MINUTES

REGION 2 CHAPTERS' REGIONAL CONFERENCE

MONTREAL, QUEBEC

AUGUST 23 to 25, 1990

LE CHATEAU CHAMPLAIN
REGION 2 - 33rd ANNUAL CHAPTERS' REGIONAL CONFERENCE
AUGUST 23-25, 1990

FIRST BUSINESS SESSION

1. CALL TO ORDER

N. Johnson, ASHRAE Director and Regional Chairman called the session to order at 10:15 a.m. Thursday, August 23, 1990 and welcomed all those present. The meeting was held in Salon Viger A&B, Le Chateau Champlain, Montreal, Quebec. *

Chairman Johnson thanked Norman Nathan, Host Chairman and the Montreal Chapter for hosting this Conference.

Chairman Johnson asked the Delegates, Alternates, Vice-Chairmen and guests to introduce themselves.

The Chairman then introduced the Head table: Steve Comstock, Director, Communications and Publications, ASHRAE Staff, Atlanta; Billy Manning, Society Vice-President from Alabama; Don Rich, President/Elect, Syracuse, N.Y.; Norman Nathan, Host Chairman, CRC, Montreal; Daniel Robert, C.R.C. Secretary; Gail Menzies, Recording Secretary; Jules Olsen, Society Vice-President, Toronto. Mr. Johnson also introduced Gordon Weld, Chairman Honours & Awards, from Halifax and Tom Anderson, Research, Atlanta, staff.

2. Election of Secretary

On motion by Bryon Landry and Roy Chaffey, Daniel Robert was elected Secretary for the CRC. CARRIED.

3. WELCOME

Norman Nathan, Host Chairman for CRC '90 welcomed all those present to Montreal CRC. He explained the events over the next few days and wished everyone a pleasant stay in Montreal.

4. ROLL CALL

The attendance sheet was passed and all present were asked to sign in. Refer to Appendix A for those in attendance.

* The agenda for the CRC is attached as Appendix B.
5. **REMARKS FROM SOCIETY OFFICERS AND STAFF**

a) **President-Elect, Don Rich**

Chairman Johnson introduced President-Elect Don Rich. Mr. Rich thanked the Montreal chapter for hosting this CRC and noted he and his wife Joan were pleased to be here. The Presidential address will be given at luncheon tomorrow -- the theme being 'Professional Development through Participation'.

b) **Society Vice-President, Billy Manning**

Chairman Johnson introduced Billy Manning, Vice-President of Society. Mr. Manning said that he was excited to be here in Montreal with the temperatures cooler than Birmingham, Alabama. He pointed out that only those who fully participate in ASHRAE reap the benefits of membership and that your participation has driven society forward. He also noted the Standards and Guidelines set by ASHRAE and other resources available to members, as well as research projects, seminars, and symposiums sponsored by ASHRAE. Mr. Manning reported that the BOD is committed to using wisely the dues collected from members. Finally, he said ASHRAE is committed to improving the quality of life for many people and that our work affects everyone throughout the world.

c) **Steven Comstock, Director of Communications & Publications**

Mr. Comstock gave an outline of his work at Headquarters in Atlanta. He also advised the group of the procedure & time to get information into 'Insights'. Mr. Comstock told the meeting of the wealth of information available to them. Thirty-five new standards were published last year. There is also a video explaining how STD 90.1 is used and also a 35 minute tape and slide presentation. These are available on loan or for sale to all chapters. Mr. Comstock advised the meeting to take advantage of the information available to them. Samples of the publications will be on display throughout the CRC.

d) **Society Vice-President, Jules Olsen**

Mr. Olsen advised that ASHRAE exists for its members and because of its members. He explained in detail how the Board of Directors is set up.

e) **Gordon Weld, Chairman, Society Honours & Awards Committee**

Mr. Weld explained how the Honours and awards Committee functions. He explained in detail the three basic awards, personal to an individual, pass through awards and publication or paper awards. He also explained how important it is to submit complete information when nominating someone for an award.
f) Paul Conrad, President, ASHRAE Research Canada

Mr. Conrad advised the Annual ARC meeting is scheduled for Saturday, August 25, 1990, 7:00 a.m. and invited all those in attendance to attend.

He also advised that the 1994 Celebrations are still in the planning stages.

6. REGIONAL CHAIRMAN'S REPORT

Chairman Johnson noted that his theme for the year was the same - 'Communication and Co-operation'. There has been some improvement, but still along way to go.

Membership promotion was down 2.1% across the Region. La Ville de Quebec was up 6.1%, London up 5.1% and Saguenay Lac St. Jean up 2.9%. Region 2 had the second lowest PAOE points of the twelve regions.

Even with the downswing in our economy, we realized two very successful years in research promotion. Mr. Johnson noted with new enthusiastic officers in the chapters for next year, he is certain Region 2 will become strong and viable.

He also noted that Mississauga Chapter has regrouped and is well on its way to becoming a strong Chapter.

"COMMUNICATE": The Regional Chairman's Report is attached.

7. VICE-CHAIRMEN'S REPORTS

HISTORICAL COMMITTEE

Vice-Chairman Cliff Thompson advised it had not been an overly active year. A packet had been sent to all Chapter Historians and will be discussed at the Workshop.

