REGION 2
CRC 2015 MINUTES

HAMILTON, ONTARIO, CANADA

at

SHERATON HAMILTON HOTEL
JACKSON SQUARE
116 KING STREET WEST
HAMILTON
ONTARIO, CANADA

Friday August 21, 2015 to Sunday August 23, 2015

Host: Hamilton Chapter #037

APPROVED
Aug 26/2016
(at CRC 2016)
**Action Items from the CRC 2015**

<table>
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<th>Action Item</th>
<th>Description</th>
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<th>Timeline</th>
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<tr>
<td>1</td>
<td>Regional newsletter to be prepared (approx every 2 months) to improve communication to chapters.</td>
<td>ARC Ibrahem Semhat</td>
<td>Ongoing – very 2 to 3 months</td>
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<td>2</td>
<td>Regional manual to be completed and posted to web site.</td>
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<td>3</td>
<td>A Regional speakers list to be prepared and added to Regional web site.</td>
<td>RVC CTTC Chris Fudge</td>
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<td>4</td>
<td>NB/PEI review the 206 CRC Budget to maintain the same registration rates as the Hamilton CRC</td>
<td>NB/PEI Sharlene Innes</td>
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ORIENTATION SESSION – Friday Aug 21, 2015 8:33am

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<td>James Scudamore</td>
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<td>MP Chair</td>
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<td>Luis Krowske</td>
<td>Hamilton</td>
<td>Host</td>
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Doug Cochrane, DRC, welcomed everyone to Hamilton and the 57th ASHRAE Region 2 Orientation Session at 8:33am on Fri Aug 21, 2015. Doug called on Dave Rasmussen, CRC 2015 Chair. Dave welcomed every to “Steel Town” and indicated a printing error on the tickets - the Welcome Party is on Saturday at Tim Hortons’ Field.

Doug then welcomed and introduced the Society Guests: Jim Vallort Society Vice President; Pat Graef Society Vice President and past chair of Society Rules Committee; and Jeff Littleton, Society Executive Vice President who had not yet arrived but was expected at business session in afternoon.

Doug asked that all cell phones be turned off – if one rings then $50 to ASHRAE Research and if you answer then $100 to ASHRAE Research.

Doug then ask that each of those in attendance then introduced themselves, their position, and one or 2 things that others might not know about themselves (each in attendance then introduced themselves).

Doug Cochrane, DRC, then reviewed the voting process - Delegates to vote on any motions with Alternate filling in if required so that each chapter gets one vote.

Doug then asked to appoint Tom Pollard as the CRC Secretary – Moved by: Hamilton-John Molnar, 2nd by: Quebec-Jonathanath Vigneault - approved by all Delegates (9/0/0).

Doug reviewed the CRC Agenda - Moved by: Hamilton-John Molnar, 2nd by: Toronto-Alan Porter - approved by all Delegates (9/0/0).

Next Doug reviewed the roll-off dates for Regional and Society positions to ensure these are spread out over 3 years. Doug explained that the GGAC term will be adjusted to 3-year term. The other RVC positions do not require any changes to their current terms. If a RVC position requires a temporary fill-in person, then this would only be required to the end of the term to keep the same number of new positions that are needed to be replaced each year.

Doug advised everyone to attend all the business sessions and then to complete the travel vouchers if required to get reimbursed.

Doug indicated Isabelle Lavoie was not able to attend this CRC due to a ill father. Doug also indicated Kirk Mescher, Society Board Member had past away after complications due to heart surgery. Our thoughts and prayers are for these families.

Doug reviewed the Nomination Worksheet that will be completed during the Caucus session. There is also the opportunity to present names for Society Committees and Honours & Awards. Doug reminded those that items to be discussed during Caucus should remain in Caucus. Names to be brought forward should have already been confirmed that they are willing to serve at the position.
Doug Cochrane, DRC, then asked to adjourned to allow the Caucus Session for Delegates and Alternates to begin (the Caucus group remained in the main meeting room with the Regional meeting in the adjoining room) – Moved by: London-Jordan Foster, 2nd by: Hamilton-John Molnar- approved by all Delegates (9/0/0).

THE ORIENTATION SESSION THEN ADJOURNED AT 9:21AM
TO ALLOW FOR THE FIRST CAUCUS SESSION.

A TECHNICAL TOUR OF
FIRST ONTARIO CENTRE CHILLER ROOM
WAS OFFERED TO THOSE NOT IN CAUCUS OR THE REGIONAL MEETING

MINUTES OF THE REGION 2 PLANNING MEETING – Friday Aug 21, 2015 9:35am
Attended by DRC, ARC, RVC’s

Award presentations to be defined and winners given to Ibrahim Semhat so that slides can be prepared and updated before the luncheon. Ibrahim Semhat will show award on screen and describe each. The RVC can then add more information and present the award if they are in attendance. Society people will be asked to hand out the PAOE awards.

Regional events have included Halifax 50th anniversary was noted in Insights. Also Halifax is doing an HVAC design course in 2016 that should be mentioned at each chapter once dates are set.

Chapter visits reviewed and preliminary assigned so that each chapter get at least 2 visits by the RVC’s. Additional visits may be necessary for chapter holding special events or those that need help. Doug to visit NB/PEI and to also include as a CRC planning meeting. If travel by RVC can arrange and visit 2 chapters back-to-back using one travel voucher, then would be counted as one visit so might be able to visit a few more chapters if planned properly. Maximum 18 visits for Region 2 travel are reimbursed by Society. Summer planning will have one attendee from each chapter that may need to have fly in/fly out which are also needed to be allowed. RVC should ensure that chapter prepare for their visits to ensure they can at chapter meeting and also meet with others (companies, officials, related associations).

Regional newsletter to be prepared and issued to improve communication and maybe created some competition between chapters.

Regional Manual has a draft prepared and issued to the RVC’s to review and advise of any changes. Regional Manual to be presented on Sunday to Delegates for comments. Regional Manual has items about how regional funds are to be used and what is expected of RVC’s

Leaders program discussed to allow someone from the region attend the Society meetings to learn more about ASHRAE and how to get involved. Leaders program has some expenses covered but the Region fund may also be asked to contribute or a Society travel voucher used.

Toronto may have the Society annual meeting in 2022 which is also the year for hosting Region 2 CRC. Toronto may ask London to switch so that both do not occur in the same year.

Regional Web site to ensure that regional award winners are also listed.

WORKING LUNCH – Friday Aug 21, 2015 12:15pm
Jeff Littleton, Society Vice President had arrived and was welcomed and introduce by Doug Cochrane, DRC
Doug Cochrane, DRC called upon Jim Vallort, Society Vice President to present the 2015-16 Presidential Theme: Making Connections as chosen by Society President David Underwood.

MINUTES OF THE FIRST BUSINESS SESSION – Friday Aug 21, 2015  1:00pm

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Doug Cochrane, DRC, opened the 1st Business Session at 1:00pm on Fri Aug 21, 2015 by welcoming back everyone.

APPROVAL OF 2014 CRC MINUTES
Doug Cochrane, DRC, called for approval of the minutes from 2014 CRC held by the London Chapter in Grand Bend, Ontario. Moved by Ottawa - George Maamari, 2nd by Montreal - JG Joannette. All voted in favour of the motion and the 2014 CRC Minutes were approved (9/0/0)

Doug Cochrane, DRC, reported on the status of 2014 motions that have been forwarded to Society

{refer to Appendix B – Motion Status}.

Doug advised that motions that have been defeated by Society could be resubmitted with new wording if Delegates feel this is necessary.

Doug Cochrane, DRC, then read the motions that had already been submitted for this CRC so that Delegates and Alternates could review. Three motions were presented and deferred for discussion and voting at this time so as to allow discussion with other motions at a later business session. Doug asked that any new motions to be prepared and forward to Ibraham Semhat, ARC so that can be prepared for presentation to the CRC.

Doug Cochrane, DRC, called on NB/PEI to present the CRC 2016 budget.

{refer to Appendix E}

A phone conference call was set up to allow Dan Boudreau CRC 2016 General Chair to be involved as Dan was able to travel to this CRC. Discussion regarding rates – initially set at $425 full; $325 for partial with 1 night; $200 for companion, $170 per night for rooms. Most chapters may require 3 nights accommodation for Delegate & Alternate due to flights into Moncton airport along with 2 nights for Partial attendees. Recent CRC’s have been starting early on Friday mornings so additional meeting and morning breaks have added to CRC costs. The number of chapter assessed members was also adjusted to reflect the chapter reports. After discussion the partial rates and Companion rates revised to $300 & $150. Costs associated with A/V could be reduced with chapter members supply of equipment for workshops. A separate YEA workshop room to also be allowed.

SOCIETY OFFICER’S REPORT
Doug Cochrane, DRC, called upon Pat Greaf, Society VP, for the report from Society Officer’s Report

{refer to Appendix I – Society Report}.

Pat discussed ASHRAE’s Strategic Plan which centres around Connect/Educate/Extend/Adapt. ASHRAE wants to grow globally. New alliances and collaborations have been started. New scholarships are available at Society. Several new publications have been issued including Standard 188 Legionellois: Risk Management for Building Water Systems.
Certifications by members are over 2000. Centralized Training may be effecting CRC attendance – to be reviewed with respect to RP, MP, SA to see if return to CRC’s by an adhoc committee. ASHRAE want to respect volunteer time.

**SOCIETY STAFF REPORT**
Doug Cochrane, DRC, called upon Jeff Littleton, Society Executive Vice President for Society Staff Report {refer to Appendix J}.

ASHRAE headquarters have 118 staff to assist everyone that belongs to ASHRAE. Jeff thanks everyone for all the volunteer work that they do. ASHRAE is a $28million organization that is recognized worldwide. Revenue for ASHRAE comes from dues, AHR Expo, advertising, and publication sales. ASHRAE has a new centralized marking team and can assist chapters. A new PAOE system was updated on July 1, 2015 on the web site.

**ASHRAE RESEARCH CANADA**
Doug Cochrane, DRC, called upon Darryl Boyce to discuss ASHRAE Research Canada which is a separate organization to fulfill government regulations for research distributions in Canada. The Region 2 Delegates and other Western Canada Members (14 members) will have a meeting and conference call in the fall for the annual meeting and report that is required.

Doug Cochrane, DRC, that indicated a 15 minute break would be taken before the chapter reports.
{the business session reconvened at 3:20pm}

**CHAPTER REPORTS**
Doug Cochrane, DRC, called upon each chapter for their reports and highlights of the past year activities. Presenters were ask to limit time to 5 minutes and then have open to questions afterwards.
{refer to Appendix C – Chapter Reports}

- NB/PEI #117 - Eric LeBlanc, Delegate
- Halifax #100 - Aaron Smith, Delegate
- La Ville de Quebec #013 - Jonathan Vigneault, Delegate
- Montreal #014 - Jean-Garbriel Joannette, Delegate
- Ottawa Valley #015 - George Maamari, Delegate
- Toronto #016 - Alan Porter, Delegate
- Hamilton #037 - John Molnar, Delegate
- London #116 - Jordan Foster, Delegate
- Windsor #141 - Andrew Hrutka, Delegate

Doug Cochrane, DRC, indicated that chapters should have the Regional Officers list and chapters need to ensure RVC are kept informed of the chapter's activities and events. Communication is the key. If chapters need help be sure to ask. A new Society PAOE web page can be used to assist in recording chapter activities and let the RVC's know about recording of points.

Doug Cochrane, DRC, reminded RVC’s and Delegates that Research Promotion donations are required by Nov 15 to claim the full circle award from Society. Some discussion involved using the Society web site for payments which requires in US dollars by credit card. Society will adjust RP contributions if payments are made in Canadian dollars.

Doug Cochrane, DRC, with the completion of the chapter reports indicated adjournment of the business session and to restart at 8:30am on Saturday morning.

**THE 1st BUSINESS SESSION ADJOURNED AT 5:15PM ON FRI AUG 21, 2015.**
WELCOME PARTY  
FRI  AUG 21, 2015 – 6:00PM TO 9:00PM  
HOSPITALITY ROOM  
FRI  AUG 21, 2015 – 10:00PM TO 1:00AM

MINUTES OF THE SECOND BUSINESS SESSION – Saturday Aug 22, 2015  8:30am

The following were in attendance at the 2nd Business Session

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Doug Cochrane, DRC, opened the 2nd Business Session at 8:30am on Sat Aug 22, 2015.

Doug called on new guests to introduce themselves, chapter and their involvement in ASHRAE.

REGIONAL VICE-CHAIR (RVC) REPORTS
Doug Cochrane, DRC, had each RVC present and highlight the year activities as a region.
{refer to Appendix D for RVC report slides}

History - Rod Potter (for George Menzies who was last years chair)
Grassroots Government Activities (GGAC) - Ronald Gagnon
Membership Promotion (MP) - Mark Lawrence
Doug Cochrane, DRC, thanked the RVC’s for their reports. A common theme by the RVC’s was communications. Chapters need to keep the Regional Team advised of their chapter activities. Ensure that they are receiving the chapter newsletters and chair reports. Doug plans on creating a Regional newsletter that will be issued every 2 or 3 months. Some Chapters need to ensure that they have a financial audit each year as this was not indicated in the chapter reports.

REGION 2 STATISTICS
Doug Cochrane, DRC, presented a spreadsheet with summary of the chapter membership, activities and finances refer to Appendix C – Region 2 Statistics Table

Doug Cochrane, DRC, indicated chapter dues paying members is down from last year which will effect the Regional Fund.

REGION 2 MANUAL OF OPERATIONS
Doug Cochrane, DRC, asked if there are any questions about the draft Region 2 Manual of Operations that had been distributed by email to the Delegates. This was prepared by Isabelle Lavoie and Nicolas Lemire and has indications about regional positions and expectations are. This should help Delegates and Alternates in nomination people to positions to explain what is expected of them. Historical profiles from CRC’s can be used for upcoming conferences to show conference meeting rooms and number of attendee rooms.

This manual should help explain how the region operates. The new position for Regional Members Council Representation (RMCR) is also included in the Regional Manual. The expenses covered by the Regional Fund is also described. A discussion of regional fund income and expenses described what was used.
refer to Appendix H - Regional Fund Budget spreadsheet

The regional fund bank account is changing (moving from Quebec to Toronto). This is to make it easier for Doug to oversee along with new Region 2 Treasure - David Benedetti.

Motion that the Region 2 Manual of Operations be accepted. Moved by: Montreal-Jean-Garbriel Joannette, 2nd by: Hamilton-John Molnar - approved by all Delegates (9/0/0).

Doug Cochrane, DRC, with the completion of the RVC reports indicated adjournment of the business session to allow for the Executive Session and some workshops to begin. Doug reminded everyone that the Awards lunch is to start at 11:30am.

Motion to adjourn the business session. Moved by: Ottawa-George Maamari, 2nd by: Toronto - Alan Porter - approved by all Delegates (9/0/0).

THE 2nd BUSINESS SESSION ADJOURNED AT 10:10AM ON SAT AUG 22, 2015.

The DRC, Delegate and Alternate photo was taken for those in attendance.

