

London - John Kenney

Ottawa - John Smale  
Peter Sauer

Toronto - Ted Draak  
Herb Maybank  
David Underwood

Quebec - Azarias Servant

Windsor - Chris Hales  
Frank Pelisek

- Chairman Lloyd Algie opened the meeting at 9:35 a.m. requesting Chapter Delegates to present a synopsis of their Chapter Reports.

Halifax - L. Conrad

- Chapter meeting attendance increased; average attendance, about 25.
- Simplified Energy Calculations seminar, worked out in conjunction with New Brunswick Chapters did much to enhance ASHRAE credibility locally.
- Chapter formerly encountered problems with older committee members growing tired of doing most of the work, and new members which were introduced were perceived with less credibility by industry.
- Gerard Doyle was commended for his efforts in the successful operation of this chapter.
- Hopes were expressed to initiate a Newfoundland Chapter.

New Brunswick - R. Craig

- Recent year's events proved to be a mix of good/bad events.
- Good events: Energy Management Committee encountered an excellent response to their seminars with aid from the New Brunswick Energy Secretariat; research promotion under the chairmanship of David Potter is doing well.
- Bad events: poor organization and heavy workload imposed on Education and Membership Committees attributed to lack of motivation from the Chapter.
- Hopes expressed to convene a "Professional Development Seminar" in the Spring of 1986, in conjunction with the Halifax Chapter.
- The Newsletter is now a 4 or 5 page item reflecting ideas from other Chapters.

- The golf tournament was well attended and profitable, but a majority of the participants did not remain as members.
- Local media publicity coverage was good except for the newspaper coverage.
- Increased attendance was attributed to the work of Dave Cowan and the Phone Committee, as well as the quality of the speakers.
- Efforts will be made to combat apathy from the membership at the committee level with improved organization and distribution of the workload.
- Future endeavors include the addition of an extra meeting and search for more speakers, host a "Professional Development Seminar", and establishment of larger ASHRAE booths with more exposure among industry.

Saguenay-Lac St. Jean - M. Ouellet

- Chapter's main objectives were reached in the current year.
- Membership increased from 38 to 68.
- Meeting attendance averaged 14 plus.
- Technical speakers were multi-disciplinary.
- The financial situation is good, with funds already in reserve for the 1987 CRC.
- Social activities included a golf tournament.
- Local CEGEP colleges actively involved in the Research and Education Committees, resulting in an increase in student membership.
- Since Chapter is in a one-industry area; attempts have been made to diversify membership, which was successful.
- Ray Young requested clarification as to whether Chapter members were Society members; M. Ouellet responded that the details will have to be examined.

Quebec City - A. Beaulieu

- Poor attendance was the main problem area.
- A symposium on computer applications in HVAC attracted 162 participants.
- A 45 hour course on load calculations was presented.
- Due to success of symposiums, current financial balance increased to \$6,176. compared with \$4,000. in 1984.
- Financial balance will be used to promote ASHRAE locally with student booths, etc.
- Attempts to increase meeting attendance by changing the meeting location resulted in lower attendance due to poor meal quality and unsuitability of facilities; the Chapter is presently negotiating for another location.
- Appreciation expressed to Jean-Luc Morin's efforts in editing the "INFOBEC" Newsletter.
- Lack of participation from local Engineers cited as a problem.

Montreal - F. Krumreich

- Perennial problem cited was transfer of members to other cities.
- 57 new members.
- 43 delinquents were identified by Atlanta; closer examination revealed there were only 3, with the remainder either retired, deceased, or moved away.

- Education Committee activities were successful with 6 student awards presented among 3 CEGEPS.
- CAD seminar was successful.
- Energy Committee activities were successful; 16 persons on this committee, which calls and convenes its own separate meetings; appreciation expressed for Chairman's efforts.
- Meeting attendance decreased due to relocation of meeting place; attendance expected to increase in 1985 with change in meeting location back to Ruby Foo's.
- Research contributions increased in past year.
- Membership fees were increased for the first time in 3 years to successfully alleviate initial financial troubles.
- \$1,250. was generated in revenues from the advertisement of business cards in the Newsletter.
- Postal delivery problems resulted in two (2) weeks spread for mail delivery within the city for the Newsletter.
- Question was raised by observer concerning Atlanta's identification of delinquents in the event Chapter members leave no forwarding address when being transferred; Donald Bahnfleth responded that these members are categorized as being in "limbo" in the following year until their names are removed.