MEMBERSHIP COMMITTEE

Vice-Chairman John Dugan gave a report from Retiring V.C. Gerard Doyle. Seven chapters exceeded Membership Promotion PAOE par. La Ville de Quebec was the highest with 751 points and Toronto Chapter second with 663. Communication is again a problem with only eight of eleven chapters reporting. Only 5 chapters responded to PAOE Bonus Point Questionnaires and the others missed receiving their bonus points. 'Communicate'.

Don Rich, Society P/E commented that he was disappointed with the number of advancements. It is very important to see that the members get their advancements as it could effect their qualifying for awards in the future.
EDUCATIONAL COMMITTEE

Vice Chairman John Bisset noted the name change of the committee. Chapter Programs has moved to E.T.A.

Mr. Bisset has just completed his first year. The committee is developing comprehensive programs for secondary and college courses. They are recommending that teachers in math and science at the secondary level and math, science and engineering at the college level be invited to technical programs.

Communication is a problem and work will be done in this area. Visits to Halifax, Moncton and Toronto are planned this year. 'COMMUNICATE'.

REFRIGERATION COMMITTEE

Vice-Chairman Phil Landray visited four chapters this past year. All 11 Chapters have a Refrigeration Chairman and the majority have refrigeration subjects and speakers at some of their meetings.

The ICEMAN award plaque was developed. This award recognizes the Chairman and Chapter who contributed the greatest number of PAOE points during the year. Don McKeen of Ottawa Valley won with 415 points. Chapter reporting is still a problem. 'COMMUNICATE'.

ENERGY AND TECHNICAL AFFAIRS (ETA)

Simon Jol is completing his first term. This is a grass roots committee doing a fantastic job providing technology transfer. In order to improve communications a newsletter will be produced monthly. Mr. Jol reported on the activities of this committee and awards will be named later in the meeting. 'COMMUNICATE'.

The meeting adjourned for lunch at 12 noon.

FIRST BUSINESS SESSION (continued)

Chairman Johnson called the meeting to order at 1:25 p.m. on Thursday, August 23, 1991. The meeting was held in Salon Viger A&B, Le Chateau Champlain, Montreal, Quebec.

Chairman Johnson asked that the Chapters distribute their reports and each Chapter was given five minutes to comment on their activities for the year.

8. CHAPTER REPORTS

LONDON

Greg James reported that London Chapter had a very active and productive year.
The principal theme was focused on Chapter Membership. The London Chapter has seen good growth in meeting attendance and good growth in membership. Six chapter members upgraded their membership level, three chapter members were guest speakers at chapter meetings and six chapter members have attended this year's CRC. Mr. James reported that their CRC fund is being used to increase the number of Chapter members in attendance at CRCs.

**WINDSOR**

Greg Dufour reported that Windsor has had good meeting attendance. Good speakers and mini seminars before the meetings were designed to help student members and the younger members by drawing on the experience of the more experienced members. This has worked very well.

The Windsor chapter has great involvement in the community. The Research Promotion fell short, but the Chapter felt the goal was a little unrealistic. All in all, the Chapter had a good year.

**HAMILTON**

Ray Bates advised of the new enthusiastic executive at the Hamilton Chapter for 1990-91.

Hamilton Chapter has just completed its 31st year and membership grew slightly. Plans and key objectives for the new year include increased membership, programme speakers and financial chapter improvements. The research programme was well handled with a modest but important increase over the previous year. Social events, especially the golf day are well attended.

It was noted that Niagara College has discontinued the EVAC course, hence the significant drop in student members.

Hamilton is looking forward to a very successful year.

**TORONTO**

Roy Chaffey reported that 1989/90 was full of challenges. After many years of deficit budgeting, a non-deficit budget with the goal for all activities to be self-supporting to the financial well-being of the chapter was set and proved successful.

Student night was a great success with 25 members in attendance from four colleges and the University of Toronto.

Membership growth was not as high as expected but we are working on this for 1990.
Toronto has an advisory committee made up of Past-presidents. One member attends each Board Meeting and if the Board runs into a problem, advice is sought from the Past-Presidents.

OTTAWA VALLEY

Bryon Landry reported Ottawa had experienced another successful year. The key objectives for the year were a shift in focus from the recruitment of new society to new chapter members; to promote faculty liaisons and student membership; to use the newsletter more effectively to communicate to the chapter members; and a goal of 185 chapter members.

The chapter's financial situation was the most difficult problem faced but by year end a surplus bank balance surfaced. The meal plan dues were increased from $90.00 to $125.00. Chapter membership increased 14% to 181 members. Volunteering, specifically the shortage of it, is the most difficult problem we face as a chapter.

MONTREAL

Tony DiFruscio reported on a successful year.

Their meeting location was changed with no major problem. Research Promotion campaign was a success. Contributions reached $8,000.00 representing a 300% increase from last year.

Montreal Chapter has now set up a permanent office and hired close to a full-time executive secretary to operate this area.

Montreal Chapter had a busy year with hosting the 1990 CRC but also a very successful year in chapter operations as well.

SAGUENAY LAC ST. JEAN

France Renaud reported a successful year mostly with chapter program and meeting attendance. The finances are limited and they plan to work hard to improve this area.

The chapter had a growth of six new members.

La VILLE de QUEBEC

Yves Trudel reported their Chapter had a most successful year.

The most successful events were: a technical seminar Indoor Air Quality, a refrigeration program, CFCs and their substitutes - Refrigerant reclaim systems. Membership promotion, Chapter Program and meeting attendance as well as research fund raising were also successful.