LUNCH AND AWARDS PRESENTATIONS
THE REMAINDER OF THE MORNING AND AFTERNOON
CONSISTED OF WORKSHOPS

MINUTES OF THE THIRD BUSINESS SESSION – Sunday Aug 23, 2015  8:33am

The following were in attendance at the 3rd Business Session

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<td>DRC</td>
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<td>ARC</td>
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<td>CRC Chair</td>
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<tr>
<td>RVC MP</td>
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<td>RVC CTTC</td>
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<td>RVC SA</td>
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<td>RVC GGAC</td>
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<td>RVC YEA</td>
<td>Society</td>
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<tr>
<td>RVC History</td>
<td>Society</td>
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<tr>
<td>Nominating Member</td>
<td>Society</td>
</tr>
</tbody>
</table>

The following were in attendance at the 3rd Business Session:

<table>
<thead>
<tr>
<th>CHAPTER</th>
<th>DELEGATE</th>
<th>ALTERNATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halifax</td>
<td>Aaron Smith</td>
<td>Chris Theriault</td>
</tr>
<tr>
<td>NB/PEI</td>
<td>Eric LeBlanc</td>
<td>Sharlene Innes</td>
</tr>
<tr>
<td>La Ville de Quebec</td>
<td>Jonathan Vigneault</td>
<td>Xavier Dion Ouellet</td>
</tr>
<tr>
<td>Montreal</td>
<td>Jean-Garbriel Joannette</td>
<td>Samuel Lavoie</td>
</tr>
<tr>
<td>Ottawa Valley</td>
<td>George Maamari</td>
<td>Abbey Saunders</td>
</tr>
<tr>
<td>Toronto</td>
<td>Alan Porter</td>
<td>Marco Ottavino</td>
</tr>
<tr>
<td>Hamilton</td>
<td>John Molnar</td>
<td>Frank Mesick</td>
</tr>
<tr>
<td>London Canada</td>
<td>Jordan Foster</td>
<td>Khalid El-Kadri</td>
</tr>
<tr>
<td>Windsor</td>
<td>Andrew Hrutka</td>
<td>Paul Greff</td>
</tr>
</tbody>
</table>

Name

Jim Vallort
Pat Graef
Jeff Littleton
Doug Cochrane
Ibrahim Semhat
David Rasmussen
Anthony Jovrov
Mark Lawrence
Chris Fudge
Robyn Ellis
Ronald Gagnon
Audrey Dupuis
Rod Potter
Jeff Clarke

CHAPTER or SOCIETY

Society (Rocky Mt)
Society (SWFL)
Society
Toronto
London Canada
Hamilton
Montreal
Halifax
Ottawa
Hamilton
Montreal
Montreal
Ottawa
Montreal
Guy Perreault, Quebec Nominating Alternate
Tom Pollard, London Canada CRC Secretary
George Menzies, Hamilton CRC Rep
James Scudamore, London RP Chair
Mohamed Fouda, Toronto CTTC
Darryl Boyce, Ottawa Past VP Society
Matthew Peachman, NB/PEI
Dwight Scott, NB/PEI MP Chair
Mark Long, Hamilton SA Chair
Emma Wildeman, Toronto MP Chair
Mike Genin, Toronto YEA Chair
Quinton Voslcamp, Hamilton GGAC Chair
Mustafa Morsg, Hamilton CTTC
Colin Umbach, Hamilton Newsletter

Doug Cochrane, DRC, opened the 3rd Business Session at 8:33am on Sun Aug 23, 2015.

Doug reminded those that need to submit travel vouchers to completed and forward so he could sign and send to Society along with position and copies of invoices (flight and bag check expenses).

Doug then indicated David Rasmussen wanted to mention the items in the silent auction. David indicated items are on display at the side table within the meeting room and all money raised will go towards ASHRAE Research. The auction will close after the morning break.

Doug Cochrane, DRC, asked the new visitors in attendance to introduce themselves.

Doug called for the presentation of the Saturday Workshop Reports.

CHAPTER TECHNICAL TRANSFER (CTTC) WORKSHOP REPORT
9/9 chapters in attendance with 4 chairs; 22 total people during some the workshop during the day
Discussion involved ideas with interaction between chapters with trying to share DL’s and other speakers. Promoting with other groups (Architects, BOMA) at chapter meetings. Try to use the webcast with new members and other groups.
Morning session was well attended as some attendees did not have their workshops until the afternoon (room was very crowded).

STUDENT ACTIVITIES (SA) WORKSHOP REPORT
7/9 chapters chairs attendance with others in attendance
Performed a team building exercise and discussion on how to get students involved. Good to see new student branches. Did some goal setting. Students and YEA are the future of Society

GRASSROOTS (GGAC) WORKSHOP REPORT
7/9 chapter chairs in attendance
Reviewed the power point and how to lobby the officials. All that watched are new except Jean Bundock.

RESEARCH PROMOTION (RP) WORKSHOP REPORT
7/9 chapters in attendance
Only a few are returning chairs so some time taken to discuss target dates and awards. Reviewed how research projects are
accepted by ASHRAE. Reviewed some items but did not want to cover the same items that centralized training.

**YOUNG ENGINEERS IN ASHRAE (YEA) WORKSHOP REPORT**

- 5/9 chapter chairs in attendance
- Discussed Leadership weekend, scholarships; most chairs are new so learning what is required; discussed success stories that chapters have used including lunch and learn as well as combine events with student activities; reviewed new technical weekend and how to find value and how to promote to employers. This was the first year for a separate YEA workshop - good to have a separate workshop and then maybe join towards end.

**MEMBERSHIP PROMOTION (MP) WORKSHOP REPORT**

- 8/9 chapters in attendance with 6 chairs
- Discussed how to recruit and retain members; reviewed why ASHRAE is needed and the benefits of belonging to ASHRAE; want to make personal when talking to a potential new members; created MBO's and had a brainstorming session. Chapters have not really tried doing a mentorship with new people.

**HISTORICAL WORKSHOP REPORT**

- 5/9 chapters in attendance; 7 total people (some chapter chairs, some newsletter, some webmaster with several doing combined chairs)
- Reviewed Ottawa’s web site and the video that was created of a past chapter president; Ottawa is also recording their chapter meetings and posting on the web; discussed what chapters need to do including CIQ and updating web sites; web sites should have board meetings and other chapter events; discussed

**REPORT FROM THE EXECUTIVE SESSION**

Doug Cochrane, DRC, called on Jeff Clarke, Region 2 Nominating Member

Jeff reported that the worksheet has been filled with names for position along with several for Honours and Award. The new Nominating Member and Alternate are:

- Guy Perreault – Nominating
- Nicolas Lemire – Alternate
- Jean Bundock – Reserve Alternate

**REGIONAL FINANCES – 2014 CRC (London)**

Doug Cochrane, DRC, called on host chapter to review the past chapter’s crc. Doug called on John Molnar, Hamilton Chapter.

John indicated he had reviewed the CRC 2014 statements of the CRC that was completed last year by London Canada Chapter and ended with approx $20,000 surplus that will be split between the London chapter and the Regional fund. The extra registrations and sponsors are the reasons for the surplus.

(refer to Appendix H for report slides)

Doug Cochrane indicated the past 2 CRCs at Toronto and London have been profitable and returned money into the Regional Fund.

Motion: to accept the CRC 2014 London CRC Statements

Moved by Hamilton-John Molnar, 2nd by Montreal-JG Joannette - approved by all Delegates (9/0/0) (NB/PEI Alternate voted as the Delegate was out of the room at the time of the vote)

**REGIONAL FINANCES – REGION STATEMENTS**

Doug Cochrane, DRC, then presented the financial statements that had also been reviewed with the CRC host chapter - John
Molnar, Hamilton Chapter.

{refer to Appendix H for report slides – prepared by 2014 Region 2 Treasurer - Yves Trudel}

John reported that the region funds are healthy with chapter dues being forwarded along with CRC surpluses. The regional funds assist the RVC's for travel and for upcoming CRC. Chapters submit per chapter dues paying member $7.00+$8.00 but $6.00 goes to the host chapter for CRC seed money. Regional Fund shows approx $43,000 collected, expenses of $36,711.00 including seed money with end of June balance of $36,500.00 balance with some expenses for the Society Atlanta meeting have yet to be submitted.

John Molnar asked about CRC funds from last year – which has been added to the Regional Fund (already shown in current figures). Future years will have additional expenses for RVC travel to chapters and Society meetings. Past budgets have had unused amounts as some RVC's are getting their companies to contribute for their expenses but future years could have slightly increased costs.

Motion: to accept the 2014/2015 Region 2 Statements
Moved by Hamilton-John Molnar, 2nd by Ottawa-George Maamari - approved by all Delegates (9/0/0)

Doug Cochrane, DRC, then presented the proposed budget for 2015/2016.

{refer to Appendix H for Regional Budget}

There will new 2 new incoming RVC's and allowance ($1200) added for support to hotel at Society meeting (outgoing and incoming RVC's expected to attend). RMCR will also be at the Society meeting and have additional hotel room stay (up to 5 days/$1000 maximum).

Doug also indicated he would like to have the summer Region 2 planning meeting in Montreal due to the CRC and RVC's in eastern Canada. This could involve some overnight hotel rooms for the new Delegates – option to have a reception on the Friday and start early on the Saturday for the planning meeting.

The current number of assigned members was revised to the total reported by the chapters (1748 dues paying chapter members). Budget has income of $26,200.00 and expenses of $34,565 with a loss of $8,276.00 planned for the 2015/2016 year. The loss can be covered by the current regional fund that has a balance of approx $36,500.00. The past 2 CRC's have had surpluses which have helped the regional fund which allows for the extra expenses but future CRC may not have this occur.

Motion to amend: the adjusted the 2015/2016 Region 2 Budget for chapter members as reported by the chapter reports
Moved by Halifax- Aaron Smith, 2nd by Hamilton - John Molnar - approved by all Delegates (9/0/0)

no new discussions regarding the revised budget

Motion: to accept the 2015/2016 Region 2 Budget
Moved by Halifax- Aaron Smith, 2nd by Hamilton - John Molnar - approved by all Delegates (9/0/0)

CRC 2016 BUDGET
Doug Cochrane, DRC, then re-presented the NB/PEI the CRC 2016 budget which had been viewed earlier

{refer to Appendix E}

The chapter assessment had been revised to 1746 for dues paying members for the regional fund contribution, along with revised registration of $425-Full, $300-Partial, $150-Companion.

Additional sponsorship should be added to the CRC Budget. Nortec was very please with the scoreboard display that was used at the Hamilton CRC. Other corporate sponsorship opportunities should also be pursued.
The original registration costs have been adjusted and NB/PEI asked to review and match the rates that Hamilton has used (now shown in the table).

Doug Cochrane, DRC, suggested that an action item to NB/PEI to review the CRC 2016 budget to use the same registration amounts along with extra meeting room costs and would be then be presented to the Delegates by email thru the DRC for acceptance and vote.

Doug Cochrane, DRC, then called for a short break before the motions are discussed and to allow more bidding on the silent auction items.

(a short 10 minute break was taken at this time before the business session resumed)

2015 SOCIETY AND REGIONAL MOTIONS

Doug Cochrane, DRC, reconvened be business session. Doug called on Ibrahim Semhat, ARC to present and read the motions that had been prepared by the Delegates (the order that motions were discussed has been revised to group Society and Regional motions together in the following summary information):

2015 MOTION SUMMARY
S=Society Motion, R=Regional Motion

<table>
<thead>
<tr>
<th>2015 Motion #</th>
<th>STATUS For/Against/Absent</th>
<th>MOTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-S-1</td>
<td>Passed 9*/0/0</td>
<td>That Society expand the PAOE criteria in 2016-17, under the Historical category, to permit the Regional Historian to award up to 100 bonus points to a chapter historian for participating in new historical based activities unique to the Region or Society.</td>
</tr>
<tr>
<td>2015-S-2</td>
<td>Passed 9/0/0</td>
<td>That Society modify current ASHRAE “Conference Call Protocol” to allow up to 10 conference call services to be available at Society Meetings</td>
</tr>
<tr>
<td>2015-S-3</td>
<td>Passed 9/0/0</td>
<td>That Society enrich the Smart Start Program by adding reduced conference fees to the current reduced membership fees. Target SSP conference fee would be $25 to $100 for the first 3 years after graduation.</td>
</tr>
<tr>
<td>2015-S-4</td>
<td>Passed 9/0/0</td>
<td>That Society apply to have ASHRAE Research Canada become a Registered Charity.</td>
</tr>
<tr>
<td>2015-S-5</td>
<td>Passed 9/0/0</td>
<td>That Society make the ASHRAE.org website mobile friendly.</td>
</tr>
<tr>
<td>2015-S-6</td>
<td>Passed 9/0/0</td>
<td>That Society allow a member to choose how they receive the ASHRAE Journal and associated items. Options would be as an electronic version only, or electronic and mailed version.</td>
</tr>
<tr>
<td>2015-S-7</td>
<td>Passed 9/0/0</td>
<td>That Society provide additional titles in the dropdown menu used to assign officers during completing the Chapter Information Questionnaire (CIQ).</td>
</tr>
<tr>
<td>2015-S-8</td>
<td>Passed 9/0/0</td>
<td>That Society review the actual membership benefits to allow the members to get multiple options of technical documents (guidelines, design guides, standards, etc…) included in the membership, rather than the obligation of the selection the current handbook.</td>
</tr>
<tr>
<td>2015-R-1</td>
<td>Passed 9/0/0</td>
<td>That Region 2 add information on potential tax obligations for Chapters and the Region into the Regional Manual of Operations.</td>
</tr>
</tbody>
</table>
| 2015-R-2      | Passed 9/0/0               | Recommendation that Region 2 funds the participation (transportation, accommodation and meals) of two region YEA members instead of one for the Regional LeaDRS program (one at the winter meeting and one at the summer
2015 Motion Details

Society Motion: 2015-S-1
Moved By: Hamilton Chapter – John Molnar  2nd by: Halifax Chapter – Aaron Smith
Motion: That Society expand the PAOE criteria in 2016-17, under the Historical category, to permit the Regional Historian to award up to 100 bonus points to a chapter historian for participating in new historical based activities unique to the Region or Society.

Background: Presently, the regional historian is unable to add bonus points to a chapter who contributes with historical activities beyond those currently outlined in the PAOE point format.

Fiscal Impact: none.

Vote Count: PASSED  For: 9*  Against: 0  Abstained: 0  (*Ottawa Chapter Alternate voting)

Society Motion: 2015-S-2
Moved By: Hamilton Chapter – John Molnar  2nd by: Halifax Chapter – Aaron Smith
Motion: That Society modify current ASHRAE “Conference Call Protocol” to allow up to 10 conference call services to be available at Society Meetings.

Background: From Society’s Website, the conference call format is outlined.

A recent request to have this service at the Life Members Executive Board meeting was turned down because of the cost dictated by the host hotel.

The goal of this motion is to have more participation by members unable to attend their Society Committee Meetings.

The obvious fear is if Society makes it easy to participate from home/office, there will be less income from registrations at the Society meetings.

However, if members are unable to attend and participate meetings, their input is lost.

The limit of 10 is suggested to test the effectiveness of having service available rather than an unlimited number where the cost may be considered too high.

A priority list would be developed with the Society President selecting the 10 to get the service.

Electronic communication is here to stay. ASHRAE needs to adapt their Society Meetings to the best way to get the effective input by skilled members.

If there is a better electronic way currently available to achieve input at meetings when members can not attend in person, this motion may be redundant.
Fiscal Impact: $5,000 for 10 services if HQ is unable to negotiate to have the service included in the base hotel contract.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

**Society Motion: 2015-S-3**
Moved By: Hamilton Chapter – John Molnar  2nd by: Ottawa Chapter – Georges Maamari
Motion: That Society enrich the Smart Start Program by adding reduced conference fees to the current reduced membership fees. Target SSP conference fee would be $25 to $100 for the first 3 years after graduation.

Background: Student membership fees are only $25, then later they get reduced fees being recent graduates as a transition period (Smart start program). Student conference fee is $25 as well, applying the same concept, reduced fees for recent graduates as a transition period is requested to be added to “Smart Start Program”.

The Smart Start Program allows recent graduates to pay a reduced membership fee for the first three years ($20, $74, $95 respectively). The target from the program is to encourage student members to stay involved early in their professional career years while maintaining a more recent-graduate friendly fee for membership. Retaining these young members for further years by showing them what ASHRAE can do for them, what ASHRAE really is and utilizing their energy seems like a missed resource. ASHRAE is not only the Handbook they get in the mail, one trip to an ASHRAE Society conference would be much more beneficial enriching their knowledge, their ASHRAE experience and retain them for further years. To encourage these recent graduates, a reduced fee of $25$ to $100 is requested for the ASHRAE Society conferences for the first three years after graduation.

Fiscal Impact: Increase Conference attendees but for lower fees, possibly increasing revenue.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

**Society Motion: 2015-S-4**
Moved By: Halifax Chapter – Aaron Smith  2nd by: Hamilton Chapter – John Molnar
Motion: That Society apply to have ASHRAE Research Canada become a Registered Charity.

Background: If ASHRAE Research Canada were to become a Registered Charity, it would issue charitable tax receipts which is an additional benefit to individuals and businesses making donations.

As well, the current tax implications of donations to ASHRAE Research in Canada are confusing to members and chapters. Some individuals or businesses may be attempting to claim these donations as charitable donations.

To qualify for registration as a charity, an organization must have purposes that are exclusively charitable and charitable activities that support those purposes.