#### Ottawa Valley - G. Laszlo

- G. Laszlo welcomed all participants to Ottawa.
- Chapter's year was outstanding.
- Total points surpassed level for Award of Excellence.
- Membership increased, mainly due to efforts of Keith Murfin, and existing membership's dedication and activity in committees.
- Average meeting attendance ranged from 62-77.
- Smooth operation resulted from distribution of workload to ease the task burden on the membership.
- The Energy Committee participated in the Ottawa Home Show, with assistance from Energy Mines & Resources providing literature, and professional recognition expressed by the show management with provision of a show booth free of charge.
- Large increase in meeting attendance attributed to Ross King and Publicity Committee's efforts in informing the local media.
- Large number of student membership attributed to Education Committee's liason with four (4) colleges and universities in the area.
- Seminar on controls attracted 40-50 people, mainly due to efforts of Education Committee.

#### Toronto - R. Bach

- Successful year; hosted CRC in 1984.
- Introduction of a new Chapter membership application form resulted in a 6% increase in membership.
- Attendance is satisfactory and typically runs at 100 plus.
- Committee structures are stronger; increased participation attributed to involvement of immediate past president.
- "R" in ASHRAE Committee response excellent.
- Two (2) excellent seminars were well attended due to efforts of Energy and Technical Committees.

- Newsletter is of excellent quality but response for advertisement of business cards poor; printer informed that the chapter would be subject to Federal and Provincial sales tax if business cards are advertised.
- New Chapter Student Branch was opened at Ryerson.
- Research Promotion Committee will meet their target for the first time in many years due to successful efforts of past Presidents.
- Golf and curling events were successful, Ladies Nite unsuccessful and replaced by "Decemberfest".
- Roster was placed on word processing, resulting in ease of dealing with changes.
- Five (5) year effort to revise Constitution and Bylaws was completed; Atlanta finally approved after revisions; Donald Bahnfleth interjected approval was not handled by Atlanta as such, but by the Charters & Bylaws Committee.
- Ray Young raised question about any adverse effects due to presumed large number of delinquents which result from large number of transfers; R. Bach responded, didn't think the Membership Committee was fully informed on the situation.
- Newsletter averaged 12 pages; other Chapters haven't received any copies and requested future copies be sent to them.

Hamilton - R. Jacobs

- Highlight was celebration of 25th Anniversary in December.
- Membership increased by 21 persons.
- Membership is drawn from a 50 mile radius, including Kitchener and Guelph, which affects level of pre-paid meal members.
- Average attendance is 50 persons.
- Two (2) golf tournaments were held.
- Energy seminar was held in conjunction with Mohawk College; awards program was held with college members.
- Research funds totalled \$4,300.; typical company contributions ranged from \$250.-\$500.
- Losing members to Toronto.
- Gearing up for 1986 CRC, to be held in Niagara Falls.
- Financial balance declined due to expenditures related to the 25th Anniversary.

London - R. Granger

- Apathy towards committee work attributed to lack of motivation and continuity in service of Committee Chairman.
- Membership increased by 13 persons.
- Average meeting attendance was 40 persons, due to efforts of Program Committee providing good technical speakers.
- Chapter membership dues increased slightly.
- Education Committee worked well with University of Western Ontario.
- Research Committee won't meet targets.
- Energy Committee has not held any seminars.
- Gilles Rheault raised the issue of London's poor communications with other Chapters
- 25% of membership are past Presidents.
- Efforts for a two plan meal system were unsuccessful.

Windsor - M. Benedet

- Chapter membership experienced a 36% growth.
- Average attendance was 36 persons.
- Education Committee was responsible for an ASHRAE display booth in the Windsor area.
- Efforts of Energy/Education Committees resulted in presentation of first seminar on housing and microcomputers.
- Table top display at beginning of social hour was augmented with items of general interest; focus avoided salesmanship.
- Good range of speakers were selected.
- Hopes for better liason with Vice-Chairman expressed.
- New student Chapter initiated in Chatham.
- Financial situation experienced a modest surplus.
- Desire expressed to start up an "R" in ASHRAE Committee; however, other committees' activity must be firmed up first.

Chairman Algie called for a coffee break recess at 10:20 a.m.

Session resumed at 10:45 a.m.

- Lloyd Algie requested Host Chairman, George Carscallen, inform the session's participants about the afternoon's technical speakers and technical tour details.
- Chairman Algie requested Region II Officers present their Committee Reports.

Education - D. McIntyre

- Theme of report is improved communications; points awards are misunderstood; errors in some reports.
- Expressed disappointment that reports to Vice-chairman are inadequate or not received by the Vice-chairman due to time pressures of submitting the CRC reports.
- A good job is being done in recruiting student membership but importance of completing the necessary paperwork was stressed.
- No feedback received as to whether the poster advertisement which was sent by Atlanta to all branches was used.
- Most Chapters use the PAOE form, but more backup information is required in submissions (e.g. topic of award, which school, etc.)
- Points cannot be concurrently claimed for energy and education.

