



**REGION 2
CRC 2017 MINUTES
MONTREAL, QUEBEC, CANADA
at
ALT HOTEL MONTREAL
120 Rue Peel
Montreal, Quebec, Canada**

Friday August 25, 2017 to Sunday August 27, 2017

Host: Montreal Chapter #14

**Approved Version
At CRC 2018 Windsor
Fri Aug 24/2018**

Action Items from the CRC 2016

Action Item	Description	Owner	Timeline
1	Regional newsletter to be prepared (approx 3 to 3 per year) to improve communication to chapters.	ARC Ibrahim Semhat	Ongoing
2	A Regional speakers list to be prepared and added to Regional web site.	RVC CTTC Daniel Robert	Ongoing
3	New stationery letterhead for ASHRAE Research Canada [ARC] incorporating the new ASHRAE logo and name of the Corporation.	Daryl Boyce to check into creation of letterhead	Ongoing
4	Within CRC meeting schedule, allow time within the Friday afternoon for ASHRAE RESEARCH CANADA to have a 15 to 20 minute business session along with conference call or GoToMeeting session to allow West Coast Chapter Delegates to attend.	CRC Windsor Chair James Smith	Before CRC 2018
5	Follow up on the additional expenses due to the Promised Sponsorship from UofWaterloo did not come through so as to minimize impact on regional budget.	DRC Doug Doug Cochrane	Sept 2017

ORIENTATION SESSION – Friday Aug 27, 2017 8:31am

The following attended the Orientation Session

CHAPTER	DELEGATE	ALTERNATE
#100 Halifax	Daniel Egilsson	Chris Rubbick
#117 NB/PEI	Robert Hoadley	Yves Savoie
#013 La Ville de Quebec	Dave Bouchard	Jean Bundock
#014 Montreal	Simon Khaled	Francis Lacharite
#015 Ottawa Valley	Adam Graham	Daniel Redmond
#016 Toronto	Peter Turk	Mike Genin
#037 Hamilton	Frank Mesicek	Iain Hill
#116 London Canada	Phil Cook	John Freeman
#141 Windsor	Paul Greff	Nathen Cook

Name	CHAPTER or SOCIETY	POSITION
Mick Schwedler	Society / La Crosses, WI	Society VP
Steve Comstock	Society	Society Director/Pub Ed
Darryl Boyce	Society / Ottawa	Society Treasurer
Doug Cochrane	Toronto	DRC
Ibrahim Semhat	London Canada	ARC
Isabelle Lavoie	Montreal	RMCR / Nom Alternate
David Underwood	Toronto	Society Pres Member 2015/16
James Smith	Windsor	2018 CRC Chair
Tom Pollard	London Canada	CRC Secretary / RVC Historian
Nicolas Lemire	Montreal	Nominating Alternate
Daniel Robert	Montreal	RVC CTTC
Ben Oliver	London	RVC SA
Ronald Gagnon	Montreal	RVC GGA
Genevieve Lussier	Montreal	RVC MP
Mark Lawrence	Halifax	RVC RP
Amanda Smith	Windsor	YEA Chair
Mitchell Rohner	Hamilton	CTTC Chair
Audrey Dupuis	Montreal	Host Chapter

Doug Cochrane, DRC, welcomed everyone to Montreal and the 59th ASHRAE Region 2 Orientation Session at 8:31am on Fri Aug 25, 2017.

Doug commented that the Montreal chapter was able to arrange for the road construction outside the hotel and to the host chapter members wear the construction vests allowing them to be easily located for assistances.

Doug welcomed the VIP's in attendance.

Doug then asked those in attendance to introduce themselves and also tell one thing that others may not know.

Doug then indicated that cell phones should be turned off or to vibrate. A cell phone call that interrupts the meeting causes a \$50 donation to ASHRAE Research Canada and then answering then doubles to \$100 donation.

Doug then reviewed the ASHRAE Code of Ethics Commitment

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others. We shall avoid all real or perceived conflicts of interest.

Doug then asked to appoint Tom Pollard as the CRC Secretary - Moved by: Windsor-Paul Greff, 2nd by: Montreal-Simon Khaled - approved by all Delegates (9/0/0).

Doug provide some highlights about Region 2 and Society

- Did very well with Society Awards (Technology, Distinguished Service, 50 Year Member, Journal Paper)
- New Region 14 for Europe
- Region Opportunity Fund – fixed at \$9250
- Day of The Hill in Ottawa – June 7 & 8
- Toronto HVAC Course successful with record attendance and will be offered again
- 125th Anniversary is 2019/2020
- Next strategic plan for ASHRAE is in 2019
- 1st Chapter Leadership Academy held in Atlanta in May 2017 with attendance from Region 2; next is planned for May 18 to 20/2018 but is the Victoria Day weekend; 7 spots are assigned for Region 2 with an application process and form to be issued

Doug reviewed the CRC Agenda and main items.

{refer to Appendix A – CRC 2017 Agenda}

It was noted by Darryl Boyce that ASHRAE Research Canada hold its annual meeting at the Region 2 CRC. The Chapter Delegates are voting members of ASHRAE Research Canada along with West Coasts Chapters. A phone conference call has been setup for the Annual Meeting to allow other chapters to listen in as attendees.

Doug asked that the CRC 017 Agenda as submitted be approved - Moved by: Windsor-Paul Greff, 2nd by: NB/PEI-Robert Hoadley - approved by all Delegates (9/0/0).

Next Doug advised that the Delegates play a key roll in Region and Society operations at the CRC in the nomination process. Doug reviewed the roll-off dates for Regional and Society positions

This year = names for DRC, RMCR, GGAC

2019 = CTTC, SA,

2020 = RP, MP, YEA

Delegates need to ensure that people are willing to perform the duties of the position. Nominations are confidential and discussions in the nominating room remain in the nominating room.

David Underwood is the Chair at Society Nominating Committee. David indicated that the more people that Region 2 has at Society the more your voice(s) are heard.

Honours & Awards also important to review. Key awards include: Chapter Service Award – Chapter Presidents typically have enough points and Delegates need to ensure the member bios are updated and that they apply. Also, Regional Award of Merit should be reviewed and applied for past RVC.

Doug indicated that the expectation is that people be ready on time for the meetings, in the room and ready to work..

Society transportation reimbursement is covered for Delegates, Alternates, CTTC Chair, GGAC Chair if it is the person that is on the Chapter Information Questionnaire (CIQ). SA Chairs can attend either the Centralized Training or CRC with transportation reimbursement. Doug needs to approve that apply for CRC travel – send back forms or submit on web site.

MP & RP have centralized training and so is not reimbursed if attending the CRC.

Doug Cochrane then called on Isabelle Lavoie for an update on CRC events and activities. Isabelle welcomed everyone to Montreal. Montreal Chapter has a great group of volunteers that planned the CRC activities and to make the stay in Montreal enjoyable as well as productive. A HVAC Course and technical tour was added for those not in meetings.

A discussed and question was then asked by NB/PEI-Rob Hoadley regarding CRC attendance and Centralized Training. It was felt that Centralized Training will reduce the number of attendees at CRC due to costs and time commitments. Region 2 typically has good CRC attendance at Workshops by Chapter Chairs. Workshops at CRC are limited in time and the CRC Schedule was expanded to add additional time. Centralized Training allows for addition time and to get more engagement. Darryl Boyce added that some regions did not have the right people attend the CRC. Centralized Training was started with RP and then expanded to other areas. Doug was glad that chapters support their members to attend that CRC even when transportation is not reimbursed. Doug thanks that everyone gives up time to attend the CRC during the summer. In addition to the workshops, chairs can also attend the business sessions to learn about other Society items and Chapter activities.

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).

**THE ORIENTATION SESSION THEN ADJOURNED AT 9:20AM
TO ALLOW FOR THE FIRST CAUCUS SESSION
AND REGION 2 PLANNING MEETING**

MINUTES OF THE REGION 2 PLANNING MEETING – Friday Aug 25, 2017 9:38am

Attended by DRC, ARC, RVC's

Award presentations – reviewed and prepared. Winner lists given to Ibrahim Semhat so that slides can be viewed 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. Society people will be asked to hand out the some PAOE Awards. Awards to be presented at Friday Dinner meeting vs doing at Sat lunch.

RVC visit planning and schedule reviewed. Each RVC to try to visit each chapter during their 3 year term. Visits can also be scheduled to be paired between 2 chapters and be considered as one visit. RVC's should also update their home chapter. There are 18 allocated visits by Society with 8 set aside for centralized training leaving 10 visits for RVC to use.

Doug Cochrane indicated that Society President- Bjarne Olesen scheduled to visit Region 2 from Feb 26 to March 2. Several Chapter visits to be scheduled during this time.

Society annual meeting in 2022 has been scheduled for Toronto. Toronto and London have swapped CRC years so that Toronto do not have both in the same year.

A discussion on the Region 2 web site and Basecamp. Basecamp can be used by Region 2 for file sharing. A private area for Region 2 Officers can be created as a separate Basecamp with a separate tab and access. The current Region 2 Basecamp is open to any member. RVC should already be set up in Basecamp for viewing. Some files already being uploaded for the CRC Reports. RVC can use to post chapter visit reports. Chapter can post meeting on the Region 2 Basecamp and also request their own Basecamp site.

Region 2 newsletter has been created twice over the last year. It takes some time to create the Region 2 newsletter and discussion onto it use. Some chapters are using other venues such as Twitter and Facebook to provide chapter activities. Feedback from chapters is a concern along with PAOE entries. RVC have trouble following chapter activities without any feedback. Chapters should be updating the PAOE items thru the year in place of waiting to the end of the year. The PAOE is a tool to allow for following chapter activities.

Region 2 awards discussed. Past large trophies no longer used, was hard to organized and to have at CRC's. Individual awards are preferred.

Mark Lawrence-RVC RP asked about Centralized Training by Society and there is also CRC Workshops for Chapter Chairs to assist to explain what can be done. Better coordination between what is presented is required between the different sessions. Not everyone attends both but there is value in both. Some items overlap. Centralized Training allows concentrated activities and the CRC Workshop can allow for more one-on-one discussion and setting MBO's with the Chapter Chairs.

Chapters need to be aware of the Leadership Academy by Society and the Opportunity Fund to offset special chapter activities. It is not clear if all the chapters are taking advantage of these. The Leadership Academy provides a method to learn about Society. The Opportunity Fund could be used to add to the Region 2 as the past few years has been in a deficit unless chapter assessments are raised. Other uses include YEA Leadership Weekend or Day on The Hill activities. The Opportunity Fund was a 2 year program and is uncertain if will continue – Society still needs to review.

Region 2 Funds and Dues assessment will need to be reviewed during the business session. Funds are in the budget for Region Officers for travel to chapters and also funds for travel and hotel to attend Society meetings. Additional funds are needed when RVC change as have both old and new attending the Society meetings. There is also seed money for CRC but typically CRC pay back after done due to sponsorship.

Region 2 budget also has an additional expense of \$1700 from the Society meeting as there was a misunderstanding regarding a University of Waterloo survey that was done at the Regional dinner that was to have a \$3500 sponsorship that was included in the meal budget costs. This was sponsorship fell thru and was not covered/authorized and so Region 2 and Region 11 are covering the additional expense for the meals.

THE REGION 2 PLANNING MEETING ADJOURNED AT 11:55AM ON FRI AUG 25, 2017

LUNCH – Friday Aug 25, 2017 12:00pm

Was within the Hotel at the 7th floor foyer.

MINUTES OF THE FIRST BUSINESS SESSION – Friday Aug 25, 2017 1:00pm

The following attended the 1st Business Session

CHAPTER	DELEGATE	ALTERNATE
#100 Halifax	Daniel Egilsson	Chris Rubbick
#117 NB/PEI	Robert Hoadley	Yves Savoie
#013 La Ville de Quebec	Dave Bouchard	Jean Bundock
#014 Montreal	Simon Khaled	Francis Lacharite
#015 Ottawa Valley	Adam Graham	Daniel Redmond
#016 Toronto	Peter Turk	Mike Genin
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Steve Comstock	Society	Society Director/Pub Ed

Darryl Boyce	Society / Ottawa	Society Treasurer
Doug Cochrane	Toronto	DRC
Ibrahim Semhat	London Canada	ARC
Isabelle Lavoie	Montreal	RMCR / Nom Alternate
David Underwood	Toronto	Society Pres Member 2015/16
James Smith	Windsor	2018 CRC Chair
Tom Pollard	London Canada	CRC Secretary / RVC Historian
Nicolas Lemire	Montreal	Nominating Alternate
Daniel Robert	Montreal	RVC CTTC
Ben Oliver	London	RVC SA
Ronald Gagnon	Montreal	RVC GGA
Genevieve Lussier	Montreal	RVC MP
Mark Lawrence	Halifax	RVC RP
Amanda Smith	Windsor	YEA Chair
Mitchell Rohner	Hamilton	CTTC Chair
Audrey Dupuis	Montreal	Host Chapter
Rene Plourde	Windsor	GGAC Chair
Dave Dufour	Windsor	
Dan Castellan	Windsor	CTTC Chair
Alexis Gagnon	Quebec	YEA Chair
Kate Mayberry	London	GGAC Chair
Robyn Ellis	Hamilton	GGAC Chair
Dan Boudreau	NB/PEI	Chapter VP
Jarrett Steele	NB/PEI	GGAC Chair
Mathieu Rondeau	Montreal	

Doug Cochrane, DRC, opened the 1st Business Session at 1:00pm on Fri Aug 25, 2017 by welcoming back everyone.

Doug turned the meeting over to Darryl Boyce for the ASHRAE Research Canada meeting. A conference call had been set up with Western Canada.