The courts have identified four categories of charity:
- relief of poverty
- advancement of education
- advancement of religion
- certain other purposes that benefit the community in a way the courts have said is charitable

We believe ASHRAE Research Canada may fall under “Other purposes beneficial to the community”. This category includes various purposes that do not fall within the other categories but which the courts have recognized as charitable.

Examples:
- relieving a condition or disability associated with old age, which includes; providing facilities for the care and rehabilitation of the elderly;
- preventing and relieving sickness and disability, both physical and mental (for example, hospitals);
- providing certain public amenities to benefit the community (for example, public recreation grounds);
• providing counselling services for people in distress;
• operating an animal shelter; and
• operating a volunteer fire department.

For more information visit: http://www.cra-arc.gc.ca/chrts-gvng/chrts/pplyng/rgstrtn/menu-eng.html

Fiscal Impact: unknown.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

Society Motion: 2015-S-5
Moved By: Halifax Chapter – Aaron Smith  2nd by: Montreal Chapter – Jean-Gabriel Joannette
Motion: That Society make the ASHRAE.org website mobile friendly.

Background: More than 50% of web traffic is now on mobile phones or tablets and ASHRAE.org is not currently responsive to these devices. Making the website responsive would make viewing the society website easier for the majority of web users and encourage more current and potential members to use it when not on their computers.

Fiscal Impact: unknown, it will depend on the design of the website.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

Society Motion: 2015-S-6
Moved By: London Chapter – Jordan Foster  2nd by: Hamilton Chapter – John Molnar
Motion: That Society allow a member to choose how they receive the ASHRAE Journal and associated items. Options would be as an electronic version only or electronic and mailed version.

Background: The ASHRAE Journal is currently available in a printed version and in an electronic version. There is no option to only receive the electronic version in place of the printed version. Receiving the Journal just as an electronic version could reduce printing and mailing costs and be more “green”.

Fiscal Impact: none.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

Society Motion: 2015-S-7
Moved By: Ottawa Valley Chapter – Georges Maamari  2nd by: Toronto Chapter – Alan Porter
Motion: That Society provide additional titles in the dropdown menu used to assign officers during the Chapter Information Questionnaire (CIQ).

Background: Currently the CIQ dropdown menu includes a list of available positions that are typical for chapter operations. However, some chapters require additional positions that are not available in the dropdown menu. In many cases, committee chairs have multiple committee members or co-chairs that assist in performing the various required tasks. These members should be recognized for volunteering on these committees and this information should automatically appear on their ASHRAE bio. Not having this information automatically appear on the member’s bio makes the review of potential candidates for the chapter service awards more difficult. Examples include CTTC committee members. The deadline for assigning committee members/co-chairs should be extended beyond the June 30th deadline in order to allow the chair time to put his committee together.

Fiscal Impact: none.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0
Society Motion: **2015-S-8**
Moved By: Quebec City Chapter 2nd by: Montreal Chapter – Jean-Gabriel Joannette
Motion: That Society review the actual membership benefits to allow the members to get multiple options of technical documents (guidelines, design guides, standards, etc...) included in the membership, rather than the obligation of the selection the current handbook.

Background: Considering ASHRAE encourages employers to pay the membership fees for their employees, and considering also that the number of members from consulting firms is dropping, this flexibility would encourage consulting firms to support more employees to become members. Presently if a firm supports five employees, they get the five same technical documents (current handbook).

Fiscal Impact: Positive, considering this motion could bring more members paying dues. Actual amount to be determined by the membership committee.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

A Society Motion by Ottawa Chapter was dropped when presented as it was similar to Motion 2015-S-1 regarding PAOE History points.

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Society Motion: **2015-R-1**
Moved By: Halifax Chapter – Aaron Smith 2nd by: Hamilton Chapter – John Molnar
Motion: That Region 2 add information on potential tax obligations for Chapters and the Region into the Regional Manual of Operations.

Background: Many Chapters in Region 2 are not aware of their potential tax obligations. It would be beneficial for each Chapter if the Region were to investigate the current requirements for the Chapters in the Region and publicize these in the Regional Manual of Operations.

This would also provide valuable background for Canadian Chapters if they were to investigate whether to request ASHRAE Research Canada apply to become a Registered Charity.

Fiscal Impact: none.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

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Society Motion: **2015-R-2**
Moved By: Montreal Chapter – Jean-Gabriel Joannette 2nd by: Toronto Chapter – Alan Porter
Motion: Recommendation that Region 2 funds the participation (transportation, accommodation and meals) of two region YEA members instead of one for the Regional LeaDRS program (one at the winter meeting and one at the summer meeting) effective with fiscal year 2015-2016 subject to the provided background information.

Background: Briefly, there is obviously a lot of interest for shadowing programs, as there were a total of 10 applicants within the Region for this program last year. Refer to the attached background information (see Appendix XX regarding LeaDRS program and forms).

Fiscal Impact: Up to $2,500 per year.

Vote Count: PASSED  For: 9  Against: 0  Abstained: 0

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Society Motion: **2015-R-3**
Moved By: Montreal Chapter – Jean-Gabriel Joannette  
2nd by: Ottawa Chapter – Georges Maamari

Motion: **Recommendation that Region 2 adjusts the maximum authorized amount for RVCs lodging reimbursement of $600 to the real cost of lodging at the Orlando Hilton for a 3 nights stay during the 2016 Winter Meeting.**

Background: The official 2016 Winter Meeting hotel (i.e. the Orlando Hilton) is more expensive than traditional meeting hotels, and in addition has resort and local taxes. Also, the current currency exchange rate currently is around 30%. Therefore, in an effort to allow RVC’s to attend the meeting without causing financial burden to them, it is proposed to have the maximum reimbursement amount raised to the equivalent of 3 nights lodging at the official meeting hotel.

Fiscal Impact: Exact fiscal impact is to be determined, but as of now we estimate that a night will cost ±$420CAN including taxes, resort fees and currency exchange (200$ currently accounted for). The 3 nights would therefore be an extra ±$660 per RVC.

Vote Count: **FAIL**  
For: 1  
Against: 8  
Abstained: 0

END OF MOTIONS

**SILENT AUCTION ITEMS**

Doug Cochrane, DRC, then asked Dave Rasmussen, CRC 2015 Chair on the status of the silent auction items that had been contributed by each chapter. Dave reported that $657 had been raised for ASHRAE Research and thanked everyone who bid on the items. Dave would then follow up on the winning bidders before the end of the conference.

**2015-2016 REGIONAL OFFICERS VISITS**

Doug Cochrane, DRC, then presented a preliminary table with proposed visits by Regional Officers to the Chapters. Society allows the DRC to assign visits and Doug will review, update and advise the chapters. The RVC’s can then schedule visits with the chapters at a suitable meeting date. RVC should also have an official visit to their home chapter

**UPCOMING CRC DATES AND LOCATIONS**

August 26 to 28, 2016 - Moncton (NB/PEI Chapter) - Chair: Dan Boudreau  
August 25 to 27, 2017 – Montreal, QC – Chair: Isabelle Lavoie  
Aug 24 to 26, 2018 – Windsor, Ont  
Aug 2019 – Halifax, NS  
Aug 2020 – Quebec, QC

Doug Cochrane, DRC, mentioned that Toronto has applied to host the Society Annual meeting in 2022 and may ask to switch their CRC with London (which would move up a year to 2021) so as to not have Society meeting and CRC in the same year.

Doug Cochrane, DRC, then asked if any other business is needed to be brought forward.

Hearing none he then asked for closing remarks.

**FINAL REMARKS**

Doug Cochrane, DRC, then called on the Society guests for their comments.
Jeff Littleton, Society Executive Vice President thanked Hamilton for putting on a fantastic CRC. Jeff thanks all those in attendance for all the work they do and be sure to let Society staff know if there is anything they need.

Pat Graef, Society VP indicated that is was a great CRC and got to talk to a whole new group of people. The hotel and food was fantastic. This allowed a opportunity to see the grass roots concerns.

Jim Vallort, Society VP was able to get really close to the members in the bubble-ball event. Jim was please with the attendance at the workshops which is more then other CRC's. The training being interactive is much better then just using powerpoint slides. Staff can assist in everyone's activities.

Doug Cochrane, DRC, thanked everyone for their efforts and collaboration. Doug asked for any feedback. Doug indicated a regional newsletter to spread the good work that Region 2 is doing will be prepared. Some photos to go into Insights for the Tim Hortons fiels and the bubble ball games was also suggested.

Doug Cochrane, DRC then proposed a motion that the meeting be adjourned.
Moved by: Ottawa-George Maamari-, 2nd by: Halifax-Aaron Smith - approved by all Delegates (9/0/0).

The Third Business Session of the 2015 CRC was concluded.

CRC 2015 Hamilton

Detailed Agenda

Thursday August 20, 2015
16:00-20:00 CRC Registration Sheraton Lobby
19:30-21:00 Optional Dinner Out List of Area Restaurants Provided

Day 1 Friday August 21, 2015

<table>
<thead>
<tr>
<th>ALL DAY</th>
<th>HISTORY DISPLAY</th>
<th>Back Corner of Heritage Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>07:30 - 17:30</td>
<td>CRC Registration</td>
<td>Sheraton Lobby</td>
</tr>
<tr>
<td>07:00-08:30</td>
<td>Breakfast</td>
<td>Beckett Room</td>
</tr>
<tr>
<td>08:30 - 09:30</td>
<td>Orientation Session</td>
<td>Heritage room (Open to All)</td>
</tr>
<tr>
<td></td>
<td>1. Welcome Remarks - D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Introduction - All</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Appointment of the recording secretary - D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Review and approval of the business meetings agenda - D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. Review of Honors and Awards – G. Menzies</td>
<td></td>
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<tr>
<td></td>
<td>6. Review of RVC roll off dates – D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7. Travel Vouchers - requirements</td>
<td></td>
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<tr>
<td></td>
<td>8. Presentation of today’s later events – D Rasmussen</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9. Picture (DRC, Delegates and Alternates) for Regional Historian</td>
<td></td>
</tr>
<tr>
<td>09:45 - 11:45</td>
<td>Caucus Session</td>
<td>Heritage room</td>
</tr>
<tr>
<td></td>
<td>1. Delegates and Alternates – J. Clarke/ G. Perreault</td>
<td></td>
</tr>
<tr>
<td>09:45-11:45</td>
<td>DRC/RMCR/ARC/RVCs Regional Meeting</td>
<td>Durand room</td>
</tr>
<tr>
<td></td>
<td>1. Chapter Visit Planning</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Review of Awards</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Region II Manual of Operations</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Region II Website and Basecamp</td>
<td></td>
</tr>
<tr>
<td>09:45 - 11:00</td>
<td>Technical Seminar Tour</td>
<td>First Ontario Centre</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
<td>Location</td>
</tr>
<tr>
<td>--------------</td>
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</tr>
<tr>
<td>9:30 - 9:45</td>
<td>Break</td>
<td>Beckett Room</td>
</tr>
<tr>
<td>12:00 - 13:00</td>
<td>Working Lunch to Presidential Theme</td>
<td>Heritage Room</td>
</tr>
<tr>
<td></td>
<td>Jim Vallort</td>
<td></td>
</tr>
<tr>
<td>13:10 - 17:15</td>
<td>Business Meeting #1</td>
<td>Heritage Room</td>
</tr>
<tr>
<td></td>
<td>(Open to All)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Call to Order – D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Approval of 2014 CRC Minutes – D. Cochrane</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Reading of any prepared Motions for 2015</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CRC – D. Cochrane</td>
<td></td>
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<tr>
<td></td>
<td>5. CRC 2016 Budget – D. Boudreau via phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td>call</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7. ASHRAE Staff Report – J. Littleton</td>
<td></td>
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<tr>
<td></td>
<td>8. ASHRAE Research Canada – D. Boyce</td>
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<tr>
<td></td>
<td>9. Chapter Reports (5 min. each) - Chapter</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Presidents</td>
<td></td>
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<tr>
<td></td>
<td>10. Meeting adjournment – D. Cochrane</td>
<td></td>
</tr>
<tr>
<td>15:15 - 15:30</td>
<td>Break</td>
<td>Beckett Room</td>
</tr>
<tr>
<td>18:00 - 21:00</td>
<td>Welcome Party</td>
<td>2nd Floor Foyer Sheraton</td>
</tr>
<tr>
<td>21:00 – 01:00</td>
<td>Hospitality Suite Open</td>
<td>Beckett Room</td>
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**Day 2  Saturday August 22, 2015**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Location</th>
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<tbody>
<tr>
<td>07:30 - 12:00</td>
<td>CRC Registration</td>
<td>Sheraton Lobby</td>
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<tr>
<td>07:00 - 08:30</td>
<td>Breakfast</td>
<td>Beckett Room</td>
</tr>
<tr>
<td>08:30 - 09:45</td>
<td>Business Meeting #2</td>
<td>Heritage Room</td>
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<tr>
<td></td>
<td>(Open to All)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Call to Order – D. Cochrane</td>
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<td></td>
<td>2. Regional Statistics – I. Semhat</td>
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<tr>
<td></td>
<td>3. RVC Reports (5 min. each)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a. CTTC – C. Fudge</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. SA – R. Ellis</td>
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</tr>
<tr>
<td></td>
<td>c. GGAC – R. Gagnon</td>
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</tr>
<tr>
<td></td>
<td>d. RP – A. Jonkov</td>
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<tr>
<td></td>
<td>e. Historian – R. Potter</td>
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<tr>
<td></td>
<td>f. YEA – A. Dupuis</td>
<td></td>
</tr>
</tbody>
</table>
g. MP – M. Lawrence
4. Region II Manual of operations – D. Cochrane
5. Meeting adjournment – D. Cochrane

09:45 - 10:00 Break Beckett Room

10:00 - 11:20 Committee Workshop CTTC # 1 • Executive Boardroom

10:00 - 11:20 Executive Session # 1 Heritage Room
1. Delegates and Alternates – J. Clarke/ G. Perreault

11:30 - 13:30 Awards Luncheon 2nd Floor Ballroom – South/West/Centre

13:30 - 17:15 Committee Workshops • Executive Boardroom: Technical Transfer Part 2
• York Room: Research Promotion
• McQuesten Room: Student Activities
• Durand Room: History
• Beckett Room: Membership Promotion
• Adelaide Room - YEA
• Heritage Room - Chapter Operations
• Hunter Room - Grassroots Government Advocacy

15:00 - 15:15 Break Kings Foyer outside Beckett Room

17:45 –22:00 Dinner & Activity Tim Horton’s Field – buses depart 1745

22:00 – 01:00 Hospitality Suite Open Beckett Room

**Day 3 Sunday August 23, 2015**

07:00 - 08:30 Breakfast Beckett Room

07:30 - 08:30 Executive Session #2 (if required) Heritage Room
1. Delegates and Alternates – J. Clarke/ G. Perreault
08:30 - 12:00  Business Meeting #3  Heritage Room (open to all)

1. Workshop Reports including Motions from workshops – Workshop Delegates (5 min. max)
   a. CTTC
   b. SA
   c. GGAC
   d. RP
   e. YEA
   f. MP
   g. History
2. Report from Executive sessions – J. Clarke
3. Regional Fund - D. Cochrane (on behalf of Y. Trudel & New Treasurer D. Benedetti)
   a. Approval of 2014 CRC Financial Statement – J. Molnar
   c. Approval of 2015-2016 Region II Budget
4. CRC 2016 Budget Approval – D. Cochrane
5. Motions – D. Cochrane
6. DRC/RVC Chapter visits schedule for the year – D. Cochrane
7. New business – D. Cochrane
   a. What to put on the regional website to make it more useful for the chapters? Region II basecamp site
8. CRC dates for the next three years – D. Cochrane
   b. NB-PEI : 3rd week - August 26-28 2016 – Chair: Dan Boudreau
   c. Montréal : 3rd week – August 25-27 2017- Chair:
   d. Windsor: 3rd week – August 24-26 2018 – Chair:
   e. If Toronto hold annual meeting 2022 London to move host for CRC up a year
9. Final Remarks - D. Cochrane
10. Meeting Adjournment – D. Cochrane

10:00 – Break  Beckett Room
10:15

12:00 - 13:00  CRC Debriefing  Heritage Room
57th ASHRAE Chapters Regional Conference in Region 2

Hosted by
ASHRAE Hamilton Chapter

Aug 21, 22, 23, 2015
At the Sheraton Hamilton Hotel
Jackson Square
116 King Street West
Hamilton Ontario Canada

ASHRAE Society Director & Region 2 Chairman: Doug Cochrane P.Eng

Major Sponsors
Noritec
(Awards Luncheon)
Renewable Energy
(Niagara Wine Tour)
Besseling Mechanical
(Sat night Band)

Silent Auction: Located in Heritage Room
See and bid in by Sat 16h30. A minimum bid applies. Winners will be announced at Tim Hortons Field Sat night during the bicentennial.