Energy - G. Rheault

- Experienced a fairly good year.
- Four (4) Newsletters were sent to the Chapter Chairman, with copies also sent to the President of the Chapter.
- Improved communications this year, due to emphasis placed on that subject at the past two (2) CRC meetings; however, room for improvement remains; communications with London Chapter non-existent.
- The following monthly Newsletters were received: Infobec (Quebec), Airways (Hamilton), Halifax Bulletin, Montrealer.
- Question was raised as to why Newsletters from remaining Chapters are not received by Vice-chairman.

- PAOE final score for Region II is 3,000 out of a maximum possible 5,500 points; result was mainly due to submission of only 4 entries for ASHRAE Energy Award, 3 from Montreal, 1 from Toronto which was disqualified due to lack of engineering content and irrelevance of subject.
- Energy price stabilization cited as possible cause for lack of submissions from Toronto which was supposed to have 4 entries, Ottawa and Quebec, which should have submitted 2 entries each.
- Seminars were very successful; Montreal and Toronto each had 2 which were well attended, Quebec a tremendous success with 162 participants, Ottawa participated in the Home Energy Show, Hamilton well planned since August 1984; New Brunswick, Windsor and Hamilton each had seminars.
- Toronto, Ottawa, Windsor collected the following total points for Region II: 250 points on Government Expert Testimony, 500 points on Government Advisory Appointments.
- Civic energy talks proved very popular for the following chapters which held 3 or more: Halifax, London, New Brunswick, Ottawa, Hamilton.
- Expressed thanks for help given in performance of job as vice-chairman and requested same co-operation to successor Azarias Servant.

Membership - R. Young

- Despite soft economy, 10 Chapters in Region II have managed overall steady growth in new members and retention of existing members.
- Decline or growth in membership beyond control of some Chapters due to two (2) impacting factors: member transfers brought about by changes in workplace, member resignations due to death, retirement or leaving industry.
- Problem in lack of communication; some Chapters do not reply to written communication; those that do experience steady growth due to exchange of ideas.

Research Promotion - D. Banning

- Research Promotion Chapter Workshop held in Montreal in November; 9 out of 10 Chapters in attendance.
- Despite early start efforts, results to date only marginally improved from previous year.
- Problem expressed in relaying "early start" message to Committee Members by Chapter Chairman; this item to be covered with more emphasis at next year's workshop.
- Chapter organization and communication between Vice-chairman and Chapter Chairman generally improved in this year over 1984.
- Region II, 1985 target is \$45,897; 37% was collected to May 10, 1985.
- RP-460 for research "Thermal Comfort for the Elderly" was awarded to McMaster University, Hamilton.
- Though largely unnoticed, Research Promotion in Canada surpassed significant milestone with \$500,000. collected in terms of investments spent or committed in Canada since incorporation of ASHRAE Research Canada in 1972.



### "R" in ASHRAE - M. Slone

- Purpose of "R" in ASHRAE was explained.
- Since its inception, refrigeration faction in society was neglected, with subsequent rift developing between refrigeration oriented members and the rest of the Society.
- Board of Directors in ASHRAE responded by reorganizing "R" in ASHRAE committee on a two year trial basis.
- Objectives of the committee were explained.
- Brief resume of progress made to date was outlined; Chapter response was good, 5 of 10 Chapters have appointed someone responsible for refrigeration, one Chapter held joint meeting with local RSES group, 4 Chapters have held at least one refrigeration program.
- Confidence was expressed that objectives will be reached with educating, promoting, cajoling and selling efforts.

### Program Liason - G. Brown

- Explained the development of the position for program Chairman.
- Current 20%-25% level of participation is unacceptable.
- Anticipate level of participation will increase in next year or two with the help of the Chapters.
- List of programs at the local Chapter level was compiled; feedback from Chapters was requested to identify participation problem areas.
- Gilles Rheault suggested each Chapter send a copy of their past year's program in order to improve the efficiency of this committee, complete with personal evaluation notes on the speakers.
- Laurie Conrad mentioned problems in obtaining good technical speakers for the New Brunswick and Nova Scotia Chapters; requested a list of highly regarded technical speakers for their area from Gary Brown in order to lend credibility to their region.
- Dalton McIntyre suggested Gary Brown issue a form to the Chapters which lists speaker evaluation items, instead of the evaluation being performed through the Society.

### Government Affairs - F. L'Anglais

- Circulated handout pertaining to Government Affairs.
  - Purpose of the committee was explained.
  - An outline was presented of the members of the committee.
  - A flowsheet of committee operations was presented.
  - "Article 683" of the committee process was highlighted.
  - Government Affairs Committee in the Western Region is operating well.
  - It is up to ASHRAE to act in a "watchdog" role when laws related to ASHRAE scope of interest are being prepared by government.
- 
- Chairman Algie introduced Frank Coda, Society Secretary, and the topic of a slide presentation - "Staff Reorganization".
  - A brief history was presented pertaining to the move of Society headquarters from New York to Atlanta in 1981.
  - Key employee impacts of this move were discussed; staff level strength.
  - Impact of council creations in 1981 outlined.
  - 1984 status outlined.