Darryl explained the purpose of ASHRAE Research Canada to allow for fund contributions from companies to be used as a tax “donation”. Part of this requires an annual meeting to be held by the Executive and Members. ASHRAE Canada Chapters Delegates are the voting members of ASHRAE Research Canada which also has an Executive Group. Darryl did a roll call and confirmed that a quorum was established by those in attendance. An election of the Directors for the Association was reviewed – motioned and 2nd - Vote: approved as presented.

Financial Statements presented for ASHRAE Research Canada that had been audited for year ending June 2016 - motioned and 2nd - Vote: approved as presented.

ASHRAE Research Canada auditors submitted for 2016/2017 are the same as for ASHRAE Society - motioned and 2nd - vote approved as presented.

Information distributed regarding research funds invested and used in Canada. Several of these are for student “Grant-in-Aid”. All funds collected in Canada need to be invested and used in Canada and the amount used is well above this requirement with additional funds supplemented from the USA by ASHRAE Society (typically \$2 invested/used in Canada for each \$1 collected in Canada).

Presented the minutes from the Aug 2016 meeting - motioned and 2nd - Vote: approved as presented.

The next meeting for ASHRAE Research Canada would be scheduled at the next CRC or could be a conference call. It was preferred to have the meeting at the CRC and possibly use GoToMeeting in place of a conference call.

As the business of ASHRAE Research Canada was completed – motion to adjourn and 2nd - Vote: approved as presented

Doug asked that new guests introduce themselves.

APPROVAL OF 2016 CRC MINUTES

Doug Cochrane, DRC, called for **Motion** for approval of the minutes from 2016 CRC held in Moncton, NB by the NB/PEI Chapter. Moved by NB/PEI Robert Hoadley -, 2nd by Halifax- Daniel Egilsson. All voted in favour of the motion and the 2016 CRC Minutes were **Approved** (9/0/0)

STATUS OF PAST SOCIETY MOTIONS

Doug Cochrane, DRC, called on Isabelle Lavoie for a reported on the status of motions that have been forwarded to Society
{refer to Appendix B – Previous Motion Summary}

Isabelle presented the motions from the last CRC that had been forwarded to Society along with the responses and activity the Society is working on.

Isabelle then presented the preliminary motions that had been prepared so far so that the Delegates could be aware, review and discuss later in the CRC. Isabelle asked that any new additional motions be prepared and forwarded so that they will be ready for the Sunday Business Session.

CRC 2018 BUDGET – WINDSOR (initial presentation – additional discussion occurred Sunday morning)

Doug Cochrane, DRC, called on James Smith CRC 2018 Chair to present the planning and budget.

{refer to Appendix F – CRC 2018 Windsor Budget and Presentation}

James presented that 2018 CRC Windsor -Preliminary Budget. Registration would include hotel room (a reduced rate of \$199 per night + taxes has been arranged) and so costs that are presented include these amounts. CRC activities are similar to past years (Fri night dinner added similar to Montreal CRC). Sponsors money needs to be obtained and it is hoped that non-traditional sponsors can be obtained. Registrations in the budget are based on similar attendance to last CRC's.

Montreal reported CRC registrations: 48 Full, 57 Partial, 24 Companions with 85 hotel rooms. Montreal also had additional sponsorships.

The Region also has seed money (expected to be paid back) and also has allocation to offset CRC expenses. Delegates can decide when reviewing the Region 2 Budget to revise assessments which would increase CRC registration in the future.

SOCIETY OFFICER REPORT

Doug Cochrane, DRC, called on Mick Schwedler, Society VP for the Society Officer Report.

{refer to Appendix I – Society Report}

Mick thanked everyone for all the work that is done on behalf of ASHRAE. ASHRAE starts at the Chapter level which is the touchpoint for most members. Growth is mostly outside North America with a new European Region.

SOCIETY STAFF REPORT

Doug Cochrane, DRC, called on Steve Comstock, Director of Publications & Education.

{refer to Appendix J – Staff Report}

ASHRAE uses the support of volunteers to operate and the staff is there to help. ASHRAE is big and global. Staff is there to support the ecosystem that is ASHRAE.

CHAPTER REPORTS

Doug Cochrane, DRC, called upon each chapter delegate for their reports and highlights of the past year activities.

{refer to Appendix C – Chapter Reports}

- #100 Halifax - Daniel Egilsson
- #117 NB/PEI - Robert Hoadley
- #013 La Ville de Quebec - Dave Bouchard
- #014 Montreal - Simon Khaled
- #015 Ottawa Valley - Adam Graham
- #016 Toronto - Peter Turk
- #037 Hamilton - Frank Mesicek
- #116 London Canada- Phil Cook
- #141 Windsor - Paul Greff

A 15-minute break occurred in the middle of the afternoon during the chapter presentations.
The remainder of the chapter reports continued after the break.

THE 1st BUSINESS SESSION ADJOURNED AT 5:06PM ON FRI AUG 25, 2017

EVENING EVENTS

DINNER WITH PRESIDENTIAL ADDRESS AND AWARDS PRESENTATION

Bjarne Olesen, Ph.D., Fellow ASHRAE, ASHRAE President
2017-18 Presidential Theme: Extending our Community

{refer to Appendix E – Region 2 Awards}

HOSPITALITY SUITE

MINUTES OF THE SECOND BUSINESS SESSION – Saturday Aug 26, 2017 8:32am

The following attended the 2nd Business Session

CHAPTER	DELEGATE	ALTERNATE
#100 Halifax	Daniel Egilsson	Chris Rubbick
#117 NB/PEI	Robert Hoadley	Yves Savoie
#013 La Ville de Quebec	Dave Bouchard	Jean Bundock
#014 Montreal	Simon Khaled	Francis Lacharite
#015 Ottawa Valley	Adam Graham	Daniel Redmond
#016 Toronto	Peter Turk	Mike Genin
#037 Hamilton	Frank Mesicek	Iain Hill
#116 London Canada	Phil Cook	John Freeman
#141 Windsor	Paul Greff	Nathen Cook

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Mick Schwedler	Society / La Crosses, WI	Society VP
Steve Comstock	Society	Society Director/Pub Ed
Darryl Boyce	Society / Ottawa	Society Treasurer
Doug Cochrane	Toronto	DRC
Ibrahim Semhat	London Canada	ARC
Isabelle Lavoie	Montreal	RMCR / Nom Alternate
David Underwood	Toronto	Society Pres Member 2015/16
James Smith	Windsor	2018 CRC Chair
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Daniel Robert	Montreal	RVC CTTC
Ben Oliver	London	RVC SA
Ronald Gagnon	Montreal	RVC GGA
Genevieve Lussier	Montreal	RVC MP
Mark Lawrence	Halifax	RVC RP
Amanda Smith	Windsor	YEA Chair
Mitchell Rohner	Hamilton	CTTC Chair
Audrey Dupuis	Montreal	Host Chapter
Marc Rossignol	Halifax	YEA Chair
Aaron Smith	Halifax	BOG
Robert Paqueth	Montreal	
Matthew Peachman	NB/PEI	CTTC Chair

Jeff Armstrong	London	YEA Chair
Davis Dufour	Windsor	Chapter Treasure
Jamie Smith	Windsor	SA Chair
Ted White	NB/PEI	SA Chair
Jarrett Steele	NB/PEI	GGAC Chair
Ryan Dickson	Ottawa	History Chair
Aaron Besseling	Hamilton	YEA Chair
Reaz Usmanali	Hamilton	MP Chair
Robyn Ellis	Hamilton	GGAC Chair
Shawn Walton	Montreal	CTTC Chair
Jason Leadbetter	Halifax	CTTC Chair
Dan Castelian	Windsor	CTTC Chair
Alekhy Kaianathbhatta	Toronto	SA Chair
Kate Mayberry	London	GGAC Chair

Doug Cochrane, DRC, opened the 2nd Business Session at 8:32am on Sat Aug 26, 2017.

Doug called on new guests to introduce themselves.

Doug then asked Isabelle Lavoie-2017 CRC Chair, for an update on the day's activities. Isabelle reviewed the days agenda and meeting rooms that will be used for the workshops.

REGIONAL 2 STATISTICS

Doug Cochrane, DRC, called upon Ibrahim Semhat, ARC, to show the Region 2 Chapter Statistics Table prepared from the chapter reports. Doug reviewed the Regional Statistics and the chapter membership numbers (assigned and dues paying members) as the numbers effect the budget.

{refer to Appendix C – Region 2 Statistics}

The Region has 1811 dues paying members up from 1748 from last year and will be used for the assessment amounts that will be invoiced from the Region to the Chapters. It was discussed that Student members would not be part of the Chapter Dues Paying Members numbers.

REGIONAL VICE-CHAIR (RVC) REPORTS

Doug Cochrane, DRC, then started the RVC reports and highlight the year activities as a region.

{refer to Appendix D – RVC Reports}

Chapter Technical Transfer Committee (CTTC) - Daniel Robert
Student Activities (SA) - Ben Oliver
Grassroots Government Activities Committee (GGAC) - Ronald Gagnon
Research Promotion (RP) - Mark Lawrence (incoming) / Anthony Jonkov (outgoing)
History - Tom Pollard
Young Engineers In ASHRAE (YRC/YEA) – Alexis Gagnon (incoming) / Audrey Dupuis (outgoing)
Membership Promotion (MP) – Genevieve Lussier (incoming) / Mark Lawrence (outgoing)

REGION 2 MANUAL OF CHAPTER OPERATIONS

Doug Cochrane, DRC then reminded everyone that the manual is posted on the Region 2 web site and asked if any questions or amendments are required. James Smith asked about the CRC Recording Secretary requirements. Isabelle Lavoie indicated requirements are within section 4.2.3: "CRC budget to take into consideration the CRC secretary registration to the CRC. Lodging to be paid by the chapter this person belongs to."

Discussion involved if this is reasonable for the amount of work that is required. If this is to be revised then a motion would need to be brought forward.

Doug Cochrane, DRC then presented that start time on Sunday to be revised to 8:30am to ensure motions can be discussed while trying to be done on time. Doug then asked for everyone's cooperation to be ready for the 8:30am start.

Ronald Gagnon reminded everyone that Silent Auction Items are open for bidding.

THE 2nd BUSINESS SESSION ADJOURNED AT 9:47AM ON SAT AUG 26, 2017.

THE REMAINDER OF THE MORNING AND AFTERNOON CONSISTED OF
EXECUTIVE SESSION #1
MORNING WORKSHOPS (CTTC)
LUNCH
AFTERNOON WORKSHOPS

SOCIAL EVENING & DINNER
(Montreal Museum of Fine Arts)

MINUTES OF THE THIRD BUSINESS SESSION – Sunday Aug 27, 2017 8:30am

The following attended the 3rd Business Session

CHAPTER	DELEGATE	ALTERNATE
#100 Halifax	Daniel Egilsson	Chris Rubbick
#117 NB/PEI	Robert Hoadley	Yves Savoie
#013 La Ville de Quebec	Dave Bouchard	Jean Bundock
#014 Montreal	Simon Khaled	Francis Lacharite
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James Smith	Windsor	2018 CRC Chair
Tom Pollard	London Canada	CRC Secretary / RVC Historian
Nicolas Lemire	Montreal	Nominating Alternate
Daniel Robert	Montreal	RVC CTTC
Ben Oliver	London	RVC SA
Ronald Gagnon	Montreal	RVC GGA
Genevieve Lussier	Montreal	RVC MP
Mark Lawrence	Halifax	RVC RP
Mitchell Rohner	Hamilton	CTTC Chair
Aaron Smith	Halifax	BOG
Matthew Peachman	NB/PEI	CTTC Chair
Jamie Smith	Windsor	SA Chair
Ryan Dickson	Ottawa	History Chair
Reaz Usmanali	Hamilton	MP Chair
Kate Mayberry	London	GGAC Chair

Aaron Besseling	Hamilton	YEA Chair
Abhishek Khurana	Toronto	CTTC Chair
Jason Leadbetter	Halifax	History Chair
John Molner	Hamilton	RP Chair
Jean-Sebastien Trudel	Montreal	Chapter VP
George Menzies	Hamilton	Historian Chair

Doug Cochrane, DRC, opened the 3rd Business Session at 8:30am on Sun Aug 27, 2017.

Doug welcomed everyone back and called on new guests to introduce themselves.

Doug advised that transportation vouchers. Paper forms are available, or items can be submitted on the Society web site.

Ronald Gagnon gave an update on the Silent Auction Items and also tried to get increased bids on the items.

Doug called for the presentations of the Saturday Workshop Reports.

WORKSHOP REPORTS

CHAPTER TECHNICAL TRANSFER (CTTC) WORKSHOP REPORT

9 out of 9 chapters in attendance at some time with 7 chairs; 17 attended the morning session and 11 attended the afternoon session

Chairs are preparing the Chapter programs for the upcoming year

STUDENT ACTIVITIES (SA) WORKSHOP REPORT

7 out of 9 chapters in attendance with 7 chairs, 10 attendance in total

Discussed chapter goals, student design and scholarships, K-9 activities and presentation that could be used

GRASSROOTS GOVERNMENT ADVOCACY COMMITTEE (GGAC) WORKSHOP REPORT

9 out of 9 chapters in attendance with 6 chairs, 13 attendance in total

Discussed handling of refrigerants, Build EQ, the successful Day on the Hill and set a goal of going to Queen's Park this year, discussed goals for this year,

RESEARCH PROMOTION (RP) WORKSHOP REPORT -

7 out of 9 chapters in attendance with 5 chairs, 10 attendance in total

Discussed the role of RP, old and new ideas discussed, reviewed sponsorship package

YOUNG ENGINEERS IN ASHRAE (YEA) WORKSHOP REPORT -

8 out of 9 chapters in attendance with 8 chairs, 8 attendance in total

New chairs attended and reviewed activities, ways to maintain members

MEMBERSHIP PROMOTION (MP) WORKSHOP REPORT -

7 out of 9 chapters in attendance with 7 chairs, 8 attendance in total

Discussed Basecamp, how to welcome new members, suggest publish names in newsletters, followup of emails to lapsed members

HISTORICAL WORKSHOP REPORT & COMBINED ELECTRONIC COMMUNICATIONS

7 out of 9 chapters in attendance with 4 chairs, 11 attendance in total

Discussed how to keep history alive, what to retain, do photos of chapter meetings and events, discussed what awards are available, 125th ASHRAE anniversary that is coming up, reviewed PAOE points, how to work with other chapter chairs

CHAPTER OPERATION WORKSHOP REPORT

9 out of 9 chapters in attendance (total of 22 in attendance)

Interaction session to review chapter functions and how to organize meetings. Some items included as a summary from the Manual of Chapter Operations.