Tourism Information: Volunteers from the Lady Hamilton Club will be at the Registration Desk to provide tourism information for all attendees.

CRC 2015 Registration /Event Fees
1. Full CRC Registration
Includes All CRC Meetings & Workshops

2. Partial CRC Registration
This ticket includes: Breakfasts (Aug. 22nd, 23rd), Awards Banquet Luncheon (Aug. 22nd) and Saturday Night Supper Party (Aug. 22nd). $300.00

3. Companion Registration Package
Package accompanying the CRC Registrant. The Companion Registration includes: Breakfasts (Aug. 21st, 22nd, 23rd), Presidents Working Luncheon (Aug. 21st). Welcome Party (Aug. 21st). Awards Banquet Luncheon (Aug. 22nd), and Saturday Night Dinner Party (Aug. 22nd). In addition to the main CRC program, the Companion Registration also includes the following events: Wine Tour, Art Gallery of Hamilton (AGH) tour. $150.00

4. Welcome Party Friday, Aug. 21 18h00 to 21h00 Sheraton Hotel 2nd Floor foyer. Note: The Welcome Party is included in the Full CRC Registration & in the Companion Registration Package. 2 Drink tickets included. Single ticket price is $50, includes 2 drink tickets.

5. Saturday Night: Supper Party: Wear running shoes & casual summer clothes. For participation at tonight’s event. Meal at 17h45 sharp, in front of hotel on King St W., where 3 buses will take you to Tim Hortons Field, home of the Tiger-Cats. Buses will be returning to hotel starting at 22h00 with last bus leaving the field at 22h45. Note: This event is included in the Full/Partial CRC Registration & the Companion Registration Package. 2 drink tickets included. Individual purchases are $30.00/person with advance purchases only.

Region 2 Officers
Deug Cochrane Director & Regional Chair
Ibrahim Sertah Assistant Regional Chair
Istvan Trude Regional 2 Treasurer
Isabelle Lavoie RMCR, Member Council
Chris S Fudge Regional 2 Historian
Ronald Gagnon Regional 2 Historian
Mark M Lawrence Regional 2 Historian
Anthony Jovkov RVC SA
Robin Ellis RVC SA
Audrey Dupuis RVC YEA
Roderick S Porter Regional 2 Historian
Jeff Clarke Reg 2 Nomination Member
Guy Perreault Reg 2 Nomination Alternate
Tom Pollock Reg 2 Webmaster
David Rasmussen Reg 2 CRC Chair
Danny Boyko ASHRAE Research Canada

Chapters Delegates [D] & Alternates [A]
Halifax
Chris Theriault [A]
Eric LeBlanc [D]
Sharlie Iannes [A]
Ville de Quebec
Jonathan Veilleau [D]
Xavier Dion Quillet [A]
Canadian Montreal
J-Gabiola, Jean-Gabrielle (D)
Samuel Lavoie [A]
Ontario Valley
Georges Masmani [D]
Abbey Saunders [A]
Toronto
Alan Porter [C]
Marco Ottaviani [A]
Hamilton
John Mohr [D]
Frank Mesieki [A]
London
Jenifer Foerster [D]
Khalid El-Kadi [A]
Windsor
Andrew Hrdka [D]
Paul Greff [A]

Regional Directors
John Melnick Chapter President
Allan Antoffi Chapter President
George Menini President-elect
Robyn Ellis Chapter Treasurer
David McNeil Chapter Vice President
Aaren Bielding Chapter YEA Chair
Rykky Beshta Chapter SA Chair
Mike Kwak Chapter RP Co-Chair
John Long Chapter SA Co-Chair
Francesco Mesieki Reorganization Chair
John Melnick Webmaster
Reza Tafmali Chapter RP Chair
David Rasmussen Chapter RP Co-Chair
CRC 2015 Committee
David Rasmussen, CRC General Chairman
Bill McCartney, Hamilton CRC Treasurer
Robyn Ellis, Entertainment Chairman
George Menini, Reception Chairman
Gail Menzer, Registration Chair
Marilyn Yager, Registration, Guide
Iain Hill, CRC Photographer
Mike Katri, Companion Chairman
Liss Hamilton, Wine Tour Hosts and Guide
Rykky Beshta, Hospitality Suite Co-Chair
Chelsea Motter, Hostess, Guide
Aaren Bielding, Hospitality Suite Co-Chair
Abby Pohliczki, Hostess, Guide
John Melnick, Webmaster Chairman
Welcome Details
Mustafa Moro, Transportation Co-Chair
Prasenjit Pal, Transportation Co-Chair
Patrick DeFresta, Transportation Co-Chair
Sala Nargi, Hostess, Guide
Suzy Menzies-Podrebarac, Hospitality Consultant
**Region 2 CRC 2015 Agenda**

**Thursday August 20th, 2015**

1600 to 2000  CRC Registration in Sheraton Hotel Lobby

1630    No Host Supper

Suggestion in your Welcome Package.

**NOTE! All tours and events require reservations and admission ticket - check in your Welcome Package to ensure you have all necessary tickets.**

**Friday August 21st, 2015**

0700 to 0930  Breakfast in Beckett Room

0930 to 1200  CRC Registration Sheraton Hotel Lobby

0800 to 1000  Orientation & Introductions in Sheraton Hotel Heritage Room located at hotel lower level

Doug Cochran DRC – Welcome

David Rasmussen – Events update, schedules.

All attendees to be present.

0900 to 0945  AM Break – Beckett Room

0945 to 1145  Caucus Session for only Chapter Delegates, Alternates and two Regional Nominees Members in Heritage Room.

1045 to 1145  DRC Planning Meeting for all Regional Officers in Durian Room.

1045 to 1145  Technical Tour of First Ontario Centre Chiller Room, Mechanical Room and Rink. Meet in 1st Floor Sheraton Lobby by Starbucks @ 9:45, **NOTE: BEAR WARM**, Wear casual flat shoes, suit available

1045 to 1100  Companion Tour of Niagara Wineries. Meet in lobby at 9:45. Bus leaves at 10:00 sharp. Reservations only.

1100 to 1130  Companion tour is sponsored by RENEWABILITY ENERGY and will visit Four Estates on Niagara Parkway, for a tasting and tour.

1130 to 1230  Bus stop is at the Carline Cellars, Virgil Old for a tour followed by lunch. The next stop is at the Rancourt Winery in Niagara-on-the-Lake for a tasting. Last stop is at the Koroleff Winery, again in Niagara-on-the-Lake. Bus will be back at Sheraton hotel by 1700.

1200 to 1300  Presidents' Lunching for all attendees. Pick-up lunch in Beckett Room and return to the Heritage Room for speakers and discussion on the 2015 DRC Program.

1300 to 1500  CRC Executive Session for onlyChapter Delegates & Alternates; plus the two Regional Nominees Members

1530 to 1600  Exclusive Companion Tour of Hamilton Art Gallery, located on the second floor of the Hamilton Art Gallery. The tour will start at 1600. All chapter members to be on display for photos. Bring cameras.

1645 to 1700  Workshop as follows:

Student Activities in the McQueen room:

CTTC continues in Executive Boardroom;

Resource Promotion in the York Room;

YEA in the Adelioce Room;

GGAC in the Hunter Room;

Membership in the Beckett Room;

History in the Durian Room.

**Saturday August 22nd, 2015**

1000 to 1100  Breakfast in Beckett Room

1100 to 1200  CRC Registration in Sheraton Lobby

1200 to 1300  Chapter Historical Displays in the Beckett Room

1300 to 1630  Breakfast in Beckett Room

1630 to 1830  2nd CRC Business for Delegates, Alternates, Society and Regional Officers; Chapter Chairs; ASHRAE Members and Guests Doug Cochran Chair

1800 to 1900  CRC Executive Session for only Chapter Delegates & Alternates; plus the two Regional Nominees Members

1900 to 2030  Exclusive Companion Tour of Hamilton Art Gallery, located on the second floor of the Hamilton Art Gallery. The tour will start at 1600. All chapter members to be on display for photos. Bring cameras.

2030 to 2100  Lunch in Beckett Room

2100 to 2200  Reception and Banquet at the Croatian Cultural Centre

**Sunday August 23rd, 2015**

0700 to 0800  Breakfast in Beckett Room

0800 to 1000  3rd Business Session for Delegates, Alternates, Society, Regional Officers, Chapter Chairs; and other chapter officials.

1000 to 1100  Historical Displays to be removed.

1100 to 1200  CRC Executive Session for only Chapter Delegates, Alternates, Society and Regional Officers; Chapter Chairs; ASHRAE Members and Guests Doug Cochran Chair

1200 to 1300  Lunch in Beckett Room

1300 to 1500  CRC Executive Session for only Chapter Delegates, Alternates, Society and Regional Officers; Chapter Chairs; ASHRAE Members and Guests Doug Cochran Chair

1530 to 1800  Exclusive Companion Tour of Hamilton Art Gallery, located on the second floor of the Hamilton Art Gallery. The tour will start at 1600. All chapter members to be on display for photos. Bring cameras.

1800 to 1900  CRC Executive Session for only Chapter Delegates & Alternates; plus the two Regional Nominees Members

1900 to 2000  CRC Executive Session for only Chapter Delegates & Alternates; plus the two Regional Nominees Members

**Have a safe trip home.**
REGION 2 SOCIETY MOTIONS STATUS

Last Revised: 05/28/2015

**Halifax Chapter – Motion 6b (10/2/2014):**
That Society offer a special reduced registration rate for Voting Members of Technical Committees attending Society Annual and Winter Meetings combining the One Day Registration with the Virtual Conference Registration at the current One Day Registration rate allowing the Member to attend what portions of the Conference they could, while giving them access to everything electronically. The proposed reduced rate would be implemented starting with the 2015 Annual Meeting in Atlanta, GA.

Answer: This motion was referred to the Conferences and Expositions Committee (CEC). CEC was not in support of this motion because the Virtual Conference is already included in a single-day registration fee. (Complete)

**Halifax Chapter – Motion 6c (10/2/2014):**
That Society offer a special registration rate for Regional and Society Officers attending Society Annual and Winter Meetings combining the One Day Registration with the Virtual Conference Registration at the current One Day Registration rate allowing the Member to attend what portions of the Conference they could, while giving them access to everything electronically. The proposed reduced rate would be implemented starting with the 2015 Annual Meeting in Atlanta, GA.

Answer: This motion was referred to the Conferences and Expositions Committee (CEC). CEC was not in support of this motion because the Virtual Conference is already included in a single-day registration fee. (Complete)

**Hamilton Chapter – Motion 10 (10/2/2014):**
That Society create a section for each Annual and Winter Conference on recommended (not mandatory) dress code for various meeting settings/events appropriate for the specific locale, event setting, and season. Regions and Chapters can then follow Society’s lead in establishing their own recommendations.

Answer: This motion failed. This information is already provided in the conference program and online. There isn’t enough information in the chapter’s background to understand what the issue is. (Complete)

**Ottawa Valley Chapter – Motion 11 (10/2/2014):**
That Research Promotion donations received after the fiscal year deadline (June 30) are assigned to the forthcoming RP campaign of the local chapter that obtained the donation.

Answer: This motion failed. If chapters send in money for checks that were written in the previous campaign but the chapter submits the money after the deadline, the donor will get credit for whichever year they want, but the chapter will not get credit for the upcoming year. This is to prevent chapters from "sandbagging" for the upcoming year. Standard accounting practices do not permit money received late to be put into the RP Campaign. (Complete)

**Quebec Chapter – Motion 12 (10/2/2014):**
That society provides a lower basic membership fee with add-ons for the handbook in paper format, for the handbook in CD format or for the handbook available on-line.

Answer: This motion failed. This has been reviewed extensively by Publishing and Education Council. It was determined that the cost of producing the CD is just as expensive as the paper version. The cost is in writing and producing the information, not reproducing it. (Complete)
Hamilton Chapter – Motion 19a (10/2/2014):
That Society to create a student LinkedIn page to provide a platform for students to interact ASHRAE

Answer: This motion was referred to the Student Activities Committee (SAC). SAC was not in support of this motion. The committee agreed that a Society level student activities LinkedIn site is not a good idea at this time. Furthermore, the consensus was that if Society decides it is appropriate to create an official LinkedIn site, then students should be included with the general membership and not relegated to a separate student’s only site. Discussion threads could then be created within the main ASHRAE site that are geared more toward students. Also, students should be able to network with professionals. (Complete)

Ottawa Valley Chapter – Motion 19b (10/2/2014):
That current requirement of funding chapter scholarships within 3 years be changed to up to 10 years.

Answer: This motion was referred to the Foundation Trustees. The Foundation Trustees approved the following motion: That the Foundation Board of Trustees change the term for chapters to fund a scholarship from three years to five years. (Complete)

Halifax Chapter – Motion 20 (10/2/2014):
That the Society “Transportation Reimbursement Policy for Chapters” (Appendix 2B), be revised to include the YEA Chapter Chairs (YCC) transportation to their Chapter Regional Conference (CRC).

Answer: This motion failed. Chapter chairs reimbursed transportation to CRC are grassroots positions and the YEA chair is not a grassroots position. An ad hoc committee on Members Council was assigned an action item to review and address the status of the YEA Committee. (Complete)

Halifax Chapter – Motion 17 (01/27/2015):
That Society provides points related to YEA experience equivalent to that of grassroots committees. The proposed change would be made available retroactively for members that had past YEA experience.

Answer: This motion was approved. The Regional Award of Merit and the Chapter Service Award tally forms were revised to include YEA. (Complete)

Halifax Chapter – Motion 21 (01/27/2015):
That Society provides a summary chapter membership report that lists the number of chapter members by member grade.

Answer: This motion was approved. A chapter aggregate report is available in the chapter reports section of the website as indicated in Motion 21 and that a video was created to assist members with shortcuts and tips in Excel. (Complete)

Halifax Chapter – Motion 22 (01/27/2015):
That Society provides a YEA Regional membership summary report that lists the number of YEA members by chapter.

Answer: This motion was approved. The summary report as indicated in Motion 22 is available in the chapter reports section of the website. (Complete)
APPENDIX - C

CHAPTER REPORTS

Region 2 Statistics Table

NB/PEI Chapter #117
Halifax Chapter #100
La Ville De Quebec Chapter #013
Montreal Chapter #014
Ottawa Valley Chapter #015
Toronto Chapter #017
Hamilton Chapter #037
London Canada #116
Windsor Chapter #141
## Region II - Statistics
### 2014-2015

<table>
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<tr>
<th>Membership Promotion</th>
<th>Halifax</th>
<th>NB-PEI</th>
<th>Quebec</th>
<th>Montreal</th>
<th>Ottawa</th>
<th>Toronto</th>
<th>Hamilton</th>
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<tr>
<td>Area Assigned Members</td>
<td>165</td>
<td>170</td>
<td>204</td>
<td>564</td>
<td>430</td>
<td>1163</td>
<td>252</td>
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<tr>
<td>Chapter dues Paying Members</td>
<td>98</td>
<td>170</td>
<td>111</td>
<td>431</td>
<td>236</td>
<td>445</td>
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<td>10</td>
<td>14</td>
<td>34</td>
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<td>51</td>
<td>33</td>
<td>97</td>
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<tr>
<td>Chapter Dues/Paying Members</td>
<td>98</td>
<td>170</td>
<td>111</td>
<td>431</td>
<td>236</td>
<td>445</td>
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<td>11</td>
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<tr>
<th>Student Activities</th>
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<tbody>
<tr>
<td># of new Students</td>
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<td>Advisor a member</td>
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<tr>
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<tbody>
<tr>
<td># of regular meetings</td>
</tr>
<tr>
<td>Average attendance</td>
</tr>
<tr>
<td># of other tech. Events</td>
</tr>
<tr>
<td># of Distinguished Lecturer used</td>
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<tr>
<td># of social events</td>
</tr>
<tr>
<td># of Refrigeration events</td>
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<tr>
<td># of chapter technology awards</td>
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<table>
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<tr>
<th>(Chapter, Region, Society)</th>
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<tbody>
<tr>
<td>Finances</td>
</tr>
<tr>
<td>Total Funds Balance</td>
</tr>
<tr>
<td>Chapter Dues/per member</td>
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<tr>
<td>Members cost of Meals</td>
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<tr>
<td>Non Member cost of Meals</td>
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| Date of Last Chapter Audit | 2014/09/01 | 2013/07/05 | 2014/05/13 | 2014/12/01 | 2015/04/24 | 2010/06/30 | 2015/07/06 | 2014/07/31 | 2015/08/17 | AUDIT IS NOTED! |
NB/PEI Chapter Activity Report
Year 2014-2015

Chapter President: Eric LeBlanc

Other Technical Events beside chapter meetings

1. Presentation by Robyn Ellis (RVC Student Activities)
2. Presentation on Refrigeration by D/L (Ronald Valourt)
3. NB Power "Smart Grid" Presentation (BOMA joint meeting)
4. Hosted ASHRAE Webcast "Existing Building Commissioning" at three local community colleges

YEA Activities

1. None

Social Events

1. Moncton Wildcats Hockey Game
2. Moncton Miracles Basketball Game

Research Promotion/Fundraising

- Chapter Goal $11,500
- Total Dollars Raised $13,375

New things implemented during the year:

1. Joint meeting with BOMA
Challenges:

1. Diner/Presentation venue challenges
2. Attracting more attendees at presentations
3. Social Events
4. Ideas for Technical Tours

Things you are the most proud of:

1. RP Campaign

What about year 2015-2016?