- Key factors of staff, councils, computerization and data processing.
- Staff organization review protocol was outlined.
- Staff support objectives were outlined: re-emphasize technical nature of the Society, increase computer usage, consolidate related services, add staff support for educational program, increase internal and public communications.
- New staff structure was outlined; financial impact analyzed.
- Gilles Rheault questioned if the Energy committee will still have staff liason; Frank Coda gave his assurance staff liason with Energy Committee would remain.
  
- Chairman Algie introduced Dan Bahnfleth, Society President-elect, and his report on "ASHRAE Research Canada".
  
- Dan Bahnfleth gave an outline of positions held in ASHRAE Research Canada and a summary of its Annual Report (See Appendix A).
- ASHRAE Research Canada experienced an increase in contributions over previous levels.
- Objectives were outlined.
- A meeting schedule was established by the Board of Directors.
- Process of selecting Directors was reviewed.
- It must be ensured ASHRAE Research Canada remains a "Paper Corporation" for tax benefit reasons.
- \$500,000. was raised in Canada for research purposes, but \$600,000. has actually been spent; therefore, the Research and Technical Committee doesn't recognize borders in this regard.
  
- Chairman Algie adjourned the session at 12:30 p.m.

THIRD BUSINESS SESSION - MAY 17, 1985

ATTENDANCE

- Regional Officers, Society Visitors, Delegates and Alternates (see Participants), Conference Committee.
  
- George Buckler - Regional Chairman-elect.

OBSERVERS

Halifax - Gerarð Doyle

- Chairman Algie opened the session at 2:55 p.m.
  
- General comments made regarding motivation at member and chapter levels.
- Call for resolutions was made.

Resolution # 1

- Moved by Clifford Thompson and seconded by Mark Benedet.

Re: Section 10.3 - Fees and Annual Dues

Change the second paragraph to read as follows:

"Reduced fees and dues shall be established for members who have been a full member, an associate member, or an affiliate in good standing for accumulative total of thirty (30) years and is fully retired and no longer practicing the arts or science of heating, refrigeration or air conditioning, and signs an affidavit so stating."

Withdrawn.

Resolution # 2

- Moved by Ray Jacobs and seconded by Ron Granger.

"That each year Region II CRC Host Committee submit a complete financial statement as required by the Society Manual within 90 days of completion of the CRC. This statement shall provide all the information as shown in Appendix I-A in the Manual for Conducting Chapters Regional Committee Conference."

Background Information:

1. This motion should not be necessary if the Manual is adhered to. This has not been the case in recent years, and this affects the planning of future CRC's.
2. The financial report for the CRC in Quebec City has not been submitted.
3. Financial reports that have been filed do not show the attendance figures for each event. This information is particularly important when booking hotel accommodation. Generally a 25% over estimate of room accommodation results in the hotel adding a surcharge after the conference.

Withdrawn.

Resolution # 3

- Moved by Ray Jacobs and seconded by Mark Benedet.

"Whereas many Chapters are not displaying at their Chapter meetings their PAOE and other Chapter awards appropriately, be it resolved that ASHRAE review its format for displaying Chapter awards and then publish a clear policy which can be easily followed by the Chapters."

Comment:

- A more conservative approach.
- Not on Chapter banner.
- Should be appealing to the eye and not a conglomeration of various sized items arbitrarily arranged.
- Could be reduced to fit on the front of the podium with pin-sized awards.

Defeated

Resolution # 4

- Moved by Ray Jacobs and seconded by Robin Craig.

"Whereas Chapter Reports appear to be getting

1. longer and more detailed,
2. more expensive to print,
3. more copies are required each year,

be it resolved that ASHRAE Region II agree on a reasonable and effective format for "Chapter's Report to the CRC" for all Chapters to follow and this format be conveyed to all Chapters annually

- each President may emphasize different features, hence format would need to be updated annually."

Carried.

Resolution # 5

- Moved by Ray Jacobs, no seconder.

" Whereas many Chapter Delegates experience difficulty when reporting back to chapters, the status of resolutions passed at CRC's and,

Whereas there is no central file within a Region to maintain a list of resolutions which have been passed over the years and the status of each,

be it resolved that ASHRAE publish promptly for ALL Chapters, a list of resolutions which are passed at all fall CRC's, shortly after the last fall CRC is completed, and again all the resolutions passed at the spring CRC's after the last spring CRC is held, along with the status of both recent and earlier resolutions from the regions, until each is finalized.

- To improve communications between Chapters and Regions."

Withdrawn.

Resolution # 6

- Moved by Ray Jacobs and seconded by Mark Benedet.

"Whereas CRC costs are skyrocketing, imposing large allocations of Chapter funds,

be it resolved that the format for conducting CRC be reviewed with the objective of recommending better caps on expenses.