NOMINATING REPORT

Doug Cochrane, DRC, called on Isabelle Lavoie and Nicolas Lemire on the report from the Caucus Sessions.

Nicolas reported that the positions had been completed (completed early). Everyone came prepared to the sessions and the summer planning session assisted in having candidate names brought forwarded.

The new Nominating Member and Alternate are:

Nicolas Lemire - Nominating Member

Isabelle Lavoie - Nominating Alternate

Guy Perreault - Nominating Reserve Alternate

Doug Cochrane thanked everyone for the hard work and preparing for the sessions before the CRC.

Doug Cochrane mentioned that the proposed date for the Spring Planning meeting is Sat April 14/2018 in Montreal. This will allow incoming Chapter Presidents to start to be prepared and get CIQ forms into Society

REGIONAL FINANCES – CRC 2016 NB/PEI & REGIONAL FUND REPORT

Doug Cochrane, DRC, called on host chapter (Montreal) to review the past chapter's crc (NB/PEI).

{refer to Appendix G – CRC 2016 Financial – NB/PEI}

{refer to Appendix H – Regional Fund}

Doug called on Montreal - Simon Khaled, Delegate who reviewed the statements.

Simon reported that review completed. The CRC shows a positive income of \$604 which is split with the Region 2 Fund.

Doug indicated that the NB/PEI had a successful CRC and was able to work with the provincial sales tax increase that they had during the year. Additional attendance and sponsorships allowed the CRC to have a small profit.

Motion: to accept the CRC 2016 NB/PEI CRC Statements

Moved by Montreal - Simon Khaled, 2nd by Windsor- Paul Greff - **Approved** by all Delegates (9/0/0)

Doug mentioned that the Historical Profile needs to be submitted to Society and has been posted on the Region 2 web site. Montreal will also need to be prepared.

Doug Cochrane, DRC, then returned to the **Regional Fund Reports** for 2016-2017

Doug indicated that setting up a bank account for a Non-Profit organization takes some steps. ASHRAE Region 2 has not been set-up and with a one time expense.

Simon Khaled indicated that report audited. Opportunity Fund was used by people attending CRC and will show in the 2018 financials.

Motion: to accept the Region 2 2016/2017 Financial Statements

Moved by Montreal - Simon Khaled, 2nd by Windsor- Paul Greff - **Approved** by all Delegates (9/0/0)

Doug Cochrane, DRC, then presented the **2017-2018 Region 2 Budget**

Region 2 Budget was also discussed during the Chapter Operations Workshop. The Chapter Opportunity Fund is in USD but is an in/out amount so should not effect the budget when converting. RVC reimbursements remains the same but with a only one position changing for incoming & outgoing expenses. The RMCR position has a change over so allowing for outgoing and incoming expenses at Society meeting. The one time bank charges applied.

Isabelle Lavoie asked about award expenses. Discussion involved moving to paper award/certificates as trophies and plaques are hard to prepare, track and bring to CRC meetings in addition to being an additional expense. Some formal guidelines need to be created.

YEA Leadership is proposed to be funded by 1 from Region Fund and 1 for Opportunity Fund.

The Dinner at the Society Meeting had an additional expense due to a Waterloo sponsorship that did not materialize but additional meal expenses had already occurred. It is unfortunate that there is an additional expense but this should not be placed upon a member. It has been proposed that Region 2 and Region 11 share the additional costs.

Discussion involved that budget had a loss for 2017-2018. Chapter Assessment Dues & Regional Fund Dues is proposed to progressively increase in next 3 years by \$0.50 to keep close level of services. Region should use tier approach on increasing chapter assessment & regional fund dues. Keep in mind services and expenses will be reduced to maintain healthy budget. The past few CRC have been able to make some money which has helped the Regional Fund. Chapter assessment adjusted to \$6.00 per dues paying member.

Motion: to accept the Region 2 - 2017/2018 Budget

Moved by Windsor- Paul Greff, 2nd by NB/PEI- Robert Hoadley - **Approved** by all Delegates (8/1/0)

Action item – to follow up on the additional expenses due to the Promised Sponsorship from UofWaterloo did not come through. Doug Cochrane, DRC to investigate further and minimize impact on regional budget.

Doug Cochrane, DRC, then called for a short break

{a 10-minute break was taken at this time before the business session resumed}

CRC 2018 BUDGET – WINDSOR

Doug Cochrane, DRC, reconvened the meeting and called on James Smith CRC 2018 Chair to present the planning and budget.

{refer to Appendix F – CRC 2018 Windsor Budget and Presentation}

An updated CRC 2018 Budget was presented with update to number of assigned members to 1811. James added that expenses adjusted for the Hospitality Suite expenses and a limit may be necessary. Corporate sponsors will also help offset some additional Hospitality Suite expenses for each night which is how Montreal was able to arrange. A suitable sized room for the Hospitality Suite also helps.

Motion: to accept the Region 2 2017/2018 Budget

Moved by Windsor- Paul Greff, 2nd by NB/PEI- Robert Hoadley - **Approved** by all Delegates (9/0/0)

2017 SOCIETY AND REGIONAL MOTIONS

Doug Cochrane, DRC, called on Isabelle Lavoie and Ibrahim Semhat to present and show the motions that had been submitted to allow for review, discussion and approval. (The follow motions have been reorganize below to group Society and Region Motions together).

S=Society Motion, R=Regional Motion

2017 Motion #	STATUS For/Against/Abstain	MOTION
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2017-S-1	Passed 9/0/0	To add 50 PAOE points for each chapter activity related to Women in ASHRAE (WIA), with a maximum of 100 points.
2017-S-2	Passed 9/0/0	To modify the Smart Start Program fees to amounts that can be easily memorized to promote the program better.
2017-S-3	Passed 9/0/0	That Society begin to research and publish ventilation information and recommendations on retail cannabis outlets as well as cannabis growing & processing facilities
2017-S-4	Passed 9/0/0	That Society consider reducing the minimum number of students required to form a formal Student branch from 10 student members to 5
2017-S-5	Passed 9/0/0	That ASHRAE join the Canadian Energy Efficiency Alliance, effective 01 July 2018.
2017-R-1	Fail 0/9/0 (also see 2017-R-5)	That the region change the format for asking all Region 2 Chapters to bring an item for a silent auction and change it so only gifts are required from the chapter hosting the CRC
2017-R-2	Passed 9/0/0	That the Chapter PowerPoint template and reporting at CRC's being changed to show the past 3 years of values for each of the slides.
2017-R-3	Passed 9/0/0	That the Chapter PowerPoint reporting at CRC's to show for membership: a) Area Assigned Members b) Chapter Dues Paying Members c) # of new members d) # of delinquents e) # of cancellations f) # of students
2017-R-4	Passed 9/0/0	That the Region maintain a Regional bank account in the Province of Quebec even though one is open in the Province of Ontario
2017-R-5	Passed 8/1/0	That the region remove the RP silent auction from the annual CRC and leave it up to the CRC Host Chapter to determine if they wish to either hold a silent auction or find an alternate method of RP contribution, or have no RP fundraising at the CRC
2017-R-6	Fail 1/8/0	That the Region to allocate \$1500 per year to cover the cost of running annual Regional Student Congresses, starting in FY2018-2019.
	Withdrawn	To modify the scope of the CRCs in order to add technical content, training, seminar and/or conferences to the agenda.
	Withdrawn (to action item)	To nominate Yves Trudel from the Quebec Chapter as Regional Treasurer for the 2017-2018 fiscal year
	Withdrawn (to action item)	Reduce CRC to 2 days. Streamline all meetings to be completed by 6pm on Saturday.

2017 SOCIETY AND REGIONAL MOTION DETAILS

Society Motion: 2017-S-1

Moved By: Montreal Chapter 2nd By: Toronto Chapter

Moved: **To add 50 PAOE points for each chapter activity related to Women in ASHRAE (WIA), with a maximum of 100 points.**

Background: Currently, chapters do not receive any points for holding WIA activities.

Fiscal Impact: none

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

Society Motion: 2017-S-2

Moved By: Montreal Chapter 2nd By: Toronto Chapter

Moved: **To modify the Smart Start Program fees to amounts that can be easily memorized to promote the program better.**

Background: The current fees, 21\$-73\$-105\$, are hard to remember when promoting the program to a potential member. If we do not have the program sheet on hand when speaking about the program, the majority of the time the amounts are not given correctly.

Fiscal Impact: None If the amounts are just shifted. For example: 25\$-75\$-100\$ (+2\$ in total).

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

Society Motion: 2017-S-3

Moved By: NB/PEI Chapter 2nd By: Toronto Chapter

Moved: **That Society begin to research and publish ventilation information and recommendations on retail cannabis outlets as well as cannabis growing & processing facilities.**

Background: Canada will be legalizing recreational cannabis in July 2018. This follows legalization of recreational cannabis in the States of Colorado and Washington. The States of Maine, Nevada, California, Massachusetts, and Alaska have legalized recreational use, and are in the process of regulating and planning the process of legalization. Cannabis consumption for medicinal purposes has already been legalized in a further 29 states and Canada.

ASHRAE has released a position document on indoor tobacco use (ASHRAE Position Document on Environmental Tobacco Smoke). This document does not reference indoor cannabis consumption.

Industrial scale cultivation of cannabis has begun in the Canadian province of New Brunswick. While the interior environment is controlled for plant growth, large amounts of air is exhausted from these facilities. This air may be directly exhausted without treatment or filtration. Some facilities treat this air with particulate filtration as well as gas phase filtration. There exists no formal guidance beyond industry standards in what is a fairly new industry.

Fiscal Impact: Unknown

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

Society Motion: 2017-S-4

Moved By: Ottawa Valley Chapter 2nd By: London Chapter

Moved: **That Society consider reducing the minimum number of students required to form a formal Student branch from 10 student members to 5.**

Background: Currently we require a minimum of 10 students registered as student members to form a Branch. This is difficult to form a new Branch and continue growth within the institution. We have CEGEP with about 25 students (total in all years) in the program and would like to form a Branch as the program is specifically related to the HVAC industry and ASHRAE.

Fiscal Impact: \$0

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

Society Motion: 2017-S-5

Moved By: Toronto Chapter 2nd By: NB/PEI Chapter

Moved: **That ASHRAE join the Canadian Energy Efficiency Alliance, effective 01 July 2018.**

Background: With ASHRAE becoming more involved in the Government Advocacy role outside of the United States, the Society needs to join some of the Alliances in other countries similar to the ones that ASHRAE is currently involved with in the United States. As ASHRAE has no Canadian advocacy staff compliment, the Canadian Energy Efficiency Alliance (CEEA) could assist ASHRAE in providing a voice at the Federal level of the Canadian government. The CEEA is associated with the Alliance to Save Energy (ASE) of which ASHRAE is a member and this is a natural extension.

Fiscal Impact: \$5000 CDN / year

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

Regional Motion: 2017-R-1 (also see 2017-R-5)

Moved By: Hamilton Chapter 2nd By: Toronto Chapter

Moved: **That the region remove the RP silent auction from the annual CRC and leave it up to the CRC Host Chapter to determine if they wish to either hold a silent auction or find an alternate method of RP contribution, or have no RP fundraising at the CRC.**

Background: Presently, each chapter is obligated to bring to the CRC an item of significant value for the silent auction. However, there are several downside factors for justifying this motion.

1. Are the RP funds raised significant enough to justify the cost and effort by the chapters as noted below?
2. The difficulty in transporting the item to the CRC by all the out-of-town chapters.
3. The challenge of bringing something that will generate a high enough bid that is several times greater than the cost of the item – to justify the auction.

3. Selecting an item of broad interest to ensure bidding interest is far in excess of the item cost.
 4. Acquiring an {ARC} receipt for a chapter [or individual/contributor] for submitting it as a business expense – so it can be used as a federal tax deduction.
 5. Should RP not be focusing on acquiring investments from the HVAC &R industry rather than from a chapter contribution when a receipt is difficult to issue and be of some value.
 6. Although auction was originally designed to help the CRC Host Chapter raise funds that were potentially lost from their local RP contributors who now were also being asked to contributed to the CRC, the event should be totally done by the Host Chapter as it is their issue and not ask all the other region 2 Chapters to cover a potential shortfall in the Host Chapter's investments.
- Fiscal Impact: none
Vote Count: **FAILED** For: 0 Against: 9 Abstained: 0

Regional Motion: 2017-R-2

Moved By: London Canada Chapter 2nd By: NB/PEI Chapter

Moved: **That the Chapter PowerPoint template and reporting at CRC's being changed to show the past 3 years of values for each of the slides.**

Background: The current chapter reports include only the last year values. Providing previous years allows the chapter and region review to ensure the chapter is stable.

Fiscal Impact: none

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

Regional Motion: 2017-R-3

Moved By: London Canada Chapter 2nd By: NB/PEI Chapter

Moved: **That the Chapter PowerPoint reporting at CRC's to show for membership:**

- a) **Area Assigned Members**
- b) **Chapter Dues Paying Members**
- c) **# of new members**
- d) **# of delinquents**
- e) **# of cancellations**
- f) **# of students**

Background: The current chapter PowerPoint report has a reporting line for Members. It is not clear as to the Members number that should be reported. The proposed categories match the Chapter Statistics table.