1. CRC 2016 Moncton Planning
Halifax Chapter Activity Report
Year 2014-2015

Chapter President: Aaron Smith

Other Technical Events beside chapter meetings
1. (see 2015-2016)

YEA Activities
1. Passive House Tour
2. Mooseheads Hockey Game
3. Sent one member to YEA Leadership Weekend

Social Events
1. Golf Tournament
2. Christmas Social
3. Habitat for Humanity Build Day
4. 50th Anniversary Sailboat Cruise/Dinner

Research Promotion/Fundraising

• Chapter Goal
  $9000

• Total Dollars Raised
  ~$9,100

New things implemented during the year:
1. Monthly Bank Statement in Mail (previously had bank book)
2. Online Banking!
3. Newsletter fully integrated into email (Mailchimp)
4. Online meeting registration (encouraging 3+ days in advance)
5. Online payment for meetings, RP and newsletter advertising
6. Hired Bookkeeper
7. Sent student to Winter Conference in Chicago
8. Dal Student Chapter
9. History Section of website enhanced
10. Energy Modeling Group Started (one meeting and online forum)
Challenges:

1. Advanced Registration for Meetings
2. Moving (some) registration and payments online
3. Coordination between bookkeeper and Treasurer (was 1 person before)
4. Winter weather

Things you are the most proud of:

1. 50th Anniversary Event
2. Restarted Dal Student Chapter
3. Hosted 2 DL’s
4. Habitat for Humanity build day
5. Golf Tournament
6. Online option for chapter fees (meetings, RP, advertising)

What about year 2015-2016?

1. Many members have same role on executive!
2. Help develop new Student Branch
3. Continue work on History section of Website
4. Host ASHRAE HVAC Design Course?
5. Bring DL to CaGBC event in Newfoundland
6. Continue Work on GGAC activities – Building Energy Disclosure
8. Assist President-elect prepare for transition to President.
9. Move all meetings to lunch to increase meeting attendance
Quebec City Chapter Activity Report
Year 2014-2015

Chapter President : Moïse Gagné, ing.

Other Technical Events beside chapter meetings

1. ASHRAE Quebec Symposium
2. Technical tour – Université Laval’s Heating Plant
3. Many many events for student branches
4. Webcast

YEA Activities

1. Technical tour – Université Laval’s Old Heating Plant
2. Technical tour – Université Laval’s New Heating Plant

Social Events

1. Golf tournament and cycling event
2. Contech Expo booth (2 technical presentations)
3. Members’ cocktail (presentation of financial status and the BoD)
4. Christmas Dinner (BoD)
5. ASHRAE presentation – 5@7 – Cegeps of Jonquière, Limoilou and Rimouski and Université Laval

Research Promotion/Fundraising

- Chapter Goal $18,700
- Total Dollars Raised $21,418

New things implemented during the year:

1. Two new student branches (Rimouski & Université Laval)
2. Reactivation of two student branches (Limoilou and Jonquière)
3. New mass mailing system (Mail Chimp – Complying C28 Bill)
4. New partnership with VoirVert
5. New location for the monthly meetings
Challenges:

1. Loosing members
2. Loosing golf tournament participants and sponsors
3. Having to replace our webmaster during the year
4. Loosing our major sponsor for the technical symposium

Things you are the most proud of:

1. Increasing of student members (115 new student members)
2. 20 to 30 students coming every monthly meeting
3. New scholarship (500$) per student branch (4)
4. Chapter sending a YEA member to the YLW
5. New technical symposium formula (without a major sponsor)
6. 2750 $ invested in endowment and scholarship goal
7. Having a voting member on TC 9.10
8. 1st position for the PAOE (Region II) and 8th position overall!
9. Voting a negative budget to invest in our members

What about year 2015-2016?

1. Making Connections 😊
2. Increasing our Area Assign Member count
3. Getting more people on the BoD (stability for the comities)
4. Keeping the 4 student branches active
5. Broadcasting our monthly meeting in Rimouski and Jonquière
6. Keeping on giving back to our members
7. Having consulting firms more implicated (approaching all major ones)
Montreal Chapter Activity Report
Year 2014-2015

Chapter President : Jean-Gabriel Joannette

Other Technical Events beside chapter meetings

3. ASHRAE Montreal Seminar – Club St-James, Montreal - with the theme of sustainability. 6 presenters (6 case studies and 2 technical sessions) (March 16, 2015). Event done without any sponsors (133 attendees)
4. Technical tour of Gaz Metro’s liquefaction, storage and regasification (LSR) plant (Student’s activities event) (Oct 30, 2014) – 20 attendees maximal capacity
5. Technical conferences given during our ASHRAE Career fair at Ecole Polytechnique de Montreal (Feb 18, 2015)

YEA Activities

1. Technical tour – Pavillon President Kennedy of Quebec University in Montreal followed by a Hockey night (#1) at a local pub, McKitbins Irish Pub (Oct 16, 2014) – 20 attendees maximal capacity.
2. Hockey night #2 at a local pub, Bier Markt (Feb 26, 2015)
3. Technical visit of Saputo Distribution Center (April 16, 2015) followed by a cocktail at a local pub, Miss Villeray.

Social Events

1. Golf tournament combined with cycling. Members had to choose which activity they wanted to do (June 2, 2015 – Lachute Golf Club) - 215 golfers and 28 cyclists
2. Member’s night out – Lion d’Or (Theme of circus – May 1, 2015) - 77 attendees
3. YEA activities (3 happy hours)
4. Volunteers Christmas dinner (December 8, 2014 at Restaurant Bitoque) – 40 volunteers attended

Research Promotion/Fundraising

- Chapter Goal $29 000
- Total Dollars Raised $30 916

New things implemented during the year:

1. Joint venture with CETAF (Forum - Refrigeration)
2. Scan Montrealers for archiving and for presentation on the website
3. New chapter investment program using the budgetary surplus.
Challenges:

1. Having the chairs of each committee present at each meeting
2. Tried to make the joint venture with BOMA
3. Maintain the program quality during this year
4. Selling out the golf tournament

Things you are the most proud of:

1. The year with the highest assistance to our monthly meetings, total of 1313 attendees. An average of 164 per meeting. This shows that our program was strong again this year.
2. Short BOG meetings (always less than 1 hour)
3. Scan all Montrealers
4. Forum – Refrigeration a joint venture with CETAF successful
5. New student branch at McGill University
6. Involvement of more than 50 volunteers working with the BOG
7. High students and Student activities committee involvement

What about year 2015-2016?

1. Goal: Not having any committee that has only 1 individual.
2. Joint venture with BOMA (local Building owners and managers association). A whole day on technical problems, maintenance, Cx in buildings.
3. Improving our website (development of a new interactive section of website including electronic version (2.0) of chapter’s newsletter Montrealer).
4. Organizing another very interesting ASHRAE Montreal Seminar with the theme of sustainability.
5. Build a dynamic refrigeration committee that will last more than just one year.
Ottawa Valley Chapter Activity Report
Year 2014-2015

Chapter President: Georges Maamari

Other Technical Events beside chapter meetings

1. Seminar: Hydronic Pumping System Design Part 1
   1. Nov. 12th - full day seminar geared to consultants to understand the fundamentals of hydronic pumping systems.

   1. March 4th - full day seminar geared to consultants to understand the fundamentals of hydronic pumping systems.

3. Tour of Nortec Humidity Facilities
   1. September meeting was held at the Nortec Facility.

4. Hosted ASHRAE Webinar

YEA Activities

   1. 17 attendees

2. February 26th 2015: TailGators Sports Bar & Pool Hall
   1. 13 attendees

Social Events

1. Stroke Play Golf Tournament
2. Bowling Social
3. Curling Bonspiel
4. Career Fair
5. Scramble Golf Tournament

Research Promotion/Fundraising

- Chapter Goal $25,000
- Total Dollars Raised $38,946

New things implemented during the year:

1. Change RP chair from past-president to president-elect.
2. Executive meetings held every 2 months to discuss chapter 3 year plan.
3. Voted and agreed to a long term plan to establish chapter scholarship.
### Challenges:

1. Low attendance at hosted Webinar.
2. Forcing pre-registration for monthly meetings.
3. Attendance at monthly meetings declined approx. 3 members.
4. Last minute speaker cancellation.
5. Having all Governors, Executive Members, and Committee Chairs attend monthly meetings.

### Things you are the most proud of:

1. Venue – food quality
2. Chapter Director
3. Financial status
4. Program quality
5. Research promotion accomplishments
6. Work towards scholarship fund
7. Attendance at social events

### What about year 2015-2016?

1. Focus on showcasing projects around the city, to include tours and technical sessions.
2. Plans in place for two technical seminars.
3. continuation of social events.
4. Tour of local contractor’s manufacturing facility (Dilfo Sheetmetal), and equipment manufacturers (Seresco).
5. Tour of Bank of Canada Head Office.
6. Many new incoming committee chairs.
Toronto Chapter Activity Report
Year 2014-2015

Chapter President: Glenn Kilmer

Other Technical Events beside chapter meetings
1. IAQ Seminar by William Bahnfleth, NOVEMBER 3, 2014
2. Commissioning Seminar, six topics presented, MARCH 2, 2015

YEA Activities
1. Annual YEA Pub Night, NOVEMBER 13, 2014
2. ASHRAE Promotion Presentation at Ryerson, APRIL 8, 2015
3. ASHRAE Lunch & Learn, Aquila Group, APRIL 16, 2015
4. ASHRAE Lunch & Learn, Smith + Andersen, APRIL 30, 2015
5. YEA Social on the Esplanade, MAY 4, 2015

Social Events
1. Decemberfest, Wayne Gretzky's & Second City, DECEMBER 1, 2014
2. Career Fair, Sheridan College, MARCH 11, 2015
3. Annual Golf Tournament, JUNE 15, 2015

Research Promotion/Fundraising

• Chapter Goal $34,000

• Total Dollars Raised $35,895

New things implemented during the year:
1. Lunch & Learns promoting ASHRAE through YEA Committee at Consulting Engineering Offices.
2. Hosted a Cycling Tour at the same time as the Golf Tournament to engage non-golfers
App-C06-Toronto

Challenges:

1. Getting tours organized
   1. Our CTTC Chair did a great job but left the industry in February. We have started a new Volunteer Committee working with the President-Elect to better keep track of members seeking to volunteer on committees.

2. Continue to see weak attendance from Consultants.
   1. Implemented a “Lunch and Learn” Style ASHRAE Promotion program aimed at Consultants through the YEA Committee.

3. Converting Society assigned members to Chapter members.
   1. Near the end of the year we implemented a new strategy with our admin staff to assist the MP Chair in reaching out to Society Assigned members.

Things you are the most proud of:

1. Career Fair
2. Commissioning Seminar
3. YEA lunch and learns to consultants
4. Student participation, Toronto now has 7 student branches.

What about year 2015-2016?

1. Going to try out a new joint industry trade show in October with the Toronto Sheet Metal Association.
2. Continue with the success of the career fair & commissioning seminar.
3. Continue the effort to increase our number of volunteers.
037 Hamilton Chapter Activity Report Year 2014-2015

Chapter President: John Molnar

Other Technical Events beside chapter meetings
1. Nickel Brook Brewery Refrigeration Tour, Burlington, ON

YEA Activities
1. Pub Night

Social Events
1. Christmas Dinner

Research Promotion/Fundraising

- Chapter Goal $8,500
- Total Dollars Raised $6,755

New things implemented during the year:
1. SimpleSignUp
2. New Website
Challenges:

1. Holding volunteers accountable for their position duties.
2. People in exec moving out of the territory.
3. Participation from young consultants.
4. Golf cancellations

Things you are the most proud of:

1. First year to have every executive position filled! (Succession)
2. Great planning committee.
3. Hosting in Hamilton.
4. Sponsorship of YEA and Students

What about year 2015-2016?

1. PAOE Goals, challenging each exec to max out their points.
2. Executive Shuffle, split webmaster & newsletter editor position.
London Chapter Activity Report
Year 2014-2015

Chapter President: Jordan Foster

REGION II 2015 CRC Hamilton
CHAPTER 116

Other Technical Events beside chapter meetings

1. January 2015 – Western University Student Tour of Engineering Building

YEA Activities

1. October 2014 – Hamilton/London Ultimate Frisbee (London came out on top, anyone want to challenge the Region II champions in 2015/2016)
2. November 2014 – Bowling and Pub Night

Social Events

1. September 2014 – Golf Social (Prior to first meeting)
2. December 2014 – Holiday Cheer Social

Research Promotion/Fundraising

- Chapter Goal $12,500
- Total Dollars Raised $13,190

New things implemented during the year:

1. Electronic picture frame to display historical chapter pictures at Chapter meetings/CRC
2. New chapter email service
3. Expanded the use of Paypal for accepting chapter meeting/golf tournament registrations
Challenges:

1. Membership Delinquent’s – Make delinquent follow-up a priority
2. Achieving Research Promotion Goal – A large percentage of the money raised was received in June with a significant amount of effort

Things you are the most proud of:

1. Golf Tournament Success
2. Open Panel Discussion Chapter Meeting
3. ASHRAE Webcast Attendance
4. New YEA BOG participants
5. Chapter History converted to electronic and uploaded to Chapter website

What about year 2015-2016?

1. Approach members/companies earlier for Research donations
2. Send “early bird” offer letter to membership to encourage participation
3. Joint Meeting with AIA, PEO
Windsor Chapter Activity Report
Year 2014-2015

Chapter President: Sara Palmer

Other Technical Events beside chapter meetings
1. None

YEA Activities
1. Unfortunately, no YEA activities were held in the past calendar year. A social bowling night back in May was sent out invites to both student ASHRAE and YEA members, but due to an overall lack of interest, it was cancelled.

Social Events
1. Golf Tournament
2. December Christmas Social

Research Promotion/Fundraising

- Chapter Goal
  $6,800

- Total Dollars Raised
  $4,800

New things implemented during the year:
1. Full Circle Participation in Research Donations
2. Phone call committee
Challenges:

1. Adding new Board Members
2. BOG meetings attendance
3. Chapter President lived in Toronto, chaired (1) meeting

Things you are the most proud of:

1. Despite 56 Society members we are still able to get a full Executive
2. Successful Golf Tournament. This Event brings in the majority of our Revenue for the year.

What about year 2015-2016?

1. #1 Goal for this year is to set-up a Chapter Website
2. Continue with Technical Tours
3. Better strategy to attract more people to Monthly Meetings
4. Attract new members, better membership promotion
5. Strive to achieve Par for PAOE Points
Appendix - D

RVC REPORTS

History
Grassroots Government Activities (GGAC)
Membership Promotion (MP)
Chapter Technical Transfer (CTTC)
Research Promotion (RP)
Student Activities (SA)
Young Engineers In ASHRAE (YEA)
Historical Report for Region II CRC
Hamilton Ontario
August 22nd 2015
Business Meeting No. 2
8:30am in the Heritage Room

First of all I have something rather disturbing to show you...