- To be reviewed annually and sent out 18 months prior to Chapter holding CRC."

Defeated.

Resolution # 7

- Moved by Robin Craig and seconded by Laurie Conrad.

"That the respective Chapter being visited by the Region II Chairman, shall bear the expenses for a maximum of one visit a year to a Chapter meeting to include accommodation (1 night hotel arranged by Chapter) and 2 meals (1 dinner at the Chapter meeting and 1 breakfast)."

Carried.

Resolution # 8

- Moved by Robin Craig and seconded by Andre Beaulieu.

"That the P.D.S. fee schedule be maintained at the present rate (without increase), and that the \$50. Chapter quota refund be removed to be placed into the lowering of the overall fee for the benefit of better attendance."

Withdrawn.

Resolution # 9

- Moved by Robert Bach and seconded by Laurie Conrad.

"Resolved that all Chapters in Region II define their boundaries by Postal Code rather than by County or other means, to permit the Society to correctly assign its members to a Chapter."

Carried.

Resolution # 10

- Moved by Fred Krumreich and seconded by Robert Bach.

Proposed motion (co-sponsored by Montreal, Quebec City, Saguenay-Lac St Jean, and Ottawa Valley) to make available in French, membership and student membership application forms and slide kit text for research promotion as quickly as possible.

Furthermore, that a subcommittee on translation priorities be formed to screen all ASHRAE publications for usefulness and priority of translation. This subcommittee to consist of one representative from each of the chapters sponsoring this resolution.

This subcommittee will also supervise translations to assure the use of appropriate terminology in the translation and will offer time (at cost to Society) to do the translating if Society requires such services.

Committeemen travel expenses for the subcommittee meetings should be defrayed by Society.

Background Information:

Region II's large francophone membership and potential members have at present no forms, educational material and fund raising literature available in French for their use. This, we feel, is a great deterrent in recruiting new francophone members and upgrading existing membership. In fact, in the province of Quebec the use of unilingual English forms is against the law.

Carried.

Resolution # 11

- Moved by Laurie Conrad and seconded by Robin Craig.

That the paragraph on the Society Dues request in Block C

"If you wish to send a separate contribution check for tax purposes, designate as follows: For U.S. - "ASHRAE Research". For Canada - "ASHRAE Research - Canada".

be revised to clarify the Canadian Tax Laws i.e. that Canadian individuals' contribution is not a tax deduction unless written off as an expense against self-employed income.

Suggested Wording

"If you wish to send a separate contribution check for tax purposes, designate as follows. For U.S. - "ASHRAE Research". For Canada - "ASHRAE Research - Canada". \*

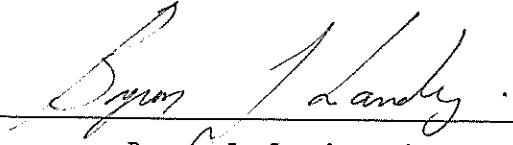
\* Must be written off against self-employed income for members in accordance with Section 37 (1) of the Canadian Income Tax Act.

This should be ratified by a Canadian Tax Accountant/Lawyer.

Carried.

- Ray Jacobs introduced "Old business" with respect to the 1984 CRC Minutes:
  - Resolution # 4, "Quebec City" be changed to "Halifax".
  - Resolution # 3 went to Regions Council.
  - Resolution # 5, George Carscallen responded, a complete package will be sent out in time.
- Lloyd Algie commented on paragraph 2.2.4K of the CRC Manual; a letter concerning this paragraph will be sent to each delegate in attendance at the 1985 CRC.
- Lloyd Algie introduced "New business".
- Don Bahnfleth commented on information recently sent out concerning guidelines on control of regional funds; in effect, there is a regional fund but it flows directly to the CRC Chairman.
- George Carscallen commented that future CRC conferences may wish to consider establishing a registration fee, which was not done at the 1985 CRC.
- Lloyd Algie raised the question pertaining to fee charge for Winnipeg CRC; Don Bahnfleth responded, \$100. per person.
- Dennis Banning provided an update on ASHRAE research contributions; \$24,283.62 or 53% of budget reached.
- Moved by Clifford Thompson that the Hamilton Chapter budget for the 1986 CRC be approved as a guideline; Ray Jacobs wanted to review budget in light of George Carscallen's comments; motion withdrawn.
- Phillip Landray expressed Nominating Committee appreciative comments.
- Chairman Algie requested Fred Krumreich speak about Montreal Chapter's 50th Anniversary Celebrations.
- ✓ - Lloyd Algie introduced George Buckler, incoming Regional Chairman.
- George Buckler expressed appreciation for Lloyd Algie's efforts during his role as Chairman; hopes to establish targets for Region II soon; current co-operation from Chapters described as good; referenced comments regarding 1986 CRC.
- Al Hanley moved that the participants join together in giving a hearty vote of thanks for Lloyd Algie's work; carried by a noisy handclap of approval.
- Lloyd Algie adjourned the session at 4:35 p.m.