Fiscal Impact: none

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

Regional Motion: 2017-R-4

Moved By: Quebec City Chapter 2nd By: NB/PEI Chapter

Moved: **That the Region maintain a Regional bank account in the Province of Quebec even though one is open in the Province of Ontario.**

Background: To assure an easy continuity of the financial operation of the Region in the case of a DRC located in the Province of Quebec.

Fiscal Impact: Unknown

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

Regional Motion: 2017-R-5

Moved By: Hamilton Chapter 2nd By: Toronto Chapter

Moved: **That the region remove the RP silent auction from the annual CRC and leave it up to the CRC Host Chapter to determine if they wish to either hold a silent auction or find an alternate method of RP contribution, or have no RP fundraising at the CRC.**

Background: Presently, each chapter is obligated to bring to the CRC an item of significant value for the silent auction. However, there are several downside factors for justifying this motion.

1. Are the RP funds raised significant enough to justify the cost and effort by the chapters as noted below?
2. The difficulty in transporting the item to the CRC by all the out-of-town chapters.
3. Selecting an item of broad interest to ensure bidding interest is far in excess of the item cost.
4. Should RP not be focusing on acquiring investments from the HVAC &R industry rather than from a chapter.
5. Although auction was originally designed to help the CRC Host Chapter raise funds that were potentially lost from their

local RP contributors who now were also being asked to contribute to the CRC, the event should be totally done by the Host Chapter as it is their issue and not ask all the other region 2 Chapters to cover a potential shortfall in the Host Chapter's RP income

Fiscal Impact: none

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

Regional Motion: 2017-R-6

Moved By: Toronto Chapter 2nd By: Hamilton Chapter

Moved **Region to allocate \$1500 per year to cover the cost of running annual Regional Student Congresses, starting in FY2018-2019.**

Background: ASHRAE faces a constant challenge of renewing its membership. In Canada, students offer the best opportunity for new members. Student Congresses at the society level have been very useful in providing ideas to improve the student experience in ASHRAE. Regionally, we have not held Student Congresses. However, the Toronto Chapter has held successful Congresses involving several of the student branches in the GTA, and have benefitted from the comments and suggestions of the graduating students and sharing their thoughts with the incoming students. We are proposing that each sub-regions of Region II (Maritimes = NB/PEI and Halifax; Quebec and Eastern Ontario = Ville de Quebec, Montreal and Ottawa; Western Ontario = Toronto, Hamilton, London and Windsor) hold annual Student Congresses where the outgoing student leaders from the various ASHRAE Student Branches would meet with the incoming student leaders and Student Activities chairs, RVC, YRC and other available volunteers.

Fiscal Impact: \$1500 annually, separated into 3 x \$500, to offset costs of meeting room, food, and travel. Chapters and Branches will be expected to cover all other costs through their own budget, fundraising or sponsorships.

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

Regional Motion: Withdrawn

Moved By: Montreal Chapter 2nd By: NB/PEI Chapter

Moved: **To modify the scope of the CRCs in order to add technical content, training, seminar and/or conferences to the agenda.**

Background: : In order to create more value to the CRCs, the addition of technical content to these regional events might generate an increase in participation and allowed chapter members to attend and assist to the regional board meetings. At CRC, there is always a few interesting professionals that could present their ASHRAE Technical Awards projects or any conference already given at a past Society Conference. The society representative could also present at least one seminar.

Fiscal Impact: \$0 If local speakers are retain, the financial impact is strictly positive for the CRC host committee as attendee fee will cover for the registration and publicity fees.

Vote Count: **WITHDRAWN**

Regional Motion: Withdrawn

Moved By: Quebec City Chapter 2nd By: Montreal Chapter

Moved: **To nominate Yves Trudel from the Quebec Chapter as Regional Treasurer for the 2017-2018 fiscal year.**

Background: Yves Trudel did the job for the last 2 years, even through another person was supposed to. Also no bank account was open in Ontario for the last 2 years.

Fiscal Impact: None

Vote Count: **WITHDRAWN** (treasure position typically appointed by the DRC, Delegates agreed that DRC could appoint a suitable person)

Regional Motion: Withdrawn

Moved By: Toronto 2nd By: Hamilton Chapter

Moved: **Reduce CRC to 2 days. Streamline all meetings to be completed by 6pm on Saturday.**

Background: The Region II budget is currently in a deficit. Reducing one night of hotel costs for the CRC will also help to reduce the CRC seed money.

Fiscal Impact: This will reduce the costs of CRC by approximately 1/3

Vote Count: **WITHDRAWN** (assigned as an action item to DRC & ARC to review CRC schedule to reduce time commitment)

END OF MOTIONS

2017-2018 REGIONAL OFFICERS VISITS

Doug Cochrane, DRC, then presented a preliminary table with proposed visits by RVC's 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.

Region 2 has 18 visits permitted by Society each year. The summer planning meeting uses 8 and therefore 10 are allocated for RVC chapter visits.

Bjarne Olesen, 2017-2018 ASHRAE President is scheduled to visit Region 2 from Feb 26 to March 2 for Chapter visits. Additional visit to Students and Technical presentations can also be scheduled.

OPPORTUNITY FUND

Doug Cochrane, DRC, then indicated a few chapters have submitted forms. Other chapters reminded that application due by Sept 30/2017 for requests.

UPCOMING CRC DATES AND LOCATIONS

Aug 24 to 26, 2018 - Windsor, ON - Chair: James Smith
Aug 23 to 25, 2019 - Halifax, NS - Chair: to be assigned
Aug 2020 - Quebec, QC - Chair - Guy Perreault
Aug 2021 - Ottawa, ON
Aug 2022 - London, ON
Aug 2023 - Toronto, ON

Doug Cochrane, DRC, mentioned that Toronto will be hosting the Society Annual meeting in 2022.

VIP PRESENTATION

Doug Cochrane, DRC, then call on Isabelle Lavoie, CRC 2017 Chair to present gift to the VIPs (hockey jerseys) and thanked them for attending the CRC.

Mick Schwedler indicated CRC was well done and attended. Darryl Boyce indicated that although he visits in Ottawa he as always cheered for Montreal.

FINAL REMARKS

Doug Cochrane, DRC, then thanked everyone for their time away from families during the summer. The work that was completed at the CRC helped to move the Region and Society forwarded.

Doug indicated it was his honor to server at DRC. This would be the last year as DRC. He plans on continuing attending CRCs. Doug thanked Ibrahim for his work as ARC and Tom for CRC Secretary. Doug then asked all those in attendance if any other comments.

Doug Cochrane, DRC then proposed a motion that the meeting be adjourned.

Moved by: Windsor Chapter Paul Greff, 2nd by: Montreal Chapter Simon Khaled - **Approved** by all Delegates (9/0/0).

The Third Business Session of the 2017 CRC was concluded.

THE 3rd BUSINESS SESSION & CRC ADJOURNED AND CONCLUDED AT 12:08PM ON SUN AUG 27, 2017

A CRC debriefing meeting was held for Montreal Chapter (2017 CRC Hosts) and Windsor Chapter (upcoming 2018 CRC Hosts) after the adjournment.

Detailed Agenda - CRC Montreal 2017

Day 0 Thursday August 25, 2016

16:00-20:00	CRC Registration	Conference Level Lobby (top of escalator)
		Dinner on your own. Registration can give suggestions
21:00-02:00	Hospitality Suite	Petitcodiac Room

Day 1 Friday August 26, 2016

ALL DAY	HISTORY DISPLAY	Petitcodiac Room
07:30 - 17:30	CRC Registration	Conference Level Lobby (top of escalator)
07:00-08:30	Breakfast	Shediac C Room
08:30 - 09:30	Orientation Session/	Shediac A/B Room (Open to All) <ol style="list-style-type: none"> 1. Welcome Remarks - D. Cochrane 2. Introduction - All 3. Appointment of the recording secretary - D. Cochrane 4. Review and approval of the business meetings agenda - D. Cochrane 5. Review of RVC roll off dates - D. Cochrane 6. Travel Vouchers - requirements 7. Presentation of today's later events - I. Lavoie 8. Picture (DRC, Delegates and Alternates) with chapter banners for Regional Historian
09:45 - 11:45	Caucus Session	Shediac A/B Room <ol style="list-style-type: none"> 1. Delegates and Alternates - N. Lemire/I. Lavoie
09:45- 11:45	DRC/RMCR/ARC/RVCs Regional Meeting	Boardroom <ol style="list-style-type: none"> 1. Chapter Visit Planning 2. Review of Awards 3. Region II Manual of Operations 4. Region II Website and Basecamp 5. Chapter Opportunity Fund 6. Chapter Leadership Academy
09:45 - 11:45	Technical Tour	Highfield Street Water Pumping Station – bus departs at 09:45 meeting place

9:30 - 9:45	Break	Reception Foyer (outside Shediac Rooms)
12:00 - 13:00	Presidential Luncheon - Working Lunch	Shediac C Room Presidential Theme presentation – Sheila Hayter
13:10 - 17:15	Business Meeting #1	Shediac A/B Room (Open to All) <ul style="list-style-type: none"> 1. Call to Order – D. Cochrane 2. ASHRAE Research Canada - D. Boyce 3. Approval of 2016 CRC Minutes – D. Cochrane 4. Report on 2016 CRC Motions – I. Lavoie 5. Reading of any prepared Motions for 2017 CRC – I. Lavoie 6. CRC 2018 Budget –J. Smith 7. Society Officer Report VP – M. Schwedler 8. ASHRAE Staff Report – S. Comstock 9. Chapter Reports (5 min. each) -Chapter Presidents 10. Meeting adjournment – D. Cochrane
14:00 – 16:00	Technical Seminar	Shediac C <ul style="list-style-type: none"> 1. Low Impact Mechanical Systems - Tim McGinn, P.Eng., LEED AP, long time ASHRAE Distinguished Lecturer
15:15 – 15:30	Break	Reception Foyer (outside Shediac Rooms)
18:00 - 21:00	Welcome Party	St. James' Gate (short walk) meeting place or other details
21:00 – 02:00	Hospitality Suite Open	Petitcodiac Room

Day 2 Saturday August 27, 2016

ALL DAY	HISTORY DISPLAY	Petitcodiac Room
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07:30 - 2:00	CRC Registration	Conference Level Lobby (top of escalator)
07:00 - 8:30	Breakfast	Shediac C Room
08:30 - 9:45	Business Meeting #2	Shediac A/B Room (Open to All) <ol style="list-style-type: none"> 1. Call to Order – D. Cochrane 2. Presentation of today's later events – I. Lavoie 3. Regional Statistics – I. Semhat 4. RVC Reports (5 min. each) <ol style="list-style-type: none"> a. CTTC – D. Robert b. SA – B. Oliver c. GGAC – R. Gagnon d. RP – M. Lawrence e. Historian – T. Pollard f. YEA – A. Gagnon g. MP – G. Lussier h. Region II Manual of operations – I. Lavoie 5. Meeting adjournment – D. Cochrane
09:45 -10:00	Break	Reception Foyer (outside Shediac Rooms)
10:00 - 11:20	Committee Workshop	Shediac C Room: CTTC Part 1
10:00 - 11:20	Executive Session #1	Shediac A/B Room <ol style="list-style-type: none"> 1. Delegates and Alternates – N. Lemire/I. Lavoie
11:30 - 13:30	Awards Luncheon	Ballroom A
13:30 - 17:00	Committee Workshops	<ul style="list-style-type: none"> • Shediac A/B Room: Chapter Operations • Shediac C Room: CTTC Part 2 • Boardroom: Research Promotion • Madawaska Room: History • Miramichi Room: Student Activities • Restigouche Room: Membership Promotion • Matapedia Room: YEA • First Nations Room: Grassroots Government Advocacy
15:00 - 15:15	Break	Reception Foyer (outside Shediac Rooms)
17:15 -23:00	Dinner & Activity	Lobster Tales Boat Cruise, Shediac – buses depart at 17:15 meeting place
23:00 – 02:00	Hospitality Suite Open	Petitcodiac Room

Day 3 Sunday August 28, 2016

07:00 - 8:30	Breakfast	Shediac C Room
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07:30 - 8:30	Executive Session #2 (if required)	Shediac A/B Room 1. Delegates and Alternates – G. Perreault/N. Lemire
08:30 - 12:00	Business Meeting #3	Shediac A/B Room (open to all) 1. Workshop Reports including Motions from workshops – Workshop Delegates (5 min. max) a. CTTC, SA, GGAC, RP, YEA,MP, History 2. Report from Executive sessions – N. Lemire/I. Lavoie 3. Regional Fund - D. Cochrane (on behalf of Y. Trudel & New Treasurer D. Benedetti) a. Approval of 2016 CRC Financial Statement – S. Khaled b. Approval of 2016-2017 Final Financial Statements audited by Montreal Chapter – S. Khaled c. Approval of 2017-2018 Region II Budget 4. CRC 2018 Budget Approval – D. Cochrane 5. Motions – I. Lavoie 6. DRC/RVC Chapter visits schedule for the year – I. Semhat 7. New Business – D. Cochrane a. Region II basecamp site b. Chapter opportunity fund c. Chapter Leadership Academy 8. CRC dates for the next three years – D. Cochrane a. Windsor: – August 24-26 2018 – Chair: James Smith c. Halifax: – August 23-25 2019 – Chair: TBD d. Quebec - August 21-23 2020 - Chair: TBD Toronto holding annual meeting in 2022 London will hold CRC this year 9. Final Remarks - D. Cochrane 10. Meeting Adjournment – D. Cochrane
10:00 – 10:15	Break	Reception Foyer (outside Shediac Rooms)
12:00 - 13:00	CRC Debriefing	Shediac A/B Room (all are welcome)

APPENDIX-B
PAST SOCIETY MOTIONS SUMMARY/STATUS

REGION 2 – 2017 CRC

PAST SOCIETY MOTIONS SUMMARY/STATUS

London Chapter – Motion 4a (10/14/2016):

That Society automatically convert and credit ASHRAE Canadian Members' RP donations made online to Canadian dollars, or allow online donations to be made in Canadian dollars.