Those of you having a weak disposition may want to avert your gaze...
Prior to 2006, Ontarians used to put all of their significant empties in here
Now we have to lug our empties to the Beer Store to get our 10¢ and 20¢ deposits back.

For the 2015-2016 ASHRAE Year, I am pledging to donate all of my reclaimed deposits to ASHRAE Research...

Will YOU also make this pledge?
History goals for the 2015-2016 ASHRAE Year:

• Post Historical stuff on websites
• Build Digital Stories (more later)

PAOE for this past year

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<th>Chapter #</th>
<th>Chapter Name</th>
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<th>07 to 08</th>
<th>08 to 09</th>
<th>09 to 10</th>
<th>10 to 11</th>
<th>11 to 12</th>
<th>12 to 13</th>
<th>13 to 14</th>
<th>14 to 15</th>
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</tr>
</tbody>
</table>

Par=300 # at or > par 5 7 5 5 8 8 8 8

Ottawa Valley & London tie at 600 each
My work on the Electronic Communications Committee has involved creating the “Best Practices for Chapter Websites” document.

Region IX has just approved a Motion to allocate specific PAOE Points for website compliance. It will now be heading to the PAOE Committee for review.

Society President-Elect Timothy Wentz already supports this Motion.

### Historical PAOE Point Entry Form

**Historic RVC Assigns 200 Points Max**

<table>
<thead>
<tr>
<th>POINTS RELATED TO EFFICIENT CONDUCT OF CHAPTER ACTIVITIES</th>
<th>YEAR-TO-DATE</th>
<th>NEW POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>For digitizing complete chapter historical archives posting on the chapter website and/or electronic storage and updating annually, including a mixture of meeting minutes, monthly newsletters, listing of chapter executive inventory of historic facts and memorabilia.</td>
<td>150</td>
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<tr>
<td>For each leadership recall interview version must be submitted to RVC before the next CRC</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>For each history of a system, standard, person, event or a company significant to the Chapter’s history (Society Gold Ribbon Award)</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For chapter historical display or CRC (updated annually or new display)</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For creating a chapter timeline with annual updates adding previous year events and posting on the chapter website and/or electronic storage</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For program on history as all or part of a monthly chapter meeting</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For identifying and documenting any heating, ventilation or air-conditioning plant, systems or buildings of historic interest to ASHRAE members. (See criteria in Note below)</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For each interview with Fellow ASHRAE member</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>For inviting Life members to one of the monthly chapter meetings</td>
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</tr>
<tr>
<td>For publishing articles on chapter, company or member history in chapter newsletter. Society publication or chapter website</td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

**Regional Historian Assigns:**

- For incoming Chapter Historian attending the CRC workshop: 100 points maximum
- For a chapter historian holding the position for a second and third year: 100 points maximum

**Total Points:** 550
I have presented a Motion at this CRC to allow History RVC's to allocate specific BONUS PAOE Points to Chapters for achievement and/or improvement.

Society President-Elect Timothy Wentz already supports this Motion.

Spotlight Biographies:

- Where we are now
- Where we should be going
Typical current Biography:

Spotlight on Lan Chi Nguyen Thi (Weekes)

Spotlight on Lan Chi Nguyen Thi
Chapter President 2001-2003

Saigon, 20 April 1975:
The war in Vietnam ended today as the government in Saigon announced its unconditional surrender to the Vietcong.
The President, Nguyen Van Thieu, who has been in office for just three days, made the announcement on radio broadcast to the nation early this morning. He asked his forces to lay down their arms and call on the Vietcong to halt all hostilities.

In a direct appeal to the Communist forces, he said: "We are here to hand over to you the power in order to avoid bloodshed."

Lan Chi Nguyen Thi was born in Saigon on 31 March 1945, and she has two younger brothers, Nguyen Dinh Hiep (born March 1947), and Nguyen Dinh Dau (born May 1947). Her parents were both teachers at that time, her father Nguyen Than Thy was teaching math, while her mother Nguyen Thanh Lan taught French. Thi's family was fairlyopposed to the war. Lan Chi's social status and family background were considered a contamination for the Communist forces. By the age of 18, she was a school and very successful at her studies, but she was not allowed to matriculate at the University of the Arts as the 1950s were not an option. By the time the war ended, she was 26 and far more aware of the troubles with the North, although she did not remember being traumatized by the war because it was mainly affecting other areas of the country.
KEEP CALM AND POST STUFF

HISTORICAL REPORT CRC HAMILTON 20150822 - R.S. POTTER RVC HISTORY
Chapter Visits and Chapter Visit Highlights

1. Toronto
   - Big committee, a lot of interest.
   - Lots on the go and attended some BOG and GGAC mtgs
2. Hamilton
   - Attended BOG mtg
   - Small chapter trying to get it all done
3. Halifax
   - 50th anniversary
   - Meeting with local gov’t official fall thru

Chapter Highlights

1. Windsor – have chapter chair, updated list
2. London – changed chairs after CRC. Updated contact list. Did presentation “What is ASHRAE?” for chapter. Chapter articles BEQ, benchmarking
3. Hamilton - have chapter chair and updated contact list
4. Toronto- active. Multiple people on committee. Updated list. Few BEQ presentations, legislation for energy benchmarking and reporting; legislation for min equipment eff stds, organizing beq training for fall. Presentations to consultants and university. Newsletter articles
5. Ottawa- 2nd yr chair. Updated list. Meeting with OEE, PWGSC, Agri Canada, ministry of energy on cold climate

Communication with the chapters

- CRC training
- E-mail
- Web meeting
- Chapter visits

New things implemented during the year:

1. Best practice sharing
2. E-mail updates
3. Webinar
Challenges:

1. Feedback from chapters
2. Trying to match up claimed points with what is reported
3. Different levels of engagement
Chapter Visits and Chapter Visit Highlights

- 2 of 2 planned visits completed: Montreal and Ottawa
  - 0 of 2 Chapters had an agenda prepared for my RVC visit other than attending dinner.

Chapter Highlights

- Year-to-date net growth: -1%
- Percent of goal: 97% (goal this year is 2.5%)
- 7 of 9 Chapters did not reach their goal
- 2 of 9 chapters did not reach PAGE minimum.
- 4 of 9 chapters did not reach PAOE par.
- Montreal achieving MBO of Grade Advancements (approx. 3% of membership)

- Montreal Chapter was very active in MP events and innovations; excellent work to be congratulated. Some challenges they faced otherwise were:
  - 72 members pay just Chapter dues (to receive chapter benefits) and are not actual Society members.
  - Chapter dues paid directly to the Chapter are tax deductible and are paid in Canadian funds (but not when paid through Society at the same time as their membership)

Communication with the chapters

- RVC communications with chapter MP Chairs:
  - Email newsletters: 3 (January 23rd, May 14th, May 22nd)
    - 2 of 9 MP Chairs have moved without notice of new contact info
  - Phone interviews: 1 (Week of June 22nd)
    - 3 of 9 MP Chairs responded to the call
  - Spring reporting: 1 of 9 chapters submitted/communicated spring reports
  - Chapter Newsletters: 3 of 9 chapters copy RVC on monthly newsletters
  - Year-end Interviews: 3 of 9 chapter chairs completed phone interviews with RVC

New things implemented during the year:

- Focused workshop
- Clear expectations
  - MBOs
  - December and May reports
- Better communication
  - Reporting
  - Teleconference
Challenges:

- Receiving feedback or responses from Chapters. Email communication solicits minimal responses, so do voice messages.
REGIONAL ACTIVITIES
1) See attached table for regional statistics by chapter as of the end of June 2015. Highlights include:
   a) Year-to-date net growth: -1%
   b) Percent of goal: 97% (goal this year is 2.5%)
   c) 7 of 9 Chapters did not reach their goal
   d) 2 of 9 chapters did not reach PAOE minimum.
   e) 4 of 9 chapters did not reach PAOE par.
   f) Montreal achieving MBO of Grade Advancements (approx. 3% of membership)
   g) NB/PEI Chapter paid for their student memberships, which have now cancelled and so are showing a net loss of 87%. Not sure if this is an annual ritual.
2) Attended Region II Regional Planning April 18th.
3) Chapter visits: 3 of 3 planned visits completed: Montreal, Ottawa, Halifax
   a) 0 of 3 Chapters had an agenda prepared for my RVC visit other than attending dinner.
4) RVC communications with chapter MP Chairs:
   a) Email newsletters: 3 (January 23rd, May 14th, May 22nd)
      i) 2 of 9 MP Chairs have moved without notice of new contact info
   b) Phone interviews: 1 (Week of June 22nd)
      i) 3 of 9 MP Chairs responded to the call
CHAPTER CONTACT
1) Spring reporting: 1 of 9 chapters submitted/communicated spring reports
2) Chapter Newsletters: 3 of 9 chapters copy RVC on monthly newsletters
3) Year-end Interviews: 3 of 9 chapter chairs completed phone interviews with RVC

CHAPTER HIGHLIGHTS
1) Montreal Chapter was very active in MP events and innovations; excellent work to be congratulated. Some challenges they faced otherwise were:
   a) 72 members pay just Chapter dues (to receive chapter benefits) and are not actual Society members.
   b) It’s their opinion too many renewal notices are sent by Society.
   c) Chapter dues paid directly to the Chapter are tax deductible and are paid in Canadian funds (but not when paid through Society at the same time as their membership)

CHALLENGES
1) Receiving feedback or responses from Chapters. Email communication solicits minimal responses, so do voice messages.

Regards,

Mark Lawrence
RVC for Region II MP
## MEMBERSHIP DATA

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## STUDENT DATA

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<td>467</td>
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RVC CTTC Activity Report
Year 2014-2015

RVC: Chris Fudge

Chapter Visits and Chapter Visit Highlights

1. Toronto
   - Visited Toronto Chapter and Survived February Storm
   - Excellent program that evening.
   - Some interest in technology awards from those in attendance
   - Many members in Toronto embracing ASHRAE Certifications and promoting ASHRAE outside of regular members.
   - Districts 2030
2. Quebec City
   - Student presence at meeting was very strong.
   - Innovative ideas to increase exposure of ASHRAE program to students.
   - Students actively involved in evening program

Chapter Highlights

1. Excellent use of DL (Distinguished Lecturers) program by chapters. Several multi-chapter visits. Halifax chapter grabbed additional allocation from common pool.
2. Many chapters ran very strong programs this year.
3. London chapter hosted 2 DL visits and had some excellent programs this year. Congrats Mike Piluk.
4. Quebec city had very high program attendance fueled through outreach to students. Future looks very good for Quebec City Chapter.
5. Montreal did an absolute fantastic job in many different areas. They have a big team of very dedicated volunteers.
6. Halifax Chapter 50th Anniversary. My wife’s B-Day!

Communication with the chapters

- Extremely grateful to strong group of CTTC Chairs, who took time to speak to me and respond to emails.
- Had two or more phone calls to discuss progress and review with several chairs. Some chairs in regular communication by emails and phone.
- Very lucky to have such a dedicated group of people.

New things implemented during the year:

1. District 2030 Toronto Contact
2. IAQA Toronto (Indoor Air Quality Association) Contact
3. Regional Speakers Data Base. Many Chairs have responded.
4. New Refrigeration Award in Honor of Donald A. Siller. Replaces the R in ASHRAE Award. Recognizes exceptional performance by a Chapter Refrigeration Chair for planning activities and transfer of technology.
5. Hope to visit Hamilton, Windsor and London Chapters.

Challenges:

1. The CTTC Chairs made this year an absolute pleasure.

THANK YOU TO ALL REGION 2 CTTC CHAIRS!
Chapter Visits and Chapter Visit Highlights

1. Halifax Chapter
2. NB/PEI chapter
3. Montreal Chapter

I was well received by each chapter. I attended the BOG meetings in all cases and was able to address the members for a few minutes during the dinner event.

Chapter Highlights

1. New record for Region II: $176,316.00
2. OVC knocked it out of the park with $38,946.00, which is the highest amount any chapter in Region II has on record.
3. 4 chapters achieved High Five: OVC, Toronto, London and NB/PEI
4. NB/PEI has gotten their highest donor to date: $1,500 from Energie NB Power

ASHRAE RP ….$2,520,131.00….new all time high for Society.

Chapter Highlights

<table>
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<tr>
<th>CHAPTER</th>
<th>Goal</th>
<th>Final</th>
<th>% of goal</th>
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<td>$ 38,946.00</td>
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<td>NB/PEI</td>
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<td>$ 14,735.00</td>
<td>128.1 %</td>
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<td>Quebec City</td>
<td>$ 18,700.00</td>
<td>$ 21,418.00</td>
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<td>Halifax</td>
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<td>Windsor</td>
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<td>TOTAL</td>
<td>$155,000.00</td>
<td>$ 176,316.00</td>
<td>113.8%</td>
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</table>

Communication with the chapters

- Very good communication from certain chapters as I was kept in the loop with the progress of the campaign and was copied on most emails to Society.
- Chapters with good communication:
  - NB/PEI (Robert Hoadley)
  - OVC (Georges Maamari)
- Some chapters were just sending the money and did not keep me up to date unless I asked.
- Some chapters rarely returned my phone calls

New things implemented during the year:

1. Difficult to say, as this was my first year as RVC… and RP.
2. Ask me again next year!

Ideas for 2015-2016 campaign:

- Focus on new donors the first part of the year
Challenges:

1. Getting RP chairs engaged, especially after a presidential year. Perhaps most chapters should consider how OVC elects their RP chair.
2. Training from Society on how the funds are used and how a project is chosen for RP is insufficient. The RP chairs should know.
3. Getting the chapters start their campaign earlier.
Chapter Visits and Chapter Visit Highlights

1. Halifax
   - Dalhousie Visit - classroom talks and meetings with faculty
   - BOG meeting & Dinner meeting

2. Moncton
   - Visited 2 Colleges for classroom talks, attended BOG meeting
   - Speaker on Facilities Management at the Dinner meeting
   - Featured in the Herring Choker

3. Hamilton
   - Attended select BOG meetings and dinner meetings
   - Planning meetings for CRC

Chapter Highlights

1. Quebec Chapter: 2 new student branches.
2. Toronto Chapter: 2 new student branches (Centennial, Lakehead), design comp, career fair, Ryerson’s Navid Ekrami received ASHRAE Graduate Student Grant, etc.
3. Halifax is very close to starting a student branch at Dalhousie.
4. Honorable mention: Montreal Chapter – high scoring with PACE.

Communication with the chapters

- Email (primary), including questions & deliverables
- CRC
- Individual phone calls
- Society meetings
- Centralized training
- Next year will organize a few conference calls

New things implemented during the year:

1. Meeting with Faculty (RVC meetings with Dalhousie & McMaster + SA chair meetings with faculty)
2. Alignment of long term goals and RVC visit reports (see ex. below)
3. Centralized training in SA

Challenges:

1. Communication with Faculty & getting commitment and continuity from them – faculty meetings were beneficial
2. Keeping the connection with the SA chairs & regular reporting (conference calls will be helpful next year)
3. K-12 Activities
4. Time commitments and priority focus with so many SA goals
Chapter Visits and Chapter Visit Highlights

1. Hamilton
   • Two visits were planned for the day to meet potential new members at their offices.
   • Dinner meeting was at the university, so it allowed for a lot of students. I was able to
     promote the Smart Start program to those future YEA members.

2. Québec
   • The chapter had a budget to send a YEA to the YLW but did not use it the previous
     year. I encouraged them to use it and they did in the spring.
   • About a third of the attendees were YEA members at the dinner.

3. Montréal
   • We held a session before dinner to promote YEA activities at chapter, regional and
     society level with MP.

Chapter Highlights

1. Ultimate Frisbee game between the London and the Hamilton chapter
2. A lot of technical tours
3. A lot of happy hours
4. A lot of hockey nights
5. A lot of participation from chapter to pay the travel and registration fees
   to send someone to the YLW (Montreal, Quebec, Toronto, London, Hamilton etc. What about Windsor, NB/IPE, Halifax and Ottawa ?)