SIGNED



Byron J. Landry, Secretary

SIGNED

W. Lloyd Algie, Regional Chairman

BJL:ct



Annual Report of the Directors

ASHRAE RESEARCH CANADA

ASHRAE Research Canada (ARC) was incorporated in 1972 through the diligent efforts of Hayward Murray who at that time was the Vice-Chairman Research Promotion in Region 2 which represented all ASHRAE Chapters in Canada except BC, principally to allow contributions by those "carrying on business in Canada" a tax deduction on their Federal Tax Return, thereby giving the Canadian fund raising efforts by the chapters an equivalent situation to the US chapters of ASHRAE. The result was a dramatic increase in Canadian contributions - from \$1098. in '72 to \$20,574 in '73.

However, the existence of ARC as an ASHRAE Corp. is unique when compared to the activities of our Society with its 50,000 plus members and its increasing international scope. I am sure no Member of the Society would want to see the format of ARC repeated in a multitude of other countries of the world as their particular ASHRAE membership becomes significant.

This is one of the reasons why the Finance Committee of the Society asks ARC's Board of Directors each year to consider dissolution of the Corporation when a means is found to allow Canadians tax benefits similar to their US counterparts without the need of having a separate Canadian ASHRAE Corporation. As of April 1985, legal counsel has advised us that no tax changes appear on the horizon to accomplish this need. Therefore, the ARC Board of Directors recommended to your Society's Executive Committee that ARC continue for at least one more year.

At this point in this Report it might be worthwhile to review the official purpose ARC was incorporated, i.e. "to carry on or have carried on in Canada in conjunction with ASHRAE INC. (of Atlanta, Georgia) research to advance the arts and sciences of heating, refrigeration, air-conditioning and ventilation and the allied arts, sciences and related resource environmental and human factors for the benefit of the general public and to raise funds to defray the costs of research carried on pursuant to the above objectives."

To assist in the first objective, ARC's Board of Directors have in the past year established a regularly scheduled meeting of the BOD which is organized and publicized by the Headquarters, specifically W.W. Seaton, Manager of Research which is held concurrently with the two Society meetings held each year (Semi-Annual in Jan; Annual in June), at 7:00 AM the Sunday morning of the Society meeting prior to the Research Promotion Meeting. All Society members are aware of this meeting well in advance, which has resulted in increased attendance by Members from many ASHRAE Canadian Chapters. Mr. Seaton, as our Society's manager of Research also attends these ARC Board Meetings where he is bringing forth for those present updates on (1) Canadian research contacts (2) new areas of research currently being tendered (3) problems with research institutions, etc. This information exchange has resulted in a much better appreciation of the bidding contracting needs and should result in a more effective Canadian research program and its associated research promotion campaign.

Relative to the second official purpose of ARC "to raise funds", the Board of Directors of ARC has been selected in the past 7 years to be Canadian members who simultaneously are also Regional Chairmen, Vice-Chairmen Research Promotion, or past Members of the Society's Research Promotion Committee. These particular Society Members are those most familiar with the operation of Canadian chapter fund raising activities which hopefully result in an effective Canadian research promotion campaign.

As a result of a recommendation at the BOD meeting Jan. 27, 1985, the slate of Directors which are elected at each Annual General Meeting of ARC is now the Society's President-Elect's candidates in an effort to ensure compatibility with his objectives during his term as Society President which coincides with ARC's fiscal year. The slate being proposed today which you read in your meeting notice was recommended by D.R. Bahnfleth, Society President-Elect.

In addition to this new procedure, our President-Elect has asked the ARC BOD to prepare an Operating Guide similar to that of many Society Committees (1) to define the selection process for Directors and their term of office (2) to define the official annual events for ARC, i.e. filing tax returns (3) to ensure ARC stays as a "paper corporation" for tax benefits and not expand its role at the expense of the chapter/regional/council operation of the Society.

4  
By reviewing the past year's fiscal activities, ARC's income for the year was some \$66,939. with some \$9,964 paid out principally to research contractors. This resulted in ARC not paying any Federal or Provincial taxes for the eleventh straight year. To explain further, we must spend 90% of what we collect each year based on long-term averaging formulas. On the two ARC flyers recently printed and distributed by the 1000's across Canada, it shows that we have spent more in Canada on research than we collected for many years. Although this year's figures are not finalized, with a new contract at McMaster University worth up to \$90,000. we will through 1986 continue to spend more than we collect.

This past year an ARC Newsletter was distributed in the Fall of 1984 and Spring of 1985 to all Canadian chapters. This Newsletter was requested by the Regional Chairmen so that the chapters could add information to their Newsletters to keep the chapter members up to date with ARC's activities. Hopefully, your chapter put the information to good use.