Status: This motion was referred to the Development Committee, ASHRAE Comptroller and IT Staff for consideration.
(Open)

Montreal Chapter – Motion 11 (10/14/2016):

That 100 PAOE points be added for each chapter officer or board of governors member who is a woman, with a maximum of 300 points.

Answer: This motion failed. A similar motion from the spring 2016 CRCs failed at Members Council, (That Members Council recommend PAOE points for a chapter having a woman chair a chapter grassroots committee or sit on a chapter BOG.). The Region Operations Subcommittee Chair reported that the subcommittee believes that women are selected for the positions because they are qualified and not because they are women. (Complete)

Montreal Chapter – 2016 CRC Motion 4:

That the "YEA Members" Chapter Report be modified in order to have three separate columns on the Excel spreadsheet for "First name," Last name," and "Prefix."

Answer: The YEA Staff is in agreement with the above motion and took an action item to update and implement this report.
(Complete)

Ottawa Valley Chapter – 2016 CRC Motion 5:

That Society provide an additional title in the dropdown menu to assign committee members while completing the Chapter Information Questionnaire (CIQ) and that all committees listed on the Chapter Service Award Tally Form (MP, RP, SA, YEA, GGAC and CTTC) have the position of "committee member" added to the dropdown options.

Answer: Staff was assigned an action item to include chapter committee positions as committee members in the CIQ dropdown box. (Complete)

APPENDIX – C

CHAPTER REPORTS

Region 2 Statistics Table
Region 2 PAOE Final Points

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

ASHRAE Region II - Statistics

	Halifax		NB-PEI		Québec		Montreal		Ottawa		Toronto		Hamilton		London		Windsor	
	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017	2015-2016	2016-2017
Membership Promotion																		
Area Assigned Members	178	182	167	185	184	172	564	556	403	406	1133	1109	286	257	128	128	64	64
Chapter Dues Paying Members	110	130	167	185	107	117	364	333	236	237	505	549	127	127	82	84	50	49
# of new members	22	23	16	9	17	16	55	61	32	43	113	102	21	10	0	2	9	6
# of delinquents	3	10	11	5	8	7	80	76	28	28	124	111	29	8	0	0	2	3
Student Activities																		
# of new Students	19	29	11	25	52	62	152	150	34	26	166	101	21	11	27	21	31	12
# of student branches	1	1	2	2	3	4	7	7	2	2 (+2)	7	7	1	1	1	1	1	1
Advisor a member	1	1	2	2	3	4	8	8	2	2	1	Yes	1	1	1	1		
CTTC																		
# of regular meetings	8	8	7	9	7	7	8	8	8	8	7	7	8	8	8	8	9	7
Average attendance	25	25	15	20	82	86	179	156	65	63	100	107	35	36	45	45	22	24
# of other tech. Events	1	1	2	0	3	4	9	16	6	6	5	7	0	1	1	1	2	2
# of Distinguished Lecturer used	1	1	2	2	1	0	2	2	1	3	2	2	1	0	2	2	2	0
# of social events	3	3	3	2	3	2	6	9	8	9	5	6	2	4	3	3	3	3
# of Refrigeration events	0	0	2	1	1	2	2	2	0	2	0	1	1	0	0	1	0	0
# of chapter technology awards (Chapter, Region, Society)	0	0	0	0,0,1 submitted	0,0,0	2	8,8, to come	3 won/ 6	6	3	1	0	0	0	0	0	0	0
Finances																		
Total Funds Balance	\$ 34,000.00	\$ 25,475.01	\$ 4,536.35	\$ 43,663.79	\$ 66,168.72	\$ 15,027.00	\$ 72,919.00	\$ 56,335.00	\$ 31,616.00	\$ 41,538.72	\$ 95,000.00	\$ 81,802.00	\$ 23,132.21	\$ 29,828.00	\$ 20,401.78	\$ 14,627.49	\$ 9,954.19	\$ 14,184.00
Chapter Dues/per member	\$ 65.00	\$ 65.00	\$ -	\$ -	\$ 50.00	\$ 50.00	\$ 69.58	\$ 73.93	\$ 60.00	\$ 60.00	\$ 75.00	\$ 75.00	\$ 85.00	\$ 85.00	\$ 50.00	\$ 50.00	\$ 50.00	
Members cost of Meals	\$ 30.00	\$ 30.00	\$ 25.00	\$ 20.00	\$ 45.99	\$ 45.99	\$ 52.18	\$ 53.92	\$ 45.00	\$ 45.00	\$55-\$65	\$55-\$65	\$ 45.00	\$ 45.00	\$ 50.00	\$ 50.00	\$ 32.00	
Non Member cost of Meals	\$ 40.00	\$ 40.00	\$ 35.00	\$ 30.00	\$ 63.24	\$ 63.24	\$ 73.93	\$ 75.67	\$ 65.00	\$ 65.00	\$65-\$75	\$65-\$75	\$ 50.00	\$ 50.00	\$ 60.00	\$ 60.00	\$ 32.00	
Date of Last Chapter Audit	2015-09-01	2016-09-01	2016-06-12	Ongoing	2016-06-01	2016-06-01	2015-12-01	2016-12-01	26/05/2015		2016-07-01	2017-08-12	2015-07-06	2016-11-01	2016-07-06	2017-08-16	2016-10-15	2017-08-23

2016TOTALS

2017TOTALS
3059 3107
1811 1748
272 285
248 285

437 513
24 25
19 19

12 14

\$ 280,942.29 \$ 326,112.25

NOTE: AUDIT
DATES TO BE
UPDATED!

NOTE
chapters to fill in the column for their chapter
and then save back with a new file name
so that all the reports can be compiled into one new table

REGION II

2016-2017 Presidential Award of Excellence

**Minimum and PAR points indicated are for 2016-2017*

Chapter #	Chapter Name	Chapter Members	Chapter Operations: Minimum 400; PAR 1000	Chapter Technology Transfer: Minimum 450; PAR 1050	Grassroots Government Advocacy: Minimum 500; PAR 650	Membership Promotion: Minimum 500; PAR 800	Student Activities: Minimum 300; PAR 500	RP: Minimum 800; PAR 1050	Historical: Minimum 100; PAR 300	Chapter PAOE point Totals
13	Quebec	182	1995	1050	1650	1715	2855	1425	875	11565
14	Montreal	556	2185	2025	1350	1525	4105	1360	575	13125
15	Ottawa Valley	406	1765	1350	1550	1965	1350	4412	475	12867
16	Toronto	1133	2620	2750	1250	1270	1995	1400	500	11785
37	Hamilton	257	1400	825	1400	1085	1290	1410	450	7860
100	Halifax	177	1825	900	350	1525	645	2037	250	7532
116	London (Canada)	124	1860	1075	1050	1090	985	3480	450	9990
117	NB/PEI	163	1790	775	960	760	250	2769	350	7654
141	Windsor	64	2160	800	650	1275	709	3379	635	9608

NB/PEI Chapter Activity Report Year 2016-2017

Chapter President : Sharlene Innes



**REGION II 2016-2017 REPORT
#117 - NB/PEI CHAPTER**



List of Chapter officers and BOG 2016-2017

1. Sharlene Innes, President
2. Robert Hoadley, President-elect (YEA!)
3. Eric LeBlanc, Vice President, RP Chair (YEA!)
4. Camille Chevarie, Treasurer
5. Yves Savoie, Secretary (YEA!)
6. Ryan Gosson, MP Chair (YEA!)
7. John Willden, SA Chair
8. Kevin Clannon, Historian
9. Matthew Peachman, CTTC Chair
10. Mark McGinnis, Newsletter Editor
11. Mike Boudreau, Electronic Communications (YEA!)
12. Dan El-Khoury, YEA Coordinator (YEA!)
13. Dan Boudreau, CRC 2016 General Chair
14. Terry Thibodeau, GGAC Chair



REGION II 2016-2017 REPORT #117 - NB/PEI CHAPTER



Other Technical Events beside chapter meetings

1. Hosted viewings of April webcast at multiple NBCC campuses

YEA Activities

1. YEA Social Night in November – St Louis Bar & Grill (Moncton) in December 2016.
2. Chapter sponsored YEA member Ben Roundell to attend YEA Technical Weekend in March 2017. Event took place in Atlanta.
3. Chapter YEA member Rob Hoadley selected to attend Leadership U at 2017 Winter Meeting in Las Vegas.

Social Events

1. YEA Social Event in December
2. June Social Meeting – BBQ at the Alma City Club, Moncton

Research Promotion/Fundraising

- **Chapter Goal** **\$13,500**
- **Total Dollars Raised** **\$16,032**

Chapter Finances

- **Chapter Bank Balance** \$43668.79
- **Date of Last Audit** Ongoing
- **No of Chapter Members: 185**

New things implemented during the year:

1. Brought in multiple board members from across the province
2. Added Assistant Treasurer position to preserve fiscal institutional memory

Challenges:

1. Spread of chapter members across two provinces
2. Spread of board members across New Brunswick
3. Oversized board causing quorum issues at BoG Meetings
4. Research Promotion communication breakdown led to last minute rush to meet goal.
5. Volunteer fatigue
6. Stranding a few dozen CRC attendees on a wharf at Pointe-du-Chêne.

Things you are the most proud of:

1. Hosting 2016 CRC in Moncton
2. First female chapter President – Sharlene Innes
3. Meeting RP Challenge Goal despite last-minute rush
4. Continuing interest from students in Building Engineering Technology program

What about year 2017-2018?

1. Complete Chapter Audit – Create ongoing fiscal oversight
2. Review of Chapter Bylaws – Modernize and Change
3. Strengthen Student Chapters – Especially at UNB and U de Moncton
4. Social Events in Three Major Cities – Moncton, Saint John, and Fredericton
5. Begin to Cooperate with Neighbouring Region I Maine Chapter
6. First 2nd Generation Chapter President: Robert Hoadley (2017-18) and Gary Hoadley (1980-81)

Halifax Chapter Activity Report Year 2016-2017

Chapter President : Chris Theriault



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



List of Chapter officers and BOG 2016-2017

1. President: Chris Theriault
2. President Elect: Daniel Egilsson
3. Treasurer: Jason Leadbetter
4. Secretary: Daniel Egilsson
5. MP: Chris Ruddick
6. CTTC: Conan Baker
7. RP: Aaron Smith
8. YEA: Marc Rosignol
9. Student Chair: Dane George
10. Sustainability: Tom Kendell
11. History: Tom Kendell
12. Website & Newsletter:
Nick Pinto

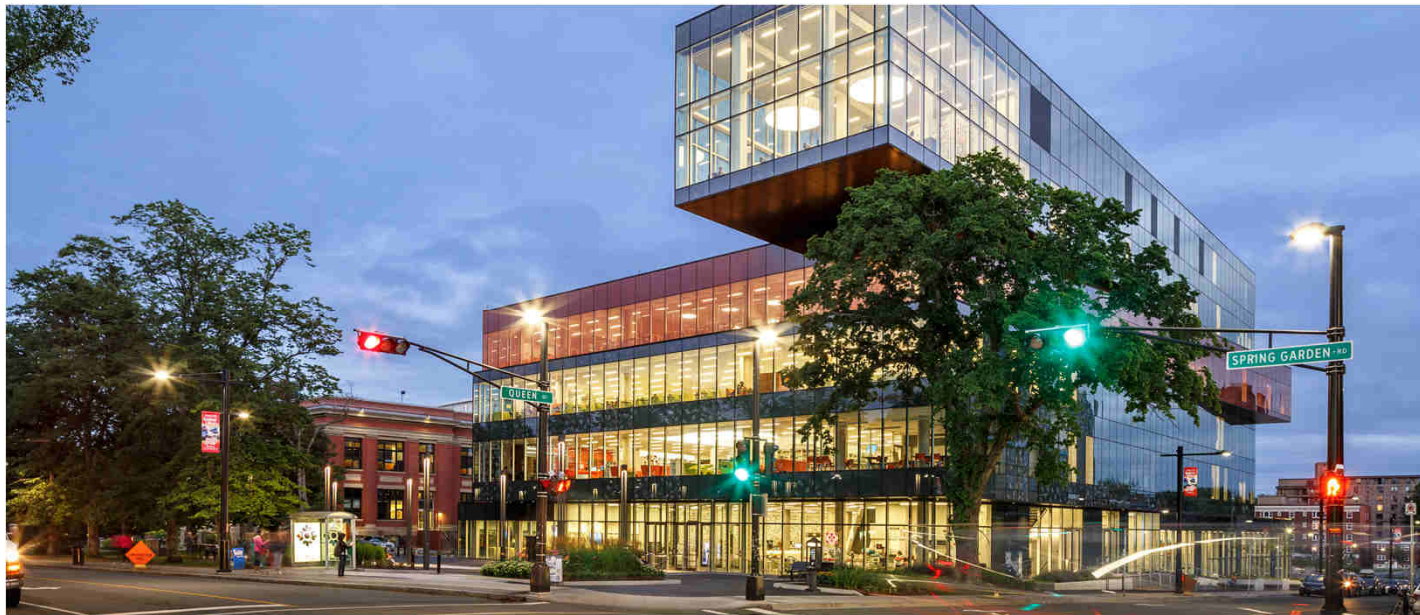


**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



Other Technical Events beside chapter meetings

1. September 2016 – BIO Seawater Cooling Plant Technical Tour
2. April 2017 – Newfoundland GBAC Event & Seawater Cooling Tech Tour
3. May 2017 – Halifax Library Technical Tour and Student Event



YEA Activities

1. November 2016 – YEA Leadership weekend (attended by Jason L & Marc R)
2. May 2017 – Guest YEA RVC in Halifax (Aubrey Dupuis)



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



Social Events

1. July 2016 - Habitat for Humanity
2. December 2016 - Holiday Social (Timber Lounge)
3. June 2017 - Golf Event



Research Promotion/Fundraising

- Chapter Goal: \$10,000
- Total Raised: \$11,450
- Donor Recognition night on December 8th (Timber Lounge)



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



Chapter Finances

- **Chapter Bank Balance** \$31,202
- **Date of Last Audit** 09/16
- **No of Chapter Members** 130



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



New things implemented during the year:

1. Merged (1) DL with New Brunswick/PEI Chapter
2. Began making donations to Habitat for Humanity as “Thank You” to guest speakers (including DLs)



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



Challenges:

1. Interest
2. Accountability
3. Succession Planning



Things you are the most proud of:

1. Exceeding RP Funds Raised
2. Exceeding MP number of New Members
3. Visible Improvement of President's Public Speaking Skills



**REGION II 2016-2017 REPORT
#100 - HALIFAX CHAPTER**



What about year 2017-2018?