Communication with the chapters

- I send a lot of email, but I don’t always have a follow up on their events
  and activities…
- I would like to have a two way conversation

New things implemented during the year:

1. I sent a lot of email about Society programs so that they would be
   aware of what is going on
2. I reserved a couple of spots for chapters at the different YLW in
   order to help chapters take the time to select participants

Challenges:

1. Feedback from chapter
2. Motivate chapter chairs
3. Increase the number of YEA members / participation
## REVENUE

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### TOTAL REVENUE

$76,931.00

## EXPENSES

### Hotel

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**Hotel Expenses**

- **Total:** $40,190.54

**Entertainment**

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**Entertainment Expenses**

- **Total:** $12,980.00

**Hospitality**

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**Hospitality Expenses**

- **Total:** $2,400.00

**Companion**

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<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>Companion Tour #1: Wine Tasting &amp; Lunch @ Magnetic Hill</td>
<td>25</td>
<td>$40.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>21</td>
<td>Companion Tour #1 Transportation</td>
<td>1</td>
<td>$900.00</td>
<td>$900.00</td>
</tr>
<tr>
<td>22</td>
<td>Companion Tour #2: Hopewell Rocks</td>
<td>24</td>
<td>$6.50</td>
<td>$155.94</td>
</tr>
<tr>
<td>23</td>
<td>Companion Tour #2 Transportation</td>
<td>1</td>
<td>$1,921.00</td>
<td>$1,921.00</td>
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</tbody>
</table>

**Companion Expenses**

- **Total:** $3,976.94

**Administrative**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
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<tbody>
<tr>
<td>24</td>
<td>Telephone</td>
<td>1</td>
<td>$0.00</td>
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- **Total:** $0.00
## App-E01-CRC 2016 Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRC 2016 Promotional Materials: Shirts</td>
<td>20</td>
<td>$30.00</td>
<td>$600.00</td>
</tr>
<tr>
<td>Printing/Photocopying (Name Tags, Tickets, Itineraries, etc.)</td>
<td>1</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Signs and Placards</td>
<td>1</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Audio Visual</td>
<td>1</td>
<td>$3,863.18</td>
<td>$3,863.18</td>
</tr>
<tr>
<td>Office Supplies, handouts, Postage, Registration Desk</td>
<td>1</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Registration Website Set-Up</td>
<td>1</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Secretary Fee</td>
<td>1</td>
<td>$800.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>Banking Fees</td>
<td>18</td>
<td>$2.95</td>
<td>$53.10</td>
</tr>
<tr>
<td>Paypal Fees - Will do by cheque</td>
<td>1</td>
<td>$1,768.20</td>
<td>$1,768.20</td>
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<tr>
<td>Photography</td>
<td>1</td>
<td>$500.00</td>
<td>$500.00</td>
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<tr>
<td>Welcome Party Wine (CRC 2017 - Montreal)</td>
<td>1</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Repayment of CRC 2016 Seed Money From Chapter</td>
<td>1</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>1</td>
<td>$161.05</td>
<td>$161.05</td>
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</table>

**Administrative Expenses**

**Extraordinary**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dignitary and Regional Gifts</td>
<td>1</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>DRC Accommodations - Three Nights in Signature Suite</td>
<td>3</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>DRC Registration (Full)</td>
<td>2</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Dignitary Dinner - Region II and ASHRAE</td>
<td>1</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

**Extraordinary Expenses**

**TOTAL EXPENSES**

**NET INCOME (LOSSES)**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Page 3 of 3
CRC 2016 MONCTON NB  
ASHRAE NB / PEI  
AUGUST 26 – 28 / 2016

CRC Moncton Planning Committee:  
Dan Boudreau – General Chair  
Gerry Waselynchuk – CRC Honorary Chair  
Sharlene Innes – CRC Treasurer  
Mike Boudreau – Webmaster  
Dwight Scott – CRC Planning Committee Secretary  
Luc Dugas – Sponsorship Chair

Region II CRC 2016

OUTLINE:
1. Hotel Information  
2. Transportation to Moncton  
3. Transportation from Airport  
4. Companion Tour Options  
5. Entertainment  
6. Other Things to see and do while in Moncton  
7. Questions?

HOTEL DETAILS:
• RATE $149.00 plus tax  
  Single or Double Rate, $20 for additional person over 19  
• Hotel Rate Reserved for 3 days before CRC and 3 Days after.

Hotel Parking:  
$12.95 self parking for 24hrs  
$16.95 Valet Parking for 24hrs  
Hotel Website:  
www.deltahotels.com/hotels/delta-beausejour-hotel

By Air:
• Air Canada:  
  5 daily flights from Toronto  
  4 daily flights from Montreal  
  1 daily flight from Ottawa  
• WestJet:  
  1 daily flight from Hamilton  
  1 daily flight from Toronto  
• Porter:  
  1 daily flight from Toronto / Ottawa  
• By Train Via Rail  
  3 weekly trips eastbound and westbound  
• By Bus:  
  2 daily trips westbound  
  3 daily trips eastbound

TRANSPORTATION TO MONCTON
Region II CRC 2016

TRANSPORTATION FROM AIRPORT
BY TAXI: Approximately a $20.00 cab ride from the airport to the hotel

COMPANION TOUR OPTIONS
• Magnetic Hill Winery

COMPANION TOUR OPTIONS
• Hopewell Rocks, Home of the World’s Highest Tides

ENTERTAINMENT
• https://youtu.be/X3wTFd2YTUk

THINGS TO DO IN MONCTON AND SURROUNDING AREA
• Cycling or Hiking on miles of trails around the city
• Parlee Beach
• Centennial Park
• Fundy National Park
• Bore Park, Witness the Tidal Bore
• Several Excellent Golf Course Surrounding Moncton
• Resurgo Place - Moncton Transportation Discovery Center
• Casino New Brunswick

Dan Boudreau, CRC Moncton 2016
General Chair
Office: 506-857-8880
Cell: 506-869-0013
Email: dboudreau@mcw.com
THANK YOU!

QUESTIONS??
ASHRAE Honors and Awards Ceremony

Region II – CRC Hamilton
Date: Saturday August 22, 2015

CTTC ALLEN HANLEY PLAQUE FOR THE BEST CTTC CHAPTER CHAIR

- This award has been presented since 1997 and is in memory of an outstanding Montreal ASHRAE member who was involved in many ASHRAE technical activities. The award is selected by the Region II Regional Vice-Chair of the Society CTTC Committee and is based on a number of factors.

Award Recipient: Montreal Chapter - Nicholas Lavalliere

CTTC ALLEN HANLEY PLAQUE FOR THE BEST CTTC CHAPTER CHAIR

- Chapter Star Program: Quebec Chapter - Xavier Dion-Ouellette

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

- At first glance, the projects in a category where there are two projects or less pass if criteria’s and quality are adequate.
- Second, if more than two projects are competing in the same category, a change of category is privileged to keep as many contestants in the Region, and therefore at Society.
- Finally, judging is made on projects still in competition in the same categories to determine which are selected for submission in the Region II competition. Rejected projects, if they are of sufficient quality, may be resubmitted the following year. Note that in case of such a competition, the CTTC Regional Vice-Chair will evaluate applications along with an ad hoc committee made of Regional Officers.

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

The list below represents all of the projects submitted to the Regional competition:

<table>
<thead>
<tr>
<th>Submission</th>
<th>Chapter</th>
<th>New</th>
<th>Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oil transfer and recycling centre for ammunition (R-17)</td>
<td>Industrial Plants</td>
<td>Montreal</td>
<td>X</td>
</tr>
<tr>
<td>H2Mate Car Fuel Station</td>
<td>Educational Facilities</td>
<td>Montreal</td>
<td>X</td>
</tr>
<tr>
<td>Kempt County Academy</td>
<td>Educational Facilities</td>
<td>Ottawa</td>
<td>X</td>
</tr>
<tr>
<td>Orillia Health Office</td>
<td>Commercial Buildings</td>
<td>Orillia</td>
<td>X</td>
</tr>
<tr>
<td>Orillia / Area Tower</td>
<td>Residential Multi Family</td>
<td>Orillia</td>
<td>X</td>
</tr>
<tr>
<td>St. Patrick’s House of Orillia</td>
<td>Health Care Facilities</td>
<td>Orillia</td>
<td>X</td>
</tr>
</tbody>
</table>

MEMBERSHIP PROMOTION AWARDS

The two awards consist of a certificate for the chapter membership promotion chair and a ribbon for the banner.

The chapter with the highest PAOE points receives the BLUE ribbon and the runner up a RED ribbon.

Green Ribbon Award: honours the chapter with the greatest percentage of online transactions for new and renewing members in honour of sustainability.
MEMBERSHIP PROMOTION AWARDS

- **Blue Ribbon**: Halifax Chapter – Chris Theriault
- **Red Ribbon**: Montreal Chapter – Marc-André Ravary
- **Green** (most online transactions) – Hamilton Chapter – Mike Krewski

RESEARCH PROMOTION AWARDS

**Hayward Murray RP Trophy – Regional Award**

This is a regional award and is named after the individual who initiated the paperwork to form a Canadian corporation called ASHRAE Research Canada (ARC) so businesses in Canada would have the same opportunity as in the USA for using their investment as a tax deduction.

**Hayward Murray RP Trophy Regional Award Recipient**

Ottawa Valley Chapter – Georges Maamari

RESEARCH PROMOTION AWARDS

- **Top Five RP Award** - This is a Society-wide competition involving all Chapters in 14 regions world-wide. This award recognizes the top five Chapter RP Chairs in ASHRAE globally with winners selected from four assigned Chapter size groups: Chapters of 1-99 Society Members; 100 to 248; 250 to 499; and 500+ Society Members.
- **Full Circle Award** – This full circle chevron is won when all the Chapter Executive Officers invest a minimum of $100 in ASHRAE Research Canada. Chapters winning have their names published in Insights in February as well as listed in the October Journal.
- **High Five Certificate** – This award is for consistency in fund-raising activities. To win, a Chapter must have raised the most money in the past for the last five years and have had highs in four of the preceding years. This award is now redesigned to be a certificate.

**RESEARCH PROMOTION AWARDS**

- **Chapter Treasury Ribbons** – This award is for Chapters making significant contributions to research: Gold for contributions greater than $10,000; Silver for $5,000 to $9,999; and Bronze for $2,500 to $4,999.
- **Goal Certificates** – This is for the Chapter RP Chair volunteers. There are three ways to win: 1) for exceeding Chapter goal; 2) for establishing a new Chapter High Five – highest result in past five years; 3) for exceeding the Chapter’s challenge goal (High Five plus five percent).
- **Challenge Goal** – This is for Chapters that raised a minimum of five percent over the highest amount raised in past five years.

**RESEARCH PROMOTION AWARDS**

- **Chapter**: NB/PEI
- **Chair**: Robert Hoadley
- **Certificate**
- **High Five Chevron**
- **Full Circle Chevron**
RESEARCH PROMOTION AWARDS

- Chapter: London
- Chair: Jamie Kruspel
- Certificate
- Full Circle Chevron
- Silver Treasury Ribbon
- High Five Chevron

ASHRAE HISTORICAL GOLD RIBBON AWARD

- As a first step, the chapter historian must do a five year or more complete history of a chapter to get the initial award. Then history can be expanded into other categories. The Regional historian submits the regions best submission for a Society Lou Flagg Historical Award.
- The award is a certificate for the Chapter Historian and a gold ribbon for the chapter awards banner. Gold can be won for paper on history of person, process, building, etc as well. NB won 2 for this category in recent years

ASHRAE HISTORICAL GOLD RIBBON AWARD

- Gold Ribbon:

ERIC SHAW - LONDON CHAPTER

HALIFAX CHAPTER 50TH ANNIVERSARY

- Past Presidents and Distinguished Guests at the Halifax Chapter 50th Anniversary...

STUDENT ACTIVITIES AWARDS

- Best Student Activities Committee: Quebec Chapter – Laurence Boulet
- Best Student Branch of the Year: Toronto Chapter – Ryerson University
Young Engineer in ASHRAE (YEA) AWARD

- Young Engineer in ASHRAE (YEA) Outstanding Chapter Award
  is intended to provide public recognition of a Chapter within Region 2 for their outstanding activities related to YEA in the preceding Society year. With the goal of recognizing the promotion and representation of the 35 and under demographic of ASHRAE, this award will serve to reward chapter(s) for their exceptional participation in YEA activities and for notably accentuating and utilizing the various benefits/programs made available through the Society YEA Committee. The award will be presented annually to one or more qualified chapters at the Region II CRC. Minimum eligibility requirements and selection to be by Region 2 YRC.
- YEA Chapter Award: Quebec Chapter – Sylvain-Pierre Crête

GGAC AWARD

- Recognizes an individual who demonstrates outstanding efforts at the state, provincial, and recommendation from GGAC local government level on technical issues important to ASHRAE.

PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

- PAOE Award – Minimum points achieved in four of the following five categories: Chapter Operations, Chapter Technology Transfer, Membership Promotion, Research Promotion and Student Activities – Chapter receives a PAOE certificate plus a PAOE red chevron for their banner.
- Special Citation Award (ribbon) – Achieved minimum in four of five categories, with a minimum of 5000 points in total for all categories – the Chapter receives a special citation blue ribbon for their banner.
- STAR Award Gold Pin - PAR achieved in all five categories – the Chapter receives a star award gold pin for their banner and the PAOE certificate is upgraded and has “star award” embossed on left top corner of the certificate.

PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

- Honor Roll – Chapter has achieved and received the PAOE award certificate and red emblems for achieving par in at least four categories for four prior consecutive years. The award is 1) an upgraded PAOE certificate with “Honor roll” embossed in upper left corner of certificate plus 2) a silver grey/blue chevron for the awards banner with “Honor Roll” highlighted.
- High Honor Roll – Chapter achieved the STAR award level with PAR points in five categories for more than four consecutive years. The award is 1) an upgraded PAOE certificate with “High Honor Roll” embossed in the upper left corner of the certificate and 2) a High Honor Roll blue on royal blue chevron with “High Honor Roll” highlighted for the Chapter banner.

PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

- NB-PEI chapter – Mike R. N. Boudreau: Honor Roll-Special Citation
- Halifax Chapter – Aron R. Smith: Honor Roll-Star-Special Citation
- Quebec chapter – Moise Gagne: Honor Roll-Star-Special Citation
- Montreal chapter – Stanislaw Koj: Honor Roll-Special Citation
- Ottawa Valley chapter – Steve M. Moons: Honor Roll-Special Citation
- Toronto chapter – Glenn Kimer: Honor Roll-Star-Special Citation
- London chapter – Ibrahim Semhat: High Honor Roll-Star-Special Citation

PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

- PAOE Sustainability Activities Award
  - Award Recipient: Aaron R. Smith, Halifax Chapter
    - Certificate & Plaque
  - Award Recipient: Moise Gagne, Quebec Chapter
    - Certificate
CERTIFICATES OF APPRECIATION

- Douglas C. Cochrane
  - Toronto Chapter
- Yves Trudel
  - Regional Treasurer (2009 – 2015)
  - Quebec Chapter
- Karl Gilroy
  - CRC General Chair (2014 – 2015)
  - London Chapter

CHAPTER SERVICE AWARDS

- Mark M. Lawrence - Halifax Chapter
- James C.H. Tse – Halifax Chapter
- Conrad Lelièvre – Halifax Chapter
- Steven K. Ramsay – Halifax Chapter
- Michael Lecompte – Montreal Chapter
- David A. Benedetti – Toronto Chapter

CHAPTER SERVICE AWARDS

- Mark M. Lawrence - Halifax Chapter
- James C.H. Tse – Halifax Chapter
- Conrad Lelièvre – Halifax Chapter
- Steven K. Ramsay – Halifax Chapter
- Michael Lecompte – Montreal Chapter
- David A. Benedetti – Toronto Chapter

REGIONAL MEATBALL TRAVEL AWARD

- This award is based on travel distance times the attendees at the conference and was started by then Society President Barney Burrows in October 1988 while at the CRC in Chicoutimi, PQ, London, Canada was the first winner in 1988.

SPECIAL THANKS – CONTINUING VOLUNTEERS...

- Roderic S. Potter – RVC History – Ottawa Valley Chapter.