Advertising the ASHRAE Chapter meetings in the local newspaper has proved successful. The cost is $300.00 per year.
HALIFAX

Doug Rafuse reported Halifax Chapter had a reasonably successful year.

Their objectives were to increase the attendance at the monthly meetings and increase the membership and also continue efforts to persuade the HVAC course students at the Technical University of N.S. to become student members. Both objectives were achieved. Invoicing of the Chapter Dues through ASHRAE headquarters has resulted in a substantial increase in paid Chapter membership. In the Research Promotion area, the Chapter exceeded its goal by more than 50%.

The good technical programmes proved successful, but difficulties in obtaining good speakers on topics of interest to members continues.

NEW BRUNSWICK

Brien Storey reported on a challenging and productive year. Their two main objectives were the advancement of six associate members to full member status and establishing an advisory committee to assist the Executive when requested in the resolution of difficult issues. As of June 1990, four of six applications for Member status have been approved and the two remaining are in the works. A CRC advisory committee was established.

With the dismantling of the local office of Energy Mines and Resources Canada, ASHRAE has lost an invaluable resource for seminars and speakers. This year's Meet '90 was a tremendous success and has enabled us to establish a Scholarship which will provide post-graduate funding to mechanical engineering students at four New Brunswick educational institutions.

MISSISSAUGA

Lou Doody reported that Mississauga Chapter enjoyed a successful year. The main activity has been the monthly meeting. At the beginning of the year, there was uncertainty regarding the future of the Chapter, but after a strong appeal, volunteers to assist with Chapter operations came forward.

The average attendance for the year is 26 people. A record number of address changes was again recorded indicating the itinerant nature of our membership.

A full complement of Chapter officers has been elected for the coming year and we are looking forward to a successful year with continued growth.
9. MOTIONS FROM CRC '89 MINUTES

Chairman Johnson reported on the Motions from '89 CRC.

1. Carried
2. "tear off" is published in alternate months in INSIGHTS
3. on going
4. withdrawn
5. defeated
6. must be checked on membership invoice or else you get the S/I.
7. Steve Comstock will follow up
8. Carried
9. Regional motion, carried.
10. Carried.
11. Regional Chairman to follow up
12. Demand not sufficient at present, committee set up to examine
13. motion carried to next year
14. did not work out
15. presented to Regions Council - looks like a 'go'
16. defeated - bulk discounts are available
17. done
18. carry on- bring photograph of chapter charter, banners
    and copy of Charter for archives display
19. carried.

10. MINUTES OF CRC '89

On Motion by Ottawa Valley, seconded by La Ville de Quebec,
the Minutes of the 1989 CRC were adopted as distributed.
CARRIED.

11. 1991 CRC

On Motion by the Windsor Chapter duly seconded, it was
moved

THAT the Windsor Chapter host the 1991 CRC August 21 to 23,
and that the assessment be $4.50 per chapter member.

Full registration approximate cost to be $165.00 for
member and $220.00 for member & companion. See Appendix C.
CARRIED.

12. TECHNICAL TOUR

On Friday, August 24, 1990, 7:30 a.m. to 10:30 a.m.
attendees were invited to a technical tour at Circul-Aire;
subject discussed; Manufacturing of IAQ Equipment.

Appendix D details the agenda of the tour.
13. **PRESIDENTIAL LUNCHEON**

Attendees and companions attended the Presidential Luncheon at 12:15, Friday, August 24, 1990 at Le Chateau Champlain.

President/Elect Don Rich delivered the Presidential Address from President Damon Gowan entitled "Professional development through Participation".

14. **SECOND BUSINESS SESSION**

Chairman Johnson opened the second business session at 2:00 p.m. on Friday, August 24, 1990. It was held in Salon Viger A&B, Le Chateau Champlain.

15. **MOTIONS AND ACTION ITEMS**

1) On motion by the Hamilton Chapter and duly seconded by Toronto Chapter, it was moved:

**THAT** the Minutes of the CRC be forwarded to Headquarters in Atlanta within sixty days from the conclusion of the CRC and that Headquarters will forward the final minutes to the CRC delegates within ninety days of receipt.

**CARRIED.**

2) On Motion by Hamilton Chapter and duly seconded by Windsor Chapter it was moved:

**THAT** the Regional Historian assemble and distribute in manual form, historical Region 2 information encompassing:

1) active regional motions (from past CRC Minutes)
2) regional awardees
3) CRC financial reports
4) Canadian Research Projects & chapter annual contributions
5) other key Region 2 information

**to be issued to each Region 2 Chapter CRC Action Committee in the month of January following the fall CRC.**

**CARRIED.**

**RECOMMENDATION**

A recommendation was made by Hamilton Chapter that the Regional Chairman bring to the CRC, the Minutes book containing the minutes of previous CRCs and also the financial statements from previous CRCs.
16. **WORKSHOPS**

On Friday, August 24 and Saturday, August 25, 1990, various workshops were held.

17. **THIRD BUSINESS SESSION**

On August 25, 1990 at 12:15 p.m. the members convened for the Third Business Session.

Motions and Actions items continued at this time.