1. Introducing “Mentor” and “Alternate” Roles within our Board
2. Introducing a Nomination Committee
3. Actively interfacing with sister societies (CAGBC, CHESS)
4. Increased emphasis on networking with Student Chapter
5. Actively solicit new membership and new Board appointments



Quebec City Chapter Activity Report Year 2016-2017

Chapter President : Xavier Dion Ouellet



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



Other Technical Events beside chapter meetings

1. Annual technical symposium (7 conferences)
2. Presentation of ASHRAE's Webcast
3. Technical tour «Colline parlementaire de Québec»
4. Technical tour « Faubourg du Moulin»



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



YEA Activities

1. Technical tour «Colline parlementaire de Québec»
2. Technical tour « Faubourg du Moulin»



Social Events

1. Golf tournament and bike ride

Research Promotion/Fundraising

- **Chapter Goal** **\$20 500**
- **Total Dollars Raised** **\$15 201**



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



Chapter Finances

- **Chapter Bank Balance** **\$15 027**
- **Date of Last Audit** **06/2016**
- **No of Chapter Members** **172**



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



New things implemented during the year:

1. Employers recognition program (golf tournament's foursome)
2. Webcast of two of our monthly meeting (with Chapter's opportunity fund)
3. 7 newsletter instead of 6 in previous years



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



Challenges:

1. Participation from engineering firms
2. Loosing member
3. Start the transition into having a balanced budget
4. French presenter



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



Things you are the most proud of:

1. Chapter's 60th anniversary : a success!
2. Two ASHRAE technology awards submitted to Region
3. Budget went from \approx -20K\$ to \approx -10K\$
4. Great reaction from our two monthly meetings video transmission
5. Presentations in K-12 school



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



What about year 2016-2017?

1. More participation from engineering firms
2. Keep our students branch active and motivated
3. Maintaining our membership
4. Try to maintain the webcast of our monthly meetings



**REGION II 2016-2017 REPORT
#013 – QUEBEC CITY CHAPTER**



Montreal Chapter Activity Report Year 2016-2017

Chapter President : Samuel Lavoie



**REGION II 2016-2017 REPORT
#014 - MONTREAL CHAPTER**



List of Chapter officers and BOG 2016-2017

1. Samuel Lavoie, president
2. Simon Khaled, president-elect
3. Francis Lacharité, vice-president
4. Jean-Sébastien Trudel, treasurer
5. Audrey Dupuis, secretary
6. BOG: Marc Beauchemin, Daniel Bourque, Mai Anh Dao, Ronald Gagnon, Jean-Gabriel Joannette, Anthony Jonkov, Stanislaw Kaji, André Labonté, Isabelle Lavoie, Nicolas Lemire, Geneviève Lussier, Caroline Paquet, Isabelle-Ève Poirier, Marc-André Ravary, Daniel Robert, Mathieu Rondeau, Nicolas Sovran and Pascal Verdon

Other Technical Events beside chapter meetings

(1 of 2)

1. Technical seminar in partnership with BOMA QC, October 13th
2. ASHRAE-sponsored presentation and ASHRAE booth at Contech EXPO, November 3rd-4th
3. WIA breakfast conference, “Performing at work”, November 10th
4. John Abbott College technical tour for students, November 18th
5. YEA technical tour at new McGill University Health Center, November 24th
6. Bitzer plant tour – refrigeration, December 7th
7. DL presentation during ASHRAE Montreal career fair, Concordia University, February 8th
8. WIA breakfast conference, “Leadership for women”, February 21st

Other Technical Events beside chapter meetings (2 of 2)

9. ASHRAE Montreal Half day seminar on sustainability, March 13th
10. WIA breakfast conference, “Stress management”, March 23rd
11. Technical tour for students – 900 de Maisonneuve, March 28th
12. Refplus plant tour – refrigeration, April 19th
13. ASHRAE webcast presentation at Ahuntsic College, April 20th
14. ASHRAE-sponsored presentation and ASHRAE booth at MCEE EXPO, April 26-27th
15. WIA breakfast conference, “PRANA sustainable business”, May 4th
16. YEA technical tour and soccer game at the new soccer stadium of Montreal, May 18th

YEA Activities

1. Chapter-sponsored member sent to YEA Leadership weekend, November 4th
2. Technical tour at new McGill University Health Center, followed by social event at local pub, November 24th
3. Curling tournament, followed by tour of mechanical room, February 28th
4. Technical tour and friendly soccer game at the new soccer stadium of Montreal, May 18th

Social Events

1. Speed networking for students, McGill University, November 8th
2. Volunteers' Christmas dinner, December 12th
3. ASHRAE Montreal career fair, Concordia University, February 8th
4. Annual member's night March 31st
5. Annual golf and cycling event, June 6th

Research Promotion/Fundraising

- **Chapter Goal** **\$31 000**
- **Total Dollars Raised** **\$29 364**

Chapter Finances

- **Chapter Bank Balance** **\$56 335**
- **Date of Last Audit** **12/16**
- **No of Chapter Members (AAM)** **556**

New things implemented during the year:

1. New chapter website along with e-newsletter
2. Brand new advertisement package and policy (media kit)
3. Meeting with QC government regarding Building EQ (GGAC)
4. Executive committee (successfully) aiming for STEM awards (K-12)

Challenges:

1. Preparation of new website on top of regular activities and duties
2. Planning high number of events with short notice information
3. Meeting deadlines for the monthly newsletter
4. Raising funds for RP during a CRC year
5. Communication - 40+ volunteers
6. Selling new media kit to our advertising partners

Things you are the most proud of:

1. Brand new website – attracted over 55 000 visits over 2016-2017
2. New paperless monthly newsletter
3. High number of events – chapter stayed very active and good attendance
4. Obtained the 1st position for the PAOE points for our Region
5. Very active WIA committee (**thanks to Ms Audrey Dupuis**)
6. Successful YEA committee, getting young members involved
7. Bringing back to life refrigeration committee (work in progress)
8. Memorable annual members' night (Canard à la presse)
9. Very young executive committee
10. Keynote speaker from David Suzuki foundation for our sustainable night
11. Involvement of the executive committee with K-12 activities (STEM)

What about year 2017-2018?

1. We are changing our actual golf course location after 18 years!
2. For a second time ASHRAE Montreal will have a joint venture with CETAF to organize a refrigeration forum of a full day.
3. Final phase of our website optimization and investment including a change in the internal process in regards to the news letters, and publicity.
4. Improve the communication between the committees and the board of governors to become more efficient.
5. Maintaining the quality and quantity of activities, we had during the 2016-2017 in all fields.

Ottawa Valley Chapter Activity Report Year 2016-2017

Chapter President : Adam Graham



REGION II 2016-2017 REPORT
#015 – OTTAWA VALLEY CHAPTER



List of Chapter officers and BOG 2016-2017

1. Past President – Georges Maamari
2. President – Abbey Saunders
3. President Elect – Adam Graham
4. Treasurer – Daniel Redmond
5. Secretary – Christopher Fudge
6. Governor – Aaron Dobson
7. Governor – Richard Cameron
8. Governor – Adrienne Mitani
9. Governor – Chris Frauley
10. Governor – Adam Moons



REGION II 2016-2017 REPORT
#015 – OTTAWA VALLEY CHAPTER



Other Technical Events beside chapter meetings

1. Technical Seminar - CSA B139-15 Installation Code for Oil Burning Equipment (Nov)
2. Technical Seminar - CSA B52 Mechanical Refrigeration Code (Mar)
3. Technical Seminar – VRF Technology in our Canadian Climate (Mar)
4. Student Career Fair (Mar)
5. Technical Tour – Seresco Dehumidifiers (Oct)
6. Technical Tour – Dilfo Mechanical (Apr)



REGION II 2016-2017 REPORT
#015 – OTTAWA VALLEY CHAPTER



YEA Activities

1. Social Night - Orange Monkey Pool Hall (Oct)
2. Social Event - Archery Tag (Jan)
3. Social Event – Axe Throwing (Mar)
4. Social Event – Friday Afternoon Food/Drinks (May)

Social Events

1. Stroke Play Golf Tournament (Sep)
2. Bowling Social (Nov)
3. Curling Bonspiel (Mar)
4. Scramble Golf Tournament (Jun)
5. OVC Summer Bike Rides – Road/Mountain (Jun)

Research Promotion/Fundraising

- **Chapter Goal** **\$29000**
- **Total Dollars Raised** **\$56151**
-\$25000
=\$31151

Chapter Finances

- Chapter Bank Balance \$41538.72
- Date of Last Audit 02/17
- No of Chapter Members 237

New things implemented during the year:

1. Initiated the Ottawa Valley Scholarship Fund – Deposited \$30k
2. Held additional YEA/SA events on and off Campus
3. Started additional summer social bike rides
4. Focused on setting up 3 seminars early on
5. Assigned the role of audit to the vacating past president

Challenges:

1. Holding volunteers accountable for maintaining commitments
2. Attendance of all BOG and committee chairs at meetings
3. Pre-registration for monthly meetings
4. Managing timing of program and business sessions to cover everything required while maintaining interest

Things you are the most proud of:

1. Successful creation of the OVC Scholarship Fund
2. Increase in student and YEA attendance
3. Spike in new volunteer interest
4. RP campaign
5. Creation of Chapter awards history spreadsheet
6. Hard work of all volunteers to keep Chapter running smoothly



REGION II 2016-2017 REPORT #015 – OTTAWA VALLEY CHAPTER



What about year 2017-2018?

1. Contribute significant funding towards OVC Scholarship Fund goal
2. Program meetings planned for first half of year
3. Continued technical tours and seminars
4. Encourage more collaboration with contractors and more contractor membership (MCA, OCA)
5. Several new volunteers on board and a new BOG member added



REGION II 2016-2017 REPORT #015 – OTTAWA VALLEY CHAPTER



Toronto Chapter Activity Report Year 2016-2017

Chapter President : Marco Ottavino



REGION II 2016-2017 REPORT
#017 - TORONTO CHAPTER



List of Chapter officers and BOG 2016-2017

Chapter Executive

- President – Marco Ottavino
- President-Elect – Peter Turk
- Vice President – Antonio Figueiredo
- Treasurer – Mike Genin
- Secretary – Brendan McDermott
- Past-President – Alan Porter

Board of Governor Members

- Anne-Marie Bundgard
- Emma Wildeman
- Kurt Monteiro
- David Sinclair
- Dragos Paraschiv
- Abhishek Khurana

Toronto always has the strongest teams...



**REGION II 2016-2017 REPORT
#017 - TORONTO CHAPTER**



Other Technical Events (Beyond Chapter Mtgs)

1. October - Ryerson University – Student Learning Center – Technical Tour
2. November - ASHRAE Toronto / TSMCA Trade Show (2nd Annual)
3. November - Breakfast Seminar – VRF & Next Generation Refrigerants
4. January – RBC WaterPark Place / Cisco Innovation Technical Tour
5. February – Peel Memorial Hospital Technical Tour
6. March – ASHRAE / BCA / BOMA – Annual Commissioning Seminar
7. April – CIBSE Presidential Visit (Offices of Stantec in Toronto)
8. May – Women in ASHRAE “Gender Bias in AEC Industry”

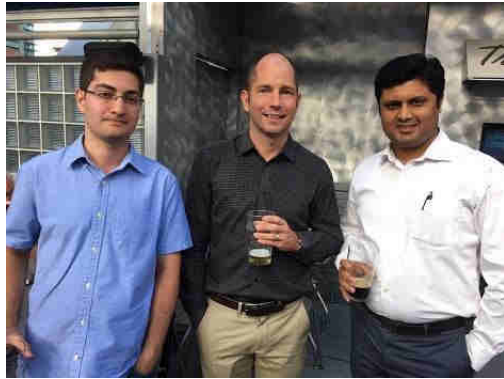


YEA (& Student) Activities

1. August (2016) – 1st Summer Social
2. October – Halloween Night Social – Casa Loma Escape Challenge
3. February – “For the Love of HVAC” Event
4. March – St. Patrick’s Day Social
5. May – Steamwhistle Brewery Tour
6. July (2017) – Boat Cruise Event



Social Events



Research Promotion/Fundraising

- **Chapter Goal** **\$36,500**
- **Total Dollars Raised** **\$36,500**



Chapter Finances

- **Chapter Bank Balance** **\$19,438**
- **Date of Last Audit** **August 2017**
- **No of Chapter Members** **549**



New things implemented during the year:

1. Summer Social Events (2016 and 2017)
2. Two Additional YEA / Student Activity Social Events
3. College & University Board Visits – Seneca, York and UofT
4. Increased Promotion of ASHRAE / TSMCA Trade Show (doubled vendor attendance – 15 to 30)
5. Technical Breakfast Seminar (with Refrigeration Focus)
6. Increased Recognition – More Nominations
 - Chapter, Regional, Society Level Awards
7. Panel Discussion – 2030 Challenge – Industry Experts
8. (First Ever) Women In ASHRAE Event – May Dinner Meeting
9. Event Sponsorship Opportunities – April Mtg, Golf / Cycling Event



**REGION II 2016-2017 REPORT
#017 - TORONTO CHAPTER**



Challenges:

1. Increasing Chapter Membership – Essentially flat lined!
2. Research Promotion – Not enough (individual and corporate) donations
3. Career Fair Planning – Too late, likely resulted in fewer employers
4. Formalizing Volunteer Application Process
5. Minimizing Cost Overruns on Events (increase venue / event expenses)



Things you are the most proud of:

1. Women-In-ASHRAE Event

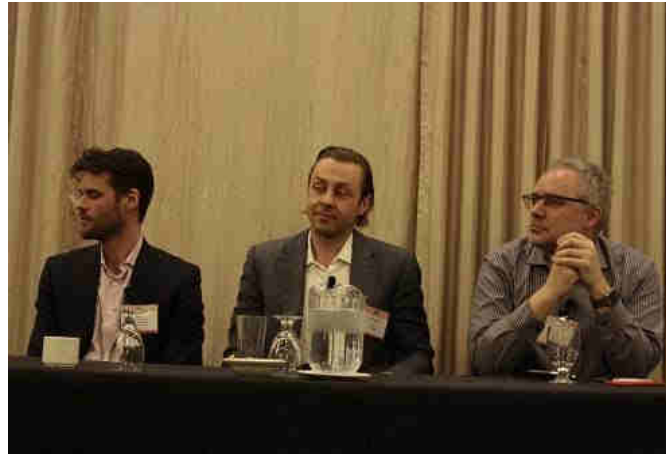
2. Doubled Trade Show Exhibitors – 15 to 30 Vendors
3. Increase Board Size and Representation
 - Vendors / Mfgs, Consulting Engineers, Education, Utilities
4. Increased Award Nominations / Success
 - ASHRAE Technology Award Winner – 1st Place Healthcare
 - Lynn G Bellenger Engineering Technology Scholarship
 - Nomination – EK Campbell Award (Dr. Alan Fung)
 - Nomination – ASHRAE Technology Award



**REGION II 2016-2017 REPORT
#017 - TORONTO CHAPTER**



2016-17 was an Excellent Year!



**REGION II 2016-2017 REPORT
#017 - TORONTO CHAPTER**



What about year 2017-2018?

1. Make ASHRAE Great Again
2. 200 person meeting
3. Streamline volunteer process
4. Webpage update
5. More value for membership,
increase membership





037 Chapter Activity Report Year 2016-2017

Chapter President : Frank Mesicek



REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER



List of Chapter officers and BOG 2016-2017

1. Aaron Besseling – YEA Chair, Secretary
2. Allan Antcliffe – Treasurer
3. Colin Umbach – Newsletter Editor
4. David Rasmussen – RP Co-Chair, Social
5. Frank Mesicek – President
6. George Menzies – History Chair
7. Iain Hill – MP Chair, President-Elect
8. Jeremy Stockmans – Webmaster
9. John Molnar – RP Chair
10. Kevin Hu – Refrigeration
11. Mark Long – SA Chair
12. Mustafa Morsy – CTTC Chair
13. Reaz Usmanali – MP Co-Chair (Retention)
14. Robyn Ellis – GGAC Chair



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Other Technical Events beside chapter meetings

Robyn Ellis, Chair of our Grassroots Government Affairs Committee[GGAC] held a joint meeting with IFMA and City of Hamilton Mar 30/2017 to discuss funding opportunities for green buildings, sustainability and infrastructure. [Info sent to ASHRAE HQ Government Affairs Office.]



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



YEA Activities

1. YEA 's Trampoline Dodge Ball. Feb 23/17
2. YEA's 3rd Annual Ultimate Frisbee Game June 10/17 in Brantford's Silver Bridge Park with ASHRAE's London and Hamilton Chapters in an ongoing battle for bragging rights. 11 participated.
3. YEA has been reaching out to the HHCA for a joint meeting.
4. YEA approached the Hamilton Hive about having YEA sit as a member.
5. Continued to offer complimentary rides from McMaster to student chapter members to attend chapter meetings.



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Social Events

1. December 13th, 2016, Curling at the Glanford Curling Club.
2. May 28/17, Joint Horse Racing Event with OACETT and ASHRAE.
3. June 14/17, Hamilton Chapter Scramble Golf Tournament at Glendale Golf Club.



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Research Promotion/Fundraising

- **Chapter Goal** **\$9500**
- **Total Dollars Raised** **\$9557**

(This includes a special 5-year \$15,000 investment from the University of Waterloo)



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Chapter Finances

- **Chapter Bank Balance** **\$29,828**

(Chapter Bank Balance, is down from \$32,631.28 in June 2015 as we have been sending 1 to 2 students to each of the past two Winter Society Meetings [cost is about \$ 1,700/ student] – thus we are now operating in a deficit position. Costs for this year's CRC will also reduce assets.)

- **Date of Last Audit** **Nov/16**

- **Number of Chapter Members** **257***

(* # of Chapter Dues paying Members is 127, Society dues paying members is 257, no major change, new members and cancellations balanced out.)



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



New things implemented during the year:

1. Varied meeting location which resulted in higher average attendance.
2. Getting better leverage from SSU (Simple Sign-Up).
3. Higher student engagement is starting to show results. [students special meal cost at \$15. plus free ride to meeting]
4. Experimented with later meeting starts, due to difficulty of people to make it on-time.
5. Experimented with different times and formats for the Exec Meetings, again due to time-constraints.
6. Approved at Summer Summit 2017 to raise chapter meal prices to try to reduce asset losses.



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Challenges:

1. Getting early registrations through SSU. Many last minute people.
2. Getting people to consistently volunteer throughout year who have work/personal demands.
3. Several employers are not supporting ASHRAE, as they once had.
4. Replacing positions which have unexpectedly become vacant.
5. Reassess loss of income and benefits when participating in joint out of area Chapter Meetings.



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



Things you are the most proud of:

1. Great attendance at chapter meetings; having some 11 members attending Moncton CRC plus spouses, and many members attending ASHRAE Winter and Summer meetings including participation at several TC meeting.
2. Greater Student Engagement, at active McMaster University Student Branch. Also at University of Waterloo, as we officially kick-off a Student Branch in the coming year. The Regional Fund really helped with our investments.
3. Able to send 1 or 2 student ASHRAE members to Society Meetings.
4. Making really good progress on increasing PAOE totals this year.
5. Publishing article on Westdale Theater, Canada's 1st A/C theatre in 1935, helped with deadly heat wave of 1936.



REGION II 2016-2017 REPORT #017 – HAMILTON CHAPTER



What about year 2017-2018?

1. Tough year ahead as changes in Leadership and Chairs, given the end of a 2-year cycle.
2. Continued focus on Student involvement in Chapter.
3. Hope to formalize the University of Waterloo Student Chapter this year and grow membership.
4. Look for ways to cut costs and increase revenue to achieve a balanced budget. Next year's CRC location will cost less to send Members which should help.
5. The requirement for Engineers in Ontario to accumulate PDC's may help attendance – given a good topic, which with the new \$50/meal cost should increase revenue.



**REGION II 2016-2017 REPORT
#017 – HAMILTON CHAPTER**



London Chapter Activity Report Year 2016-2017

Chapter President : Khalid El-Kadri



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

List of Chapter officers and BOG 2016-2017

1. President: Khalid El-Kadri
2. President Elect: Phil Cook
3. Treasurer: John Freeman
4. Secretary: James Scudamore
5. MP: Andrew Crowley
6. CTTC: John Freeman/Raed El-Khatib
7. RP: Jordan Foster
8. YEA: Amer Djulbic
9. Student Chair: Matt Moore
10. Sustainability: Kate Mayberry
11. History: Eric Shaw
12. Website & Newsletter:
Tom Pollard



REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER

Other Technical Events beside chapter meetings

1. January 2017 – Technical Tour at Western University Music Building
2. October 2016 – DL Speaker Presentation at Western University for HVAC II Class and Student chapter
3. February 2017 - DL Speaker Presentation at Western University for HVAC II Class and Student chapter



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

YEA Activities

1. June 2017 – Hamilton/London Ultimate Frisbee
2. April 2017 – Social soccer game following the webcast for the April Meeting
3. January 2017 – Local tour



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

Social Events

1. November 2016 – Student Chapter/YEA Bowling
2. December 2016 – Holiday Cheer Social
3. April 2017 – Soccer social game following webcast
4. June 2017 – Chapter Golf Tournament – Greenhills Golf Club
5. June 2017 – Hamilton/London Ultimate Frisbee



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

Research Promotion/Fundraising

- **Chapter Goal** **\$13,000**
- **Total Dollars Raised** **\$13,750**



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

Chapter Finances

- **Chapter Bank Balance** **\$20,755**
- **Date of Last Audit** **08/17**
- **No of Chapter Members** **128**



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

New things implemented during the year:

1. Two DL in coordination with Windsor Chapter



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

Challenges:

1. Motivating volunteers
2. Finding student sponsors to cover student meal costs at meetings
3. Meeting RP goal

Things you are the most proud of:

1. Golf Tournament Success
2. ASHRAE Webcast Attendance and soccer social
3. High attendance at BOG meetings
4. Achieving membership growth goal for the year



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

What about year 2017-2018?

1. Membership Survey to develop co-created value proposition
2. Evolve golf tournament to be more inclusive
3. Decrease Costs of meetings to ensure break even status
4. Increase quality of speakers (DL's, topics, venues for tech tours, current topics that affect industry stakeholders)
5. Provide networking mechanisms at meetings and other events
6. Actively solicit new membership and student sponsorship within our network of peers colleagues and nontraditional sources



**REGION II 2016-2017 REPORT
#116 – LONDON CANADA CHAPTER**

WINDSOR Chapter 141 Activity Report Year 2016-2017

Chapter President : PAUL GREFF



**REGION II 2016-2017 REPORT
#141 – WINDSOR CHAPTER**



List of Chapter officers and BOG 2016-2017

1. PAUL GREFF - PRESIDENT
2. NATHAN COOK – PRES. ELEC
3. DAVE DUFOUR - TREASURER
4. ADAM MEEKER - SECRETARY
5. DANNY CASTELLAN - BOG
6. JAMES SMITH - BOG
7. STEVE KOUTSONICOLAS - BOG
8. BILL DAVIES - BOG

Other Technical Events beside chapter meetings

1. BOILER / HYDRONIC EFFICIENCIES



**REGION II 2016-2017 REPORT
#141 – WINDSOR CHAPTER**



YEA Activities

1. PIZZA NIGHT / STUDENT NIGHT

Social Events

1. GOLF TOURNAMENT
2. CHRISTMAS SOCIAL
3. APPRECIATION GATHERING

Research Promotion/Fundraising

- **Chapter Goal** **\$7,000**
- **Total Dollars Raised** **\$7,124**



**REGION II 2016-2017 REPORT
#141 – WINDSOR CHAPTER**



Chapter Finances

- **Chapter Bank Balance** **\$14,124**
- **Date of Last Audit** **08/17**
- **No of Chapter Members**

New things implemented during the year:

1. YEA – SUPPORT PERSON FOR CHAIR
2. COLLEGE STUDENT CHAPTER SUPPORT GROUP

Challenges:

1. GETTING THE COLLEGE STUDENT CHAPTER UP
2. GETTING STUDENT MEMBERS TO MEETINGS
3. NEW MEMBERS

Things you are the most proud of:

1. ENTHUSIASM IN THE CHAPTER
2. SUPPORT FROM LOCAL COMPANIES
3. SUPPORT WITHIN THE CHAPTER'S TOYS
4. REIMERGENCE OF CHAPTER YEA MEMBERS
5. MP ACTIVITY

What about year 2017-2018?