SPECIAL THANKS – SOCIETY GUESTS

- Jeff Littleton – HQ Executive VP
- Patricia Graef – Society VP
- Jim Vallort – Society VP

ASHRAE Honors and Awards Program

Where To Get More Information

- H&A Web Page
  - www.ashrae.org/honors
- Honors and Awards Committee Staff Liaison
  - cpellitigrew@ashrae.org
## 1. Membership Promotion

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NUMBER OF AREA-ASSIGNED MEMBERS (AAM)</td>
<td>1163</td>
<td>1138</td>
<td>1099</td>
</tr>
<tr>
<td>NUMBER OF CHAPTER DUES PAYING MEMBERS (CDPM)</td>
<td>445</td>
<td>411</td>
<td>376</td>
</tr>
<tr>
<td>NUMBER OF NEW MEMBERS TO DATE (AAM)</td>
<td>111</td>
<td>136</td>
<td>136</td>
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<tr>
<td>NUMBER OF MEMBERS DELINQUENT TO DATE (AAM)</td>
<td>97</td>
<td>5 ??</td>
<td>8 ??</td>
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</table>

## 2. Student Activities

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>NUMBER OF NEW STUDENT MEMBERS</td>
<td>142</td>
<td>87</td>
<td>126</td>
</tr>
<tr>
<td>NUMBER OF ACTIVE STUDENT BRANCHES</td>
<td>7</td>
<td>5</td>
<td>5</td>
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</table>

## 3. Chapter Technology Transfer

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NUMBER OF REGULAR MONTHLY MEETINGS WITH TECH PROGRAM</td>
<td>7</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>MONTHLY MEETING ATTENDANCE (TOTAL/AVERAGE)</td>
<td>800/100</td>
<td>800/100</td>
<td>800/100</td>
</tr>
<tr>
<td>NUMBER OF SEMINARS, ALI COURSES, TOURS OR OTHER TECHNICAL PROGRAMS OUTSIDE REGULAR MONTHLY MEETING</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>NUMBER OF TECHNICAL PROGRAMS ON REFRIGERATION TECHNOLOGY</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>NUMBER OF SOCIAL EVENTS SEPARATE FROM A TECHNICAL PROGRAM (I.E. GOLF, MEMBER’S NIGHT OUT, ETC.)</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>NUMBER OF TECHNOLOGY AWARD SUBMITTALS TO CHAPTER/REGION</td>
<td>0</td>
<td>0</td>
<td>0</td>
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## 4. Research Promotion/Fundraising

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>CHAPTER GOAL</td>
<td>34,000</td>
<td>33,700</td>
<td>33,000</td>
</tr>
<tr>
<td>TOTAL DOLLARS CONTRIBUTED</td>
<td>TBA</td>
<td>34,854</td>
<td>33,676</td>
</tr>
</tbody>
</table>

## 5. Grassroots Government Activities:

- LIST THE CHAPTER GOALS AND GRASSROOTS ACTIVITIES OF THE PAST YEAR (USE SEPARATE PAGE)
- INFORMATION THAT MAY BE INCLUDED: HOLDING COMBINED CHAPTER MEETINGS WITH OTHER ORGANIZATIONS TO DISCUSS HVAC&R, VISITING ELECTED/APPOINTED OFFICIALS, HOLDING A “DAY ON THE HILL,” INVITING ELECTED/APPOINTED OFFICIALS TO SPEAK AT CHAPTER MEETINGS
- SEEKING PROCLAMATIONS FROM GOVERNORS, MAYORS AND OTHER ELECTED OFFICIALS FOR NATIONAL ENGINEERS WEEK (E-WEEK)
- SOLICITING NOMINATIONS FOR THE GOVERNMENT ACTIVITIES AWARD AND OBTAINING GOVERNMENT AFFAIRS AWARD ENTRIES INTO REGIONAL COMPETITION
- NUMBER OF ADVOCACY MEETINGS AND OTHER ACTIVITIES
- OTHER GRASSROOTS ACTIVITIES NOT MENTIONED ABOVE (USE SEPARATE PAGE)

N/A: WAITING FOR UPDATE FROM CHAIR
### 6. CHAPTER HISTORY

<table>
<thead>
<tr>
<th>Description</th>
<th>Spring</th>
<th>Summer</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Historical Display at CRC</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Chapter History Moved to Web Site</td>
<td>In Progress</td>
<td>In Progress</td>
<td>In Progress</td>
</tr>
</tbody>
</table>

### 7. FINANCES

<table>
<thead>
<tr>
<th>Description</th>
<th>Spring</th>
<th>Summer</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Funds Balance</td>
<td>92,000</td>
<td>98,000</td>
<td>104,200</td>
</tr>
<tr>
<td>Chapter Dues</td>
<td>75</td>
<td>75</td>
<td>75</td>
</tr>
<tr>
<td>Member Cost of Meals</td>
<td>55-65</td>
<td>55-65</td>
<td>55-65</td>
</tr>
<tr>
<td>Date of Last Chapter Audit</td>
<td>2010</td>
<td>2010</td>
<td>2010</td>
</tr>
</tbody>
</table>

**SPRING CRCs** – ENTER DATA FOR THE CURRENT YEAR IN THE “YTD REPORTED” COLUMN AND ENTER YTD RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.

**FALL CRCs** – ENTER DATA FOR THE YEAR JUST COMPLETED IN THE “YTD REPORTED” COLUMN AND ENTER DATA FOR YEAR-END RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.
## REGION 2 - Expenses 2014/2015

<table>
<thead>
<tr>
<th>Category of expenses</th>
<th>Budget</th>
<th>Annual</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>Planning Meeting</td>
<td>$400.00</td>
<td>$390.70</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>ARC/RVC Seattle Meeting</td>
<td>$6,000.00</td>
<td>$2,800.00</td>
<td>$0.00</td>
<td>$1,000.00</td>
<td>$1,800.00</td>
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<td>Miscellaneous</td>
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<td>Bank Charges</td>
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<td>LeadRS Program</td>
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<td><strong>Total</strong></td>
<td>$29,136.00</td>
<td>$36,711.11</td>
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## 2015-2016 Region 2 Budget

### Incomes

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<tr>
<th>Description</th>
<th>Members</th>
<th>Dues</th>
<th>Budget</th>
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<tbody>
<tr>
<td>Chapter Assessment Dues</td>
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<td>$7.00</td>
<td>$12,236.00</td>
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<td>Regional fund dues</td>
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<td>$13,984.00</td>
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<td>CRC Surplus Income</td>
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**Total Income** $26,220.00

### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
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</thead>
<tbody>
<tr>
<td>Planning Meeting</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>ARC/RVC/ Regional Leaders Hotel Reimbursement for Winter Meeting (Orlando)</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>RMCR Hotel Reimbursement for Society Meetings (Orlando and St Louis)</td>
<td>$2,000.00</td>
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<tr>
<td>ARC/RVC/ Regional Leaders Hotel Reimbursement for Annual Meeting (St Louis)</td>
<td>$6,000.00</td>
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<tr>
<td>Other Travel Expenses</td>
<td>$1,750.00</td>
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<tr>
<td>CRC 2016 - Seed money</td>
<td>$10,896.00</td>
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<tr>
<td>Regional Awards Plaques</td>
<td>$650.00</td>
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<tr>
<td>Miscellaneous</td>
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<td>Bank Service Charges</td>
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<td>Account Transfer Fee</td>
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<td>YEA Week-End expenses</td>
<td>$1,000.00</td>
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<tr>
<td>LeadRS Program</td>
<td>$2,500.00</td>
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</tbody>
</table>

**Total Expenses** $34,596.00

**Profit (Loss)** -$8,376.00

### Notes

**Use of Chapter dues paying members reported by Chapters at 2015 CRC**

- Payable by chapter in April 2016
- Payable by chapter in August 2016
- If surplus from CRC then shared between chapter and region

1 night accommodation for delegates/alternates and regional team and reception

And breakfast lunch next day (assumes not renting meeting room and estimated amounts)

10 regional officers @ 600$/officer/mtg

DRC Hotel is covered by Society

1 RMCR - up to 5 nights at $200/night per meeting note did not have this expense in Atlanta as Isabelle was DRC and Society picked up room costs

For Regional Historian Chapter visits and 2 new incoming RVC's at $600 ea for annual meeting St Louis

6$ per chapter paid member

7 awards: 2 for SA, 1 for YEA, 1 for CTTC, 2 for Chapter Ops, Meatball

have to change bank account from Quebec to Ontario

since in Montreal have lowered amount slightly
Strategic Plan
- Taking deeper dive into areas outside of Canada and the US to determine suitability of product offerings and cooperative opportunities to expand membership and product value

Looking Ahead
- New Chapters/Sections/Branches
  - Chapters
    - Bangladesh
    - South Korea
    - Japan
    - Chile
  - Sections
    - Ireland
    - Faisalabad, Pakistan
    - United Kingdom Midlands
  - Student Branches
    - 28, including 15 from outside United States and Canada

Growing
- Associate Society Alliance
  - Georgian Association of Refrigerating, Cryogenic and Air-Conditioning Engineers NGO
  - Bahrain Society of Engineers
  - Alliance now has 62 members

Collaborating
- Signed Memorandums of Understanding
  - U.S. Department of Energy
  - Facility Guidelines Institute
  - NSF International
New Scholarships

Society-level Scholarships
• Region IV James R. Bullock Jr. Scholarship
• Freshman Engineering Scholarship
• Central New York King-Traugott Scholarship

Chapter-level Scholarships
• Rocky Mountain Chapter Scholarship
• Central Pennsylvania Chapter
• Houston Chapter Damon Gowan Scholarship

New Publications


Specific requirements in the standard include:
• Minimum Legionellosis risk management requirements for buildings and their associated potable and non-potable water systems.
• Establishment by building owners of a Program Team and (in turn) a Water Management Program for which they are responsible in order to comply with the standard.
• Provision of specific and detailed requirements for what Legionellosis control strategies must accomplish and how they are to be evaluated.

Certification

• High-Performance Building Design Professional (HBDP) certification accredited by ANSI
• Recognized by more than 20 national, state and local bodies
• Achieved milestone of more than 2,000 certifications earned
• Increase of 14 percent in applications over last year to date

Centralized Training

• Charge: consider effect of centralized training on attendance at Chapters Regional Conferences (CRCs)
• Recommend whether centralized training for Research Promotion, Membership Promotion and Student Activities committees should be eliminated or returned to CRCs

Developing Economies

• Charge: chart a new path for ASHRAE to address member needs in developing economies.
• 14 initiatives to ensure ASHRAE embraces responsibilities globally
• Plan to assign four consultants to each council to track initiatives

Meeting Member Needs
Volunteer Time

- Identified three focus areas
  - Volunteering locally
  - Focusing participation to respect volunteer time
  - Encouraging attendance/participation at Winter and Annual Conferences

Residential

- New Residential Buildings Standing Committee
- Responsible for identifying major residential trends impacting the practice of HVAC&R

Building Performance

- Charge: develop strategy to create training and tools to enable building operations staff to meet or exceed building design performance potential
- Vision: include representatives from allied organizations
- Final committee report expected at 2016 Annual Conference

IAQA Update

- Hiring 8 staff to provide support along with existing staff
- Changing Society year to match ASHRAE’s
- Updating membership database
- Meeting in parallel with ASHRAE beginning January 2016

ASHRAE/IAQA Membership

- New dual membership program formed as result of consolidation
- Builds on efforts of both groups to improve indoor air quality in built environment
- Discounts on membership and access to benefits of both associations

Join Us!

- 2015
  - Oct. 20-22: AHR Expo Mexico, Guadalajara
- 2016
  - Jan. 25-27: AHR Expo, Orlando, Florida
  - March 14-16: 6th International Conference on Energy Research and Development, State of Kuwait
  - April 21: ASHRAE Webcast, Realistic Commercial Net Zero Building Design through Energy Conservation and Renewables
The View From ASHRAE HQ...

ASHRAE HQ – By The Numbers

- 118 Staff
  - 4 in Washington, D.C.
  - 2 attorneys (that don’t practice law, thankfully)
  - 9 engineers
  - 4 new Staff Directors (Marketing, Development, Finance, IAQA ED)
- Technology: 18
- Member Services: 20
- Publications & Education: 37
- Administrative Services: 20
- IAQA: 7.5 FTEs

Membership – By The Numbers

- Industry Classification
  - Consulting engineers (17,701)
  - Contractors (4,991)
  - Manufacturers (4,598)
  - Manufacturing representatives (3,492)
  - Government, health and education (2,796)
  - Design build (2,645)
  - Architects (2,556)
  - Global (9,609)

Committees – By the Numbers

- 27 standing committees
- 130 standards and guidelines committees
- 100+ technical committees
- 300+ publications
- Six certification programs
- 100+ educational courses
- Research:
  - 60+ active projects
  - Over 700 projects completed over last 50 years
- Advocacy in Washington, D.C., and locally in U.S.
  - states

Technical Committees (TCs)

- Nearly 4,000 TC volunteers
  - Some 500 volunteers outside of North America
- 70% of Technical Program at 2015 Annual Conference sponsored by TCs
- Over 200 Handbook chapters maintained by TCs
- All active research projects monitored by TCs
- Technical Activities Committee coordinates membership, development, oversight

The Business of ASHRAE

- $28 million organization 501(c)(3)
- $20 million in reserves; $10 million Foundation
- Largest Revenue streams
  - Dues: $7.5 million
  - AHR Expo: $5.2 million (three year cycle)
  - Advertising: $4.4 million
  - Pub Sales: $3.8 million
- Not-for-Profit
- Not operating at a loss
2014-15 Financial Performance

- Year ending June 2015
  - Total Revenues: $27,771K
  - General Fund Operating Result: $896K surplus
  - Original budget: $873K surplus

- 15-16 Budget: $449K deficit
- 16-17 Budget: $257K surplus
- 17-18 Budget: $863K surplus

Chapter Scholarship Options

- Partner with ASHRAE Foundation
- Endowed scholarships (like endowed RP contribution)
- 5% return on endowed funds
- Chapter Selected Recipient -- $30K minimum, returns $1,500 annually forever.
- Chapter Named, Society Selected -- $60K minimum, $3,000 annually
  - Delivered by Chapter
- Individual Scholarship -- $100K minimum
  - Gordon Holness

Chapter Scholarships Since February

- Dallas -- $106,931 donated for the Peanut Vinther Endowed Scholarship
- Kansas City -- $30,000 for Chapter Selected scholarship
- Central NY Chapter -- $60,000 for a Chapter designated, society selected scholarship
- Minnesota and New Jersey

ASHRAE Fundraising

- New Development Committee
  - RP, Foundation, LMC, COF, Scholarship Staff alignment
- Holistic approach to fundraising
  - Major gifts
    - Corporations
    - Individual
  - Annual campaign
  - Multi-year campaigns
  - Strategic objectives

Centralized Staff Marketing Team

- Tell ASHRAE's Story!
- 15 member team including 4 new hires
  - Sell products and services
  - Increase ASHRAE's influence
  - Increase ASHRAE's awareness
- Marketing through Chapters
- Marketing support of Chapters
- Vanita Gupta, Staff Director of Marketing
- What are your ideas?

Keeping Attorneys Fat and HAPPY!

- PublicResource.Org
- Joined forces with NFPA and ASTM
- Intellectual Property Rights vs. Open Access
- Status
  - Discovery
  - Depositions
  - Expert witnesses
- Supreme Court?
NEW (PAOE) System

- PAOE system redesigned, online July 1st for 2015-16 Society Year
- Better functionality; more user friendly
  - Better navigation
  - Downloadable Excel report showing all points in each category
  - View of each Chapter’s score (within the same region)
  - View of historical points (using a drop-down list of years)
  - Tracking of who added points and when points were added.
    - Allows appending notes/comments

Rapid-Fire updates

- MCI globalization project $200K
  - Middle East and Europe
- Greater involvement in Solar Decathlon
- Media Blitz – Thermal Comfort and Legionella
  - USA Today, BBC, NPR, etc.
- NIBS BIM work
- Chapter MOU Policy
- 90.1 App
- Data.ashrae.org – machine readable apps
- 90.4 Datacom Centers
- Energy Savings and Building Efficiency Act
  - Limit DGE, gov’t funding. 800 letters from ASHRAE.

Join us in Guadalajara

ASHRAE Winter Meeting
January 23rd – 27th 2016 Orlando, FL

CHAPERS ROCK!

- 179 Chapters
- Engagement in Society
  - Society level vs. Chapter level
- RP, MP, Students, Technology Transfer, YEA
- We can help… One idea on how ASHRAE HQ can serve Chapters more effectively?
- THANK YOU
- ps. Volunteer for Society-level service