**MOTIONS: continued...**

3) On motion by Toronto Chapter and seconded by Ottawa Valley Chapter it was moved:

THAT the Society Adhoc Centennial 1994 Committee advise the regions as to what will be expected of the chapters and regions in the 1994 Centennial year so that proper planning and budgeting can be done. **CARRIED.**

4) On motion by Ottawa Valley Chapter and seconded by Toronto Chapter, it was moved:

THAT the Society President consider awarding PAOE points for the historical activities in the Chapters. **CARRIED.**

5) On motion by the Montreal Chapter and seconded by Quebec Chapter, it was moved:

THAT Society consider at least one program session in French at the Society Winter and Summer meetings. **CARRIED.**

6) On motion by the La Ville de Quebec Chapter and seconded by Montreal Chapter, it was moved:

THAT the French Membership application form be re-introduced for those requiring French and that this membership application be handled in the same time frame as the current English one. **CARRIED.**

18. **GENERAL DISCUSSION**

Gary Scott, Vice-Chairman Research Promotion thanked the campaign volunteers for the excellent results from last year. The Region 2 goal for 1990-91 is set at $94,050.

Simon Jol, Chairman, Energy and Technical Affairs, announced the winners of the Region 2 Energy Awards.
19. **TRAVELLING MEATBALL AWARD**

Chairman Johnson advised this year's award was won by New Brunswick-PEI. Chapter. This award is presented to the Chapter which accumulates the most delegates x Miles (KM) travelled coming to the current CRC.

20. **CLOSING REMARKS**

Chairman Johnson thanked the attendees at the meeting for coming to the Montreal meeting and participating in the Conference.

President-Elect Don Rich thanked the Montreal Chapter for hosting this excellent CRC.

21. **ADJOURNMENT**

The meeting was adjourned at 12:45 p.m. on motion of Byron Landry of the Ottawa Valley Chapter and seconded by Gary Fahie. CARRIED.
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<td>Norman Johnson</td>
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<td>Don Rich</td>
<td>Syracuse, N.Y.</td>
<td>Society Pres./Elect</td>
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<td>Billy Manning</td>
<td>Birmingham, Ala.</td>
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<td>Norman Nathan</td>
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<td>Gen. Chairman, C.R.C.</td>
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<td>Ch. Honours &amp; Awards</td>
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<td>Paul R. Conrad</td>
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<td>Dalton McIntyre</td>
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<td>Simon Jol</td>
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<td>George E. Menzies</td>
<td>Hamilton</td>
<td>Member, Nominating Com.</td>
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# ATTENDANCE

**EVENT:** SECOND BUSINESS SESSION, Friday August 24, 1990 2:00 p.m.

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Second Business Session, Friday, August 24, 1990 2:00 p.m.

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**MONTREAL, QUEBEC**

**EVENT:** THIRD BUSINESS SESSION, Sat. August 25, 1990 12:30 p.m.

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**MONTREAL, Quebec**

**EVENT:** EXECUTIVE SESSION  
**DATE:** Friday, August 24, 1990

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At the second part of the Executive Committee Meeting all the above except Bob Morris were present.
## ATTENDANCE

**RESEARCH PROMOTION**

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**Research Promotion**

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## ENERGY & TECHNICAL ACTIVITIES

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<td>London</td>
<td>V.C. EA</td>
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<td>Halifax</td>
<td>E.A. Com.</td>
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<td>Frank Vaculik</td>
<td>Ottawa</td>
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<tr>
<td>Greg Dufour</td>
<td>Windsor</td>
<td>Delegate</td>
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<td>Dalt. McIntyre</td>
<td>Ottawa</td>
<td>E.A. co-Chairman</td>
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<tr>
<td>Ray Savickas</td>
<td>Hamilton</td>
<td>Alternate</td>
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ATTENDA

HISTORICAL COMMITTEE

NAME

Real LaBrosse          Mon
Jean Luc Morin        La
John Fox              Tor
G.E. MEnzies          Ham
C. Thompson           Tor
Paul Conrad           Hal
Steve Comstock        Atl
Rod Collins           Mon
Byron Landry          Ott
Billy R. Manning      Bir
Owen Glendon          Lon
John Reid             Lon
Guy Poulin            Que

MEMBERSHIP WORKSHOP    Augus

Michel Robert          Mon
Paul Aucoin           Hal
Pierre Guillemette    La
Frank Frabotta        Win
Yves trudel           La
Billy R. Manning      Bir
Byron Landry          Ott
Ray Bates             Ham
Ray Savickas          Ham
Eric Pay              Tor
Owen Glendon          Lon
Robert Kerr           Mis

MEMBERSHIP WORKSHOP    Augus

John Dugan            Tor
Irwin MacDonald        New
Chris Frauley         Ott
France Renaud         Sag
Regional Chairman's message to 1990 C.R.C. Montreal.

This is the start of my third and final year as your Regional Chairman. To say the least it has been an experience I shall not soon be forget. I was certainly not prepared for the Office, but I must say I enjoyed every minute, some more than others. I have met many friendly and interesting people and I know I have made many new friends.

Region II has experienced some highs and some lows. But I am pleased to say the pluses far outnumber the negatives.

Just when I was about to give up and pull the Charter from the Mississauga Chapter, they regrouped and became serious about ASHRAE and I am pleased to report, are well on their way to becoming a strong viable Chapter. I will be watching their progress very closely.

Even with the downswing in our economy, we have realized two very successful years in Research Promotion. This year not quite as good as last, but still very acceptable. Last year's performance would have been difficult to match. This being V.C. Gary Scott's first year, he is to be commended on the fine performance. Next year will be better still. Gary will further report to you later.
Membership Promotion was also down 2.1% across the Region, not bad, with some Chapters led by Ville De Quebec up 6.1%, London up 5.1% and Saguenay Lac St. Jean up 2.9%. All others could improve on their performance, especially Toronto, who was down at 6.4%. With the position as V.C. being filled by a brand new man - John Dugan - you can expect to hear from John and work with him to improve your position this coming year. More to come from John later.