As well, minutes of the Directors' Meetings and the Annual General Meeting were distributed to the Regional Chairmen and Vice-Chairman Research Promotion so they could distribute all or parts of them with their regional Newsletters.

It is hoped that this extensive distribution of ARC minutes, reports and Newsletters is not overwhelming chapters with paperwork or misleading them into believing ARC is the Canadian spokesman of ASHRAE rather than the chapter/regional organization now in place. In fact some members may have thoughts to expand the current ARC operation which could very well bring the bitter re-organization debate of the 70's.

Page 3

The location of next year's Annual General Meeting is at the Park Hotel in Niagara Falls, Ontario Friday, May 16, 1986 at 4:00 P.M. which is concurrent with Region 2's CRC. All ASHRAE members are welcome to attend and it is a choice location on a holiday weekend (Queen Victoria Day).

On behalf of the Directors, thank you for the support we have received during the past year.

  
G.F. Menzies, ARC President  
May 10, 1985.

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

(HAMILTON CHAPTER)



December 12, 1985

BUDGET OF HAMILTON CHAPTER CRC COMMITTEE

MAY 14, 15, 16/86

<u>EXPENSE</u>	<u>NUMBER</u>	<u>COST</u>
Wed. Coffee Break.....		50.00
Wed. Welcome Reception.....	50	500.00
Thur. Breakfast.....	50	300.00
Thur. Coffee Breaks and Hospitality.....		200.00
Thur. Luncheon.....	80	800.00
Thur. Dinner.....	100	2000.00
Thur. Entertainment.....		1750.00
Fri. Breakfast.....	50	300.00
Fri. Coffee Breaks and Hospitality Room.....		200.00
Rooms for Guests.....		250.00
Ladies events...(\$10.00 + \$5.00 = \$450.00 + bus)	30	950.00
Hospitality Suite.....		?
Gifts.....		200.00
Printing, Signs, Photocopies, etc.....		500.00
Equipment Rentals.....		100.00
Committee Room - Rental.....		70.00
Contingency.....		250.00
Committee Expenses - Meetings.....		500.00
Stenographic Costs.....		125.00
Fri. Lunch.....	50	500.00
		<u>Total \$9545.00</u>
<u>INCOME EXPECTED</u>		
Society.....		2000.00
Assessment.....		4000.00
Registration - Men - 50 @ \$55.00.....		2750.00
- Ladies - 30 @ \$45.00.....		1350.00
Thurs. Dinner & Entertainment.....	20	800.00
		<u>Total \$10900.00</u>

Resolution # 4

- Moved by Ray Jacobs and seconded by Robin Craig.

"Whereas Chapter Reports appear to be getting

1. longer and more detailed,
2. more expensive to print,
3. more copies are required each year,

1985

be it resolved that ASHRAE Region II agree on a reasonable and effective format for "Chapter's Report to the CRC" for all Chapters to follow and this format be conveyed to all Chapters annually

- each <sup>Regional Chairman</sup> ~~representative~~ may emphasize different features, hence format would need to be updated annually."

Carried.

Resolution # 7

- Moved by Robin Craig and seconded by Laurie Conrad.

1985

"That the respective Chapter being visited by the Region II Chairman, shall bear the expenses for a maximum of one visit a year to a Chapter meeting to include accommodation (1 night hotel arranged by Chapter) and 2 meals (1 dinner at the Chapter meeting and 1 breakfast)."

Carried.

Resolution # 9

- Moved by Robert Bach and seconded by Laurie Conrad.

1985

"Resolved that all Chapters in Region II define their boundaries by Postal Code rather than by County or other means, to permit the Society to correctly assign its members to a Chapter."

*not possible*

Carried.

1984

- It was moved by H. Maybank, seconded by R. Morris that suggested motions (resolutions) be discussed at the start of the CRC rather than at the end. Carried - Unanimous.

*depends on Chairman format.*

1984

- It was moved by H. Maybank, seconded by R. Morris that Region II be unalterably opposed to any involvement of ASHRAE Society of collecting any chapters dues from members. Carried.

*up to chapter*

Resolution # 1

1984

- Moved by Walter Lucas and seconded by John Kenny. "That the Manual of Conducting Chapters Regional Committee Conference be available as part of the Chapters Operating Manual to enable the Delegate and Alternate to be familiar with the Requirements of CRC prior to their attendance as an Alternate".

Carried.

Resolution # 4

Moved by Bob Morris, seconded by H. Maybank, that at each Region II CRC, the following year's host chapter submit a budget for approval which shall show the assessment, registration, and estimated expenses as outlined in "Manual for Conducting CRC Conference". The previous year's final report of CRC Income and Expenses shall be submitted to the delegates for guidance in approving, by a 2/3 majority, the submitted budget.