My theme when I assumed this position was "Communication and Co-operation". I think I am seeing some improvement, but there is still a long way to go.

I wrote each Chapter requesting a short report, on your past years activities, so as I could compile a regional focus for "Insights". I attached a photocopy of a letter received from Atlanta and asked for a reply by June 20; my letter went out May 18th. I would assume that was plenty of time to have a report prepared. I received three from Windsor, Hamilton and Toronto. Not a very good response. The other eight I had to refer to last years Chapters C.R.C. Reports and try to get enough information about your Chapters. Not what I would call good co-operation. As I recall the same thing happened last year.
I note that only one Chapter received a PAOE Award, that does not surprise me as very few report to me or to Atlanta. Two Chapters have not held any meetings last year. I have not received their Minutes, nor has Atlanta. How then can you expect points from meeting attendance when we don't know. A blank cover sheet was sent to all Chapters, to be completed, attached to the Minutes of your Meeting and forwarded to myself and Headquarters. That information is then compiled and shows up on your PAOE totals. Region II had the second lowest points of the 12 Regions. I can sympathise with a Chapter such as Saguenay Lac St. Jean and could understand it if they were low in points. They do have a language difference and are a fairly new Chapter, but how do you account for Chapters such as Hamilton and Toronto who are well below their potential. I do like what I see in the new Officers and Board of these Chapters and I know they will have a much better showing next year.

Ladies and gentlemen, we have a long way to go and I know that we as Canadians and professional people are very proud and we will show a greatly improved performance and attitude this coming year. In closing I wish to thank the Regional Vice Chairmen and the Historian for the many hours of their time spent for the betterment of ASHRAE and our profession. I also thank Norm Nathan and his entire
Committee for the countless hours and dedication extended on behalf of Region II in providing us with the facilities, and programs for this C.R.C.

Thank you.

Norman W. Johnson
Director and Regional Chairman II

Reply to: JOHNSON PATERSON INC.
210 Denison Street
Markham, Ontario, Canada
L3R 1B6
Tel 416-479-4004
FAX 416-475-3049
# C.R.C. REGION II AGENDA

**Membres / Members**  
*Programme pour les hommes / Men's program*

| Mer. / Wed. 22 - 8 - 90 |  |
|-------------------------|  |
| 19-22h                  | (Lower Lobby) |
| 20-22h                  | (Hosp. Suite) |
|                         | INSCRIPTION / REGISTRATION |
|                         | Cocktail |

| Jeudi / Thurs. 23 - 8 - 90 |  |
|---------------------------|  |
| 7-17h                     | (Lower Lobby) |
| 7-8h                      | (Viger A,B) |
| 8-10h                     | (Viger A,B) |
| 10-12h                    | (Viger A,B) |
| 12-13:30h                 | (Huronie A,B) |
| 13:30-16h                 | (Viger A,B) |
| 16-18h                    | (Viger A,B) |
| 18-20h                    | (Viger A,B) |
| 20h-23h                   |  |
|                         | INSCRIPTION / REGISTRATION |
|                         | Petit dejeuner precaucus / Breakfast precaucus |
|                         | Reunion caucus cong / Caucus meeting del/alt |
|                         | Session d'affaires I / Business session I |
|                         | Dejeuner d'affaires II / Business lunch |
|                         | Session d'affaires II / Business session II |
|                         | Sess. d'executive cong / Executive sess. del/alt |
|                         | Libre / Free |
|                         | Chambre d'hospitalité / Hospitality suite |

| Ven. / Fri. 24 - 8 - 90 |  |
|------------------------|  |
| 7:30-17h               | (Lower Lobby) |
| 7:30-10:30             | (Lower Lobby) |
| 10:30-12:00            | (Viger A,B,C) |
| 12:15-14:00            | (Caf. conc.) |
| 14:15-16:15            | (Huronie A,B & Terrasse 1) |
| 16:15-18:00            |  |
| 18:00-19:00            | (Foyer) |
| 19:00-22:15            | (Caf. conc.) |
|                         | INSCRIPTION / REGISTRATION |
|                         | Visite industrielle / Technical tour |
|                         | Session d'executive / Executive session |
|                         | Dejeuner président / President lunch |
|                         | Ateliers techniques / Workshops |
|                         | Libre / Free |
|                         | Conference de press / Press room (V.I.P.) |
|                         | Diner spectacle / Dinner show |

| Samedi / Sat. 25 - 8 - 90 |  |
|---------------------------|  |
| 7-12h                     | (Lobby) |
| 7-8h                      | (Habitation A,B) |
| 8:15-12h                  | (T.B.A.) |
| 2-13h                     |  |
| 13-15h                    | (Viger A,B) |
|                         | INSCRIPTION / REGISTRATION |
|                         | Recherches Canada / Research Canada |
|                         | Ateliers techniques / Workshops |
|                         | Dejeuner libre / Lunch on your own |
|                         | Session d'affaires III / Business session III |
# ASHRAE - REGION II ERC 90

## FINAL FINANCIAL REPORT

### REVENUE

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**Total** | 127,185 | 100.00i | 25,946 | 63.77i

**EXCESS (DEFICIT)** | $168.47

By Magdi Assaad, eng.

Treasurer CRC 90
**Proposed events (to be finalized yet):**

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<th>Day</th>
<th>Events</th>
<th>Number of participants (projected)</th>
<th>Total projected</th>
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<td>Day 1</td>
<td>11 am to 6 pm: Registration ..........$25</td>
<td>fully reg'd members &amp; spouses +30</td>
<td>85</td>
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<td>6 pm to 8 pm: Host Cocktail (open bar) ......$30</td>
<td>fully reg'd members &amp; spouses</td>
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<td>Day 2</td>
<td>9 am to noon: Workshops .................$10</td>
<td>fully reg'd members + 10</td>
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<td>Noon to 1 pm: Lunch ....................$30</td>
<td>fully reg'd members &amp; spouses + 15</td>
<td>70</td>
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<td>1 pm to 5 pm: Workshops ..................$10</td>
<td>fully reg'd members + 10</td>
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<td>7 pm to 11 pm: Solice a Paris ............$75</td>
<td>fully reg'd members &amp; spouses + 95</td>
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<td>Day 3</td>
<td>9 am to noon: Workshops .................$10</td>
<td>fully reg'd members + 10</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Noon to 2 pm: President's lunch &amp; regional awards distribution and technical seminar &amp; closing.....$40</td>
<td>fully reg'd members &amp; spouses + 45</td>
<td>100</td>
</tr>
</tbody>
</table>

**Full registration fees:**

- Member (includes all above) ............$180 (40 participants expected)
- Spouse (includes all above except workshops) $150 (15 participants expected)
- Late Registration (after July 15, 1990) .....$30
### Revenue

<table>
<thead>
<tr>
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<th>Amount</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Full registration (member)</td>
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<td>180</td>
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<td>Workshops</td>
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<td>Lunch (Thursday)</td>
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<tr>
<td>Soiree a Paris</td>
<td>95 @ $75</td>
<td>7125</td>
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<td>45 @ $40</td>
<td>1800</td>
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<tr>
<td>Reimbursement by Society ( $1500 US)</td>
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<td>Tours &amp; social events</td>
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<td>Table top display (4 @ $250)</td>
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<td>Assessments from chapters: ( 5 per member)</td>
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<tr>
<td>Quebec (90)</td>
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<td>Moncton (70)</td>
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<td>Toronto (150)</td>
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<td>Ottawa (150)</td>
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<td>Halifax (70)</td>
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<td>Montreal (330)</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td></td>
<td><strong>$ 25030</strong></td>
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### Expenses

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<td>Secretarial &amp; Labor</td>
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<td>Postage (300 @ $0.39)</td>
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<td>Coffee &amp; refreshment</td>
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<td>Host cock-tail (Wed)</td>
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<td>Telephone &amp; message center</td>
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<td>Tours &amp; special events</td>
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<td><strong>Total Expenses</strong></td>
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</tbody>
</table>
ASHRAE - C.R.C. '90

TECHNICAL TOUR

Friday, August 24th, 1990 (7:30 - 10:30 a.m.)

LOCATION: CIRCUL-AIRE

SUBJECT: Manufacturing of IAQ Equipment

In the fall of 1989, ASHRAE published a new ventilation guide to ensure Indoor Air Quality.

For more than 25 years, Circul-Aire has been a recognized leader in the manufacturing of chemical media and indoor air purifiers.

AGENDA

7:30 a.m. Château Champlain (lower lobby)
Bus Departure

Arrival at Circul-Aire
Light Breakfast

Introduction to Circul-Aire
Slide Show Presentation

Chemical Media and Equipment Manufacturing

Laboratory Visit

10:00 a.m. Departure

10:30 a.m. Arrival at Château Champlain
ASHRAE - C.R.C. '90

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Light Breakfast

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Slide Show Presentation

Chemical Media and Equipment Manufacturing

Laboratory Visit

10:00 a.m.  Departure

10:30 a.m.  Arrival at Château Champlain
HISTORICAL WORKSHOP REGION 2

Region 2 CRC Hotel Chateau Champlain, Montreal, Que. Aug. 24, 1990

Attendees:

Jean Luc Morin Chapter Historian  La Ville de Quebec
Real LaBrosse " " Montreal
George Menzies " " Hamilton
John Fox Society Hist. Com.  Toronto
Cliff Thompson Region 2 Historian  Toronto
Paul Conrad Chapter Historian  Halifax
Steve Comstock ASHRAE staff  Atlanta
Rod Collins  
Byron Landry Society V/P  Moncton N.B.
Billy Manning  
John Reid  
Guy Poulin  London

- Call to order by Chairman Cliff Thompson at 3:00 p.m.
- Chairman Thompson appointed G. Menzies as recording secretary.
- The workshop minutes of the prior CRC held in Moncton were reviewed and accepted.
- The Historians' manual which was distributed to all chapters was reviewed. All agreed it was an excellent format to follow.
- No submissions for the Gold Ribbon Award were received. J. Fox reported that the Toronto Chapter's history was done for the 60th anniversary, nothing since. Jean and Real from Quebec and Montreal offered to assemble their chapters' history by next CRC in Windsor.
- Centennial '94 -- After lengthy discussions about the chapters' format for centennial year, it was agreed to prepare a formal motion for the CRC "that the Society's Ad hoc Centennial '94 committee advise the regions as to what will be expected of the Chapters and regions in the 1994 Centennial year so that proper planning and budgeting can be done.