## Background Information:

- 1984
1. This year's \$3.50 assessment has not been approved by the CRC and theoretically did not require payment by the chapters. *W. Lovy*
  2. Since Society provides <sup>1500</sup> \$1,000.00 financial assistance, ASHRAE Headquarters requires a complete financial report of the CRC after the CRC is completed. The report is sent to the Controller's office with a copy to the Regional Chairman. *was approved in Mt.*
  3. The cost effectiveness of Region II's CRC should be scrutinized and alternate means of achieving the same aims examined before smaller chapters (less than 125 members) are buried in expenses.

[It was noted that item # 1 above is false. Item was passed in Québec Halifax City and approved in Atlanta. *←?*

Carried.

Resolution # 5

Moved by Bob Morris, seconded by Herb Maybank, that the host chapter's CRC committee include the following year's host chapter's CRC chairman on their mailing list for the minutes of all meetings as they occur.

## Background Information:

This motion will help to ensure the following:

- 1984
1. The host chairman will be reasonably educated in the pitfalls before his budget is submitted for approval.
  2. The host CRC committee chairman will be selected two years in advance.
  3. The host chapter CRC committee chairman will have a continuous reminder that a budget is required one (1) year in advance of hosting the CRC.

Carried.



Resolution # 8

1984

- Moved by Jean P. Bedard, seconded by Andre Beaulieu, that Society provide financial assistance to translate into French the audio portion of the VCR tapes for research and energy management.

*Done*

Carried.

Resolution - Moved by John Lunde and seconded by Bill Maddock.

At the onset, the ASHRAE Energy Conservation program needed to be supported by special, highly visible activities in the chapters and society. Therefore, it was justified to create a new committee for Energy Management.

This committee served its purpose by increasing the awareness about energy management, with the first year's of this committee's activities being oriented towards an introduction of new products and ideas into the design and operation stages.

1983

Quebec City)

After several years, we contend that energy management is more than one isolated activity of ASHRAE. In buildings, energy management is inseparable from the management of environmental quality, and building system performance evaluation at partial loads. Energy management is becoming increasingly technical, even beyond the traditional areas of application, and therefore it needs to rely on as much technical knowledge as is possibly available. To meet the new challenges in energy management, from the point of view of environmental quality assurance and building systems partial load performance evaluation, we feel that the Energy Management and Technical Committees should merge. Motion passed.

Halifax Chapter

Resolution - Moved by J. Moar and seconded by D. McIntyre.

1982

Chapter Presidents should receive copies of all correspondence sent to Chapter Committee Chairmen from Society headquarters. This resolution is applicable only to Region II.

*Carried 2*

Quebec City

Resolution - Moved by J. Lebel and seconded by J. Cuccia.

1982

Because the last increase of the Chapter contribution to the CRC was in Moncton two years ago from \$1.50 to \$2.50 per member, because of inflation and because the Chapters have to pay the cost of the CRC by contributions and registration fees, we propose to increase the contribution from \$2.50 to \$3.50. This resolution is applicable only to Region II.

*yes*

- (1) Resolution - Moved by B. Chadwick and seconded by J. Cuccia.

1982

Since the Society office has recently announced the implementation of a "Professional Services Directory" in the ASHRAE Journal, it is hereby moved that Chapters be permitted to implement a similar program in their Chapter newsletters (or equivalent), the revenue therefrom to be used to assist in expanding educational programs such as with bursaries.

RESOLUTION - Moved by G. Forsythe.

It is hereby moved that Chapters be advised as to the disposition of resolutions introduced at CRC meetings. This resolution is applicable only to Region II.

1982

- (1) Resolution - Moved by H. Ramsey and seconded by B. Chadwick.

That the Director of Region II submit the following motion to the Board of Directors at the Annual Meeting:

That ASHRAE adopt the policy of providing funds to each Chapter allotted on the basis of area membership and that these funds be allocated from Society membership dues in accordance with the following formula.

Allotment = Membership Dues X  $\sqrt{\frac{\text{Area Assigned Members}}{2}}$

The strength of ASHRAE lies in its Chapter structure and committee organization. It is vital to the future of the Society that the quality of our membership be maintained at its present high standard. In order to ensure that talented new members are attracted to the Chapters and to Society committees, it is imperative that we improve communications with them. One very positive method of improving communications with prospective Chapter members and enticing them to become involved in ASHRAE is through the medium of Chapter Newsletters and other related mailings.

London, Canada Chapter costs for mailings to Chapter members only during the 1981-82 year were approximately \$16.90 per Chapter member. Chapter membership dues are already too high and are a contributing factor to our low growth record. Additional expense of sending Chapter mailings to all area members cannot be afforded by the Chapter.

Allotment of funds from Society based on area membership would permit improved communications between the Chapter and all area members. This in turn would increase Chapter membership and the member's ability to contribute to ASHRAE.