Under new business, Chairman Thompson advised that he will update the list of Region 2 Historians and in his next newsletter will ask chapters to prepare their histories.

Concerning the preparation of a Regional Manual listing active regional motions as well as other information, G. Menzies and Cliff Thompson agreed to review as many old Region 2 minutes and list all the pertinent information. Jean Luc Morin offered to copy any missing minutes of CRCs as the chapter has an extensive file of old minutes.

In closing, Real LaBrosse of the (host) Montreal Chapter was asked to contact Mort Sloane also of the host chapter now that Mort has been appointed to the Society Historical Committee.

Workshop adjourned at 4:45 p.m. and was repeated on Saturday August 25 to enable broader chapter participation.

C. Thompson, Region 2 Historian  
G. E. Menzies, Rec. Sec.
ASHRAE - C.R.C. '90

VISITE INDUSTRIELLE

Vendredi, le 24 août 1990 (7:30 - 10:30 a.m.)

ENDROIT: CIRCUL-AIRE

SUJET: Fabrication de l'équipement IAQ

À l'automne 1989, ASHRAE a publié un nouveau guide pour assurer la qualité de l'air.

Depuis plus de 25 ans, Circul-Aire est reconnu comme chef de file dans la fabrication de média chimique et de purificateurs d'air.

AGENDA

7:30 a.m. Château Champlain
Départ en autobus

Arrivée chez Circul-Aire
Léger déjeuner

Introduction à Circul-Aire
Présentation sur diapositive

Fabrication du média chimique et de l'équipement
Visite du laboratoire

10:00 a.m. Départ

10:30 a.m. Arrivée au Château Champlain
**C.R.C. REGION II AGENDA**

*Programme companion / Companion’s Program*

| Mer. / Wed. 22 - 8 - 90 | INSCRIPTION / REGISTRATION  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>19-22h (Lower Lobby)</td>
<td>Cocktail</td>
</tr>
<tr>
<td>20-22h (Hosp. Suite)</td>
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</table>

| Jeudi / Thurs. 23 - 8 - 90 | VISITE DES LAURENTIDES / TOUR OF “LES LAURENTIDES”  
|---------------------------|---------------------------------------------------|
| 9:30h (Lower Lobby)       | • Croisière sur le lac des Sables.  
| 10-18h                    | Boat ride on Lake des Sables.                   |
|                           | • Repas à l’auberge du Mont Gabriel.  
|                           | Lunch at l’auberge du Mont Gabriel.            |
|                           | • Visite de St. Sauveur-des-Monts.  
|                           | Tour of St. Sauveur-des-Monts.                |
| 18-20h                    | Libre / Free                                 |
| 20-23h                    | Chambre d'hospitalité / Hospitality suite      |

| Ven. / Fri. 24 - 8 - 90 | INSCRIPTION / REGISTRATION  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-17h</td>
<td>Libre / Free</td>
</tr>
<tr>
<td>8:30-10h</td>
<td>Dejeuner président / President lunch</td>
</tr>
</tbody>
</table>
| 12:15-13:30 (Caf. conc.)| VISITE PITTORESQUES & HISTORIQUES (en anglais)  
| 13:30h (Lobby)          | PICTURESQUE & HISTORIC VISITS (in english)      |
| 14-17:30h               | • Le vieux Montréal / Old Montreal  
|                         | • La basilique Notre Dame / Notre Dame Basilica|
|                         | • L’île Ste. Hélène & l’île Notre Dame        |
|                         | • La montagne du Montréal / Mont Royal Park    |
|                         | • Le village olympique / Olympic Village      |
| 18-19h                  | Libre / Free                               |
| 19-22:15h (Caf. conc.)  | Diner spectacle / Dinner show                |

<table>
<thead>
<tr>
<th>Samedi / Sat. 25 - 8 - 90</th>
<th>Libre / Free</th>
</tr>
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</table>
PRELIMINARY

BUDGET

REPORT

CRC - Montreal - 1990

Presented to: Norm Johnson
             Regional Director
             CRC - Moncton, New Brunswick

Presented by: Norman Nathan
              CRC - Chairman - 1990
              Montreal, Quebec
Mr. Chairman:

It is with great pleasure and honor that Montreal will be hosting the 1990 Chapter's Regional Conference.

Several activities have been planned for this effect. Traditionally, Montreal has always had a large participation at CRC's and it is hoped that tradition will repeat itself in 1990.

We expect a large turnout at the workshops by the Montreal Chapter and an incentive program will be sent out to the various chapters in order to ascertain full participation at the workshops by other chapters. Montreal, being a focal point could result in a decrease in chapter expenses to send their representatives to the workshops.

An extremely "posh" entertainment night is in the final stages of planning. This "Soirée de Paris" will involve a high caliber of entertainment supplied by the "French Can Can" girls! We are bent on making this night one that each delegate and alternate as well as staff from Society and Regions Council will remember.

We have enclose "preliminary" details of this event which will be modified but which we hope will nevertheless meet with your approval.

On behalf of the Board of Governors,

[Signature]

Norman Nathan
CRC - 1990, Chairman
### Proposed events (to be finalized yet):

| Day #1 | 11 am to 6 pm: Registration | $25 | fully reg'd members & spouses +30 | 85 |
| Day #2 | 9 am to noon: Workshops | $10 | fully reg'd members + 10 | 50 |
|        | Noon to 1 pm: Lunch | $30 | fully reg'd members & spouses + 15 | 70 |
|        | 1 pm to 5 pm: Workshops | $10 | fully reg'd members + 15 | 50 |
|        | 7 pm to 11 pm: Soirée a Paris | $75 | fully reg'd members & spouses + 95 | 150 |

### Day #3

| 9 am to noon: Workshops | $10 | fully reg'd members + 10 | 50 |
| Noon to 2 pm: President's lunch & regional awards distribution and technical seminar & closing | $40 | fully reg'd members & spouses + 45 | 100 |

### Full registration fees:

- Member (includes all above) | $180 (40 participants expected)
- Spouse (includes all above except workshops) | $150 (15 participants expected)
- Late Registration (after July 15, 1990) | $30
## Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
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<tbody>
<tr>
<td>Full registration (member)</td>
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<td>$2250</td>
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<tr>
<td>Late registration</td>
<td>6</td>
<td>$30</td>
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<tr>
<td>Partial registration</td>
<td>20</td>
<td>$25</td>
<td>$500</td>
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<td>Workshops</td>
<td>20</td>
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<tr>
<td>Lunch (Thursday)</td>
<td>15</td>
<td>$30</td>
<td>$450</td>
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<tr>
<td>Soiree a Paris</td>
<td>95</td>
<td>$75</td>
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<td>$300</td>
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<td>Sponsors (6 @ $300)</td>
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<th>Assessments from chapters: (5 per member)</th>
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<tbody>
<tr>
<td>Quebec (50)</td>
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<tr>
<td>Toronto (70)</td>
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<tr>
<td>London (50)</td>
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<td>Ottawa (150)</td>
</tr>
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<td>Hamilton (100)</td>
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<td>Windsor (25)</td>
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<tr>
<td>Lac St Jean (10)</td>
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<tr>
<td>Halifax (70)</td>
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<tr>
<td>Montreal (330)</td>
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**Total Revenue** $29030

## Expenses

### Publicity
- Printing ........................................... $1400
- Photography ....................................... $400
- Secretarial & Labor ................................ $1200
- Postage (300 @ $0.39) ................................ $120
- Advertising ......................................... $500

### Program
- Speakers ........................................... $1400
- Speaker's expenses ................................. $800
- Rental (AV, Typewriters, etc) ..................... $400
- Meeting rooms ..................................... $900
- Awards ............................................. $400

### Social
- Coffee & refreshment ............................. $800
- Hospitality room ................................ $1000
- Host Cochrane (Wed) .............................. $1100
- Lunch (Thursday) ................................ $1750
- Soiree a Paris ................................... $3000
- President's lunch ................................ $2500
- Flowers & decorations ............................ $460
- Telephone & message center ...................... $600
- Tours & special events ............................ $2200

### General
- Transportation .................................... $600
- Committee expenses ............................... $800
- Registration material ............................ $700

**Total Expenses** $29030
## FINAL FINANCIAL REPORT

### REVENUE

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<th>Item</th>
<th>MAXIMUM</th>
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<td>7400</td>
<td>19.02%</td>
<td>7030</td>
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<td>R2 FULL REGISTRATION (COMPANION)</td>
<td>2175</td>
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<td>3.86%</td>
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<td>2850</td>
<td>7.33%</td>
<td>660</td>
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<td>R7 SOIREE A PARIS</td>
<td>13050</td>
<td>33.54%</td>
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<td>R8 SPONSORS</td>
<td>3500</td>
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<td>45.80%</td>
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<td>5500</td>
<td>15.17%</td>
<td>6213</td>
<td>105.41%</td>
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<td>R10 SOCIETY CONTRIBUTION</td>
<td>1800</td>
<td>4.63%</td>
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TOTAL | $38,905 | 100.00% | $25,114 | 67.12% |

### EXPENSES

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<td>E3 SECRETARIAL</td>
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<td>E16 PRESIDENT LUNCH</td>
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</tr>
<tr>
<td>E18 FLOWERS &amp; DECORATION</td>
<td>460</td>
<td>1.24%</td>
<td>0.00%</td>
</tr>
<tr>
<td>E19 TELEPHONE</td>
<td>600</td>
<td>1.61%</td>
<td>299.57</td>
</tr>
<tr>
<td>E20 TOURS (VOLUNTEERS)</td>
<td>600</td>
<td>1.61%</td>
<td>1316.61</td>
</tr>
<tr>
<td>E21 TRANSPORTATION</td>
<td>600</td>
<td>1.61%</td>
<td>1314.10</td>
</tr>
<tr>
<td>E22 COMM. EXPENSES</td>
<td>1000</td>
<td>2.69%</td>
<td>1314.10</td>
</tr>
<tr>
<td>E23 REGISTRATION MATERIAL</td>
<td>850</td>
<td>2.29%</td>
<td>937.52</td>
</tr>
<tr>
<td>E24 MISCELLANEOUS</td>
<td>500</td>
<td>1.34%</td>
<td>276.80</td>
</tr>
</tbody>
</table>

TOTAL | $37,185 | 100.00% | $25,946 | 69.77% |

### EXCESS (DEFICIT)

<table>
<thead>
<tr>
<th>Item</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXCESS (DEFICIT)</td>
<td>$168.47</td>
</tr>
</tbody>
</table>

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By Magdi Assaad, eng.
Treasurer CRC 90