1. MP DRIVES
2. STUDENT INVOLVEMENT
3. SUPPORTING EACH OTHER

APPENDIX – D

RVC REPORTS

Historical
Grassroots Government Advocacy Committee (GGAC)
Membership Promotion (MP)
Chapter Technical Transfer Committee (CTTC)
Research Promotion (RP)
Student Activities (SA)
Young Engineers In ASHRAE (YEA)

RVC Historical Activity Report Year 2016-2017

RVC – Tom Pollard



**REGION II 2016-2017 REPORT
RVC Historical**

PAOE Summary - Historical

Chapter	PAOE 2015/16	PAOE 2016/17
13 Quebec	500	875
14 Montreal	500	575
15 Ottawa Valley	650	475
16 Toronto	450	500
37 Hamilton	600	450
100 Halifax	500	250
116 London (Canada)	400	450
117 NB/PEI	475	350
141 Windsor	400	635

MINIMUM: 100 POINTS PAR: 300POINTS

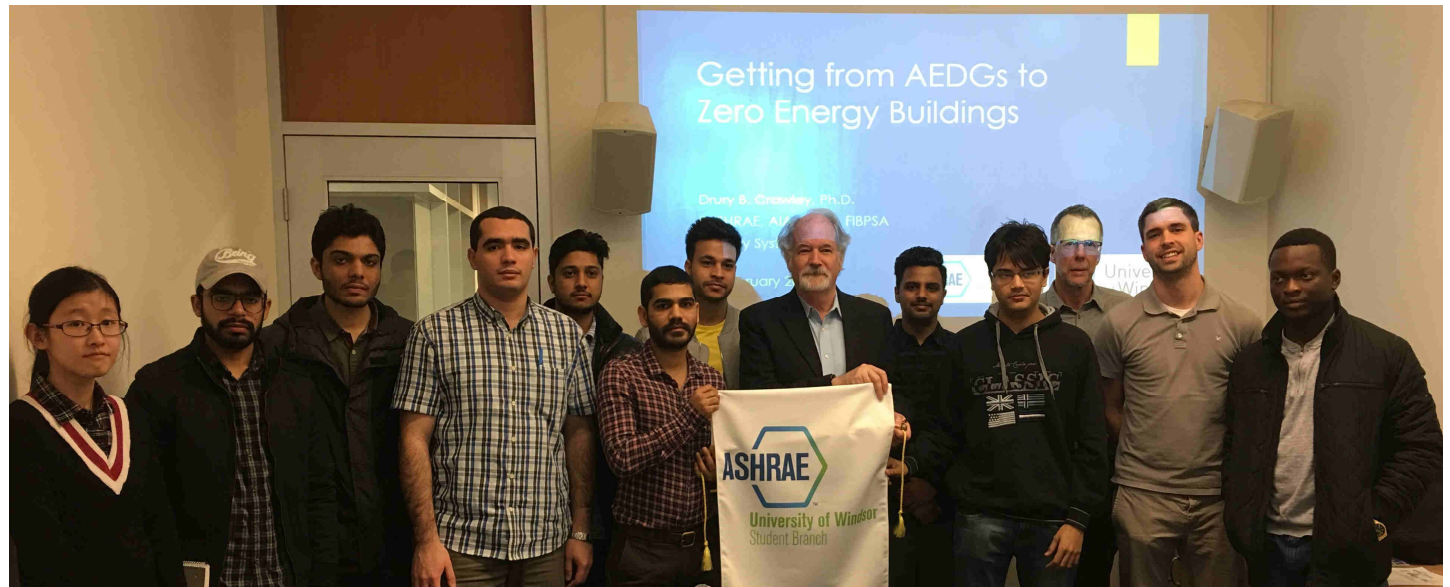


REGION II 2016-2017 REPORT
RVC Historical

Chapter Visits and Chapter Visit Highlights

Visits and Highlights

#1-WINDSOR with DL - Drury B. Crawley (Feb 2017)
included visit to Univ of Windsor for student presentation



#2-HAMILTON - history night with George Menzies (Feb 2017)

#3-Windsor at Past Presidents Night with History Presentation (April 2017)



REGION II 2016-2017 REPORT
RVC Historical

Chapter Special Recognition

Quebec Chapter - 60th Anniversary special event



Attended by:

Timothy G. Wentz

David Underwood

Doug Cochrane

There were 160 participants including
life members and 21 past presidents

Hamilton Chapter – updated history (58 Years)

Windsor Chapter – number of articles in newsletters



REGION II 2016-2017 REPORT
RVC Historical

New items implemented during the year:

- * CRC 2016 Moncton - 6 out of 9 chapters in attended the at workshop
most chairs have held position for more then 1 year
- * Sent Emails to Chapter Historical Chairs
asking for updates
suggesting and reminding about activities
- * Follow-up to get PAOE updates at end of year on Society site

What about year 2017-2018?

1. Getting people to realize the importance of scanning and posting nearly everything on the Chapter website.
2. Getting people to realize the importance of taking photos at ALL ASHRAE events and getting these posted on the Chapter website and in Chapter's newsletters
3. Getting Chapter to prepare history of older ASHRAE Chapter members.
4. Reminding chairs to enter PAOE activities and forward information.



REGION II 2016-2017 REPORT
RVC Historical



**Grassroots Government
Advocacy Committee**

RVC GGAC Region II Activity Report Year 2016-2017

RVC: Ron Gagnon

Montreal CRC 2017

Chapter Visits

1. Upcoming chapter visit

- i. Ottawa
- ii. Halifax
- iii. NB / PEI

Could not make any of the planned visits

Regional Highlights

1. Building EQ translation now complete, as been forwarded to society
2. 2 public utility building (Hydro Quebec) are being audited with Building EQ benchmarking this summer (one in Montreal and one in Quebec city)
3. Setting up of coast to coast Canada GGAC is beneficial and motivating
4. First day on the hill was a team effort and success and motivating.

Chapter Highlights

1. All 9 chapter have a GGAC chair
2. Montreal chapter was consulted and participated in the new building energy efficiency law for the province of Quebec to be instated in 2017. BeQ was introduced.
3. Two conferences on BeQ were given (in the brand new French format) good attendance and genuine interest.
4. Quebec city chapter meet with government agencies and ministries on code issues and BeQ. Updated contact list. Multiple newsletter articles, meeting
5. Halifax have an updated contact list and have shared it with other chapters.
6. Toronto- active. Multiple people on committee. Updated list. Few BEQ presentations, legislation for energy benchmarking and reporting; legislation for min equipment eff stds, Strong resistance in Ontario. Presentations to consultants and university. Newsletter articles

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. Chair continuity

Challenges:

1. RVC limited chapter level availability in last year
2. Feedback from chapters
3. Trying to match up claimed points with what is reported
4. Different levels of engagement.
5. Different proximity with elected officials than in the US **but playable**
6. Language barrier **working on it**

RVC Membership Promotion Activity Report Year 2016-2017

**RVC (incoming) : Genevieve Lussier
RVC (rolling off): Mark Lawrence**



**REGION II 2016-2017 REPORT
RVC Membership Promotion**

PAOE Summary

<u>Chapter</u>	<u>PAOE 2015/16</u>	<u>PAOE 2016/17</u>
Quebec		1715
Montreal		1525
Ottawa Valley		1965
Toronto		1270
Hamilton		1085
Halifax		1525
London (Canada)		1090
NB/PEI		760
Windsor		1275



REGION II 2016-2017 REPORT
RVC Membership Promotion

Chapter Visits and Chapter Visit Highlights

1. Windsor chapter held a successful MP Night, using funds allocated from the Chapter Opportunity Fund. Large turnout, many new (and new again) faces. Very strong event to draw attention to the Chapter and membership benefits.
2. 6 of 9 chapters reported having an MP Night this year.



REGION II 2016-2017 REPORT
RVC Membership Promotion

Regional Activities

1. Highlights include:

- 5 of 9 chapters are showing net negative growth
- New members (as of end of June 30th): -24
- Percent of goal: -39% (goal this year is 61 new members, 2%)

region name	chapter	chapter code	Begin (July 1 of current society year)	Net Growth	% Net Growth	Net Growth Rank	AAM	GOAL (2%)
REGION II	QUEBEC	13	182	-2	-1.10	5	182	183.64
REGION II	MONTREAL	14	556	-15	-2.70	8	556	567.12
REGION II	OTTAWA VALLEY	15	406	11	2.71	3	406	414.12
REGION II	TORONTO	16	1133	-20	-1.77	6	1133	1155.66
REGION II	HAMILTON	37	257	-5	-1.95	7	257	262.14
REGION II	HALIFAX	100	177	8	4.52	2	177	180.54
REGION II	LONDON (CANADA)	116	124	1	0.81	4	124	126.48
REGION II	NB/PEI	117	153	-5	-3.07	9	153	156.26
REGION II	WINDSOR	141	84	3	4.69	1	84	85.28



REGION II 2016-2017 REPORT
RVC Membership Promotion

Regional Activities

2. Attended Region II Regional Planning April 1st in Montreal.
3. Chapter visits: 2 of 3 planned visits completed:
 - Quebec, April 3rd
 - Windsor, March 21st
4. RVC communication (by email) with chapter MP Chairs:
 - January 10th, May 6th
5. 5 of 9 chapters participated in the Retention Calling Campaign.



REGION II 2016-2017 REPORT
RVC Membership Promotion

Chapter Contact

1. Spring reporting: 6 of 9 chapters submitted/communicated spring reports; the best response in years!
2. Centralized training: 6 of 9 chapters are registered for Long Beach CT.
3. PAOE Points: 8 of 9 chapters are above PAR and all were above minimum.



REGION II 2016-2017 REPORT
RVC Membership Promotion

Challenges

None this season . . . most chapters were very responsive.



REGION II 2016-2017 REPORT
RVC Membership Promotion

What about year 2017-2018?

1. Maintaining good communication.
2. Help chairs to reach the 2% growth goal.
3. Find ideas to promote recruitment and retention.



REGION II 2016-2017 REPORT
RVC Membership Promotion

RVC CTTC Activity Report Year 2016-2017

Daniel Robert



**REGION II 2016-2017 REPORT
RVC CTTC**

PAOE Summary, CTTC

<u>Chapter</u>	<u>PAOE 2015/16</u>	<u>PAOE 2016/17</u>
Quebec	2125	1050
Montreal	2275	2025
Ottawa Valley	1100	1350
Toronto	975	2750
Hamilton	950	825
Halifax	800	900
London (Canada)	1100	1075
NB/PEI	1075	775
Windsor	700	800

Minimum 450, PAR: 1050



REGION II 2016-2017 REPORT
RVC CTTC

Chapter Visits and Chapter DL Highlights

2016-2017 Chapter visits

- Quebec City, Toronto & Hamilton (joint meeting), Moncton and Halifax

DL visit:

- 12 allocated visit available for the Region:
- 11 visits (including 5 multi-chapter visits)
- 2 unallocated visits
- 1 common pool visit

Technical awards 2016

- **9 Technology Awards received (8 from the Montreal Chapter + 1 from Toronto)**
- **All 9 awards forwarded to Society (100%).**
 - 2 selected first place projects: (Kurt Monteiro with the New Humber River Hospital in Category III (Health Care Facilities) , and Julien Allard for the new STM, Centre de transport de Stinson in Category IV (Industrial Facilities or Processes).
 - We also got one project with an Honorable mention (3rd place) going to Martin Roy with the New Bibliothèque Ville de Mont-Royal building, in Category II (Other Institutional Buildings).
- **Claude Dumas received the Milton W. Garland Commemorative Refrigeration Award for Project Excellence at the Las Vegas Plenary.**

Technology Awards 2017:

- **Total of 7 entries this year in 4 different categories (2 less than in 2016)**
- **The good news: 5 chapters submitting**
 - **Montreal submitted 2 projects (only)**
 - **Quebec City: 2 projects**
 - **Toronto: 1 project**
 - **Halifax: 1 project**
 - **NB/PEI: 1 project**
- **Hoping to see all 7 projects submitted to the Society (deadline is this coming Sunday, August 27th)**



**REGION II 2016-2017 REPORT
RVC CTTC**

Things you are the most proud of:

1. DL program working well with all Chapter (but where is Quebec?)
2. Region II, the champion of Tech Award at the Society (quantity and quality)
3. Toronto Chapter and Montreal having both a 1st place Technology Awards and both projects featured with a full article in the ASHRAE Journal



**REGION II 2016-2017 REPORT
RVC CTTC**

What about year 2017-2018?

1. Planning to get more DLs out to Region II chapters
2. Continuing the Technology Award success story of Region II at the Society level...
3. Getting all Chapters to break “par” in the PAOE (CTTC category)
4. Getting all CTTC Chapter Chairs to report back to me on a regular base....in 2016, some are great, some are really quiet!



**REGION II 2016-2017 REPORT
RVC CTTC**

Why attend the CTTC Workshop?

Without effective CTTC Chairs, **the Society fails.**

If we can't get people to a meeting in a well lit, comfortable location; with an engaging, easily understandable speaker; to hear a timely topic of broad interest; with a quality meal; and in a convenient location....they won't stay in ASHRAE nor encourage their colleagues to (MP fails); they won't donate to research (RP fails); they won't encourage students or young engineers to participate (oops there go Student Activities and YEA).

You get the point?

We, in the CTTC business, are Society's contacts to the membership.

WE make the first impression.

Please attend the CTTC workshop: it will make your chapter better!



**REGION II 2016-2017 REPORT
RVC CTTC**

RVC RP Activity Report Year 2016-2017

RVC: Anthony Jonkov (outgoing) / Mark Lawrence (incoming)



REGION II 2016-2017 REPORT
RVC RP



Chapter Visits and Chapter Visit Highlights

1. London Chapter
2. Windsor chapter
3. Montreal Chapter

I was well received by each chapter. I was able to address the members for a few minutes during the diner event.



**REGION II 2016-2017 REPORT
RVC RP**



Chapter Highlights

1. All time record high for Region II : **\$195,719.00**
2. Ottawa started a \$60K scholarship fund
3. Enbridge 10K came in early as opposed at the last minute like all the other years
4. Ottawa, NB/PEI and London achieved their challenge (High Five + 5%) goal
5. NB/PEI pulled through in the last week!

ASHRAE RP\$2,664,013.00....new all time high for Society.



**REGION II 2016-2017 REPORT
RVC RP**



Chapter Highlights

CHAPTER	Goal	Final	% of goal
Ottawa Valley	\$ 29,000.00	\$ 56,151.00	193.6 %
NB/PEI	\$ 13,500.00	\$ 16,032.00	118.8 %
Halifax	\$ 10,000.00	\$ 11,450.00	114.5 %
London	\$ 13,000.00	\$ 13,750.00	105.8 %
Windsor	\$ 7,000.00	\$ 7,262.00	103.7 %
Toronto	\$ 36,500.00	\$ 36,951.00	101.2 %
Hamilton	\$ 9,500.00	\$ 9,558.00	100.6 %
Montreal	\$ 31,000.00	\$ 29,364.00	94.7 %
Quebec City	\$ 20,500.00	\$ 15,201.00	74.2 %
TOTAL	\$170,000.00	\$ 195,719.00	115.1%

Communication with the chapters

- Very good communication from certain chapters as I was kept in the loop with the progression of the campaign and was copied on most emails to Society.
- No conference calls with all chapters at once. Mostly one on one phone calls and emails with each RP chair when we were close to a specific deadline
- This year, some chapters (1 or 2) barely ever returned my phone calls....until the last 2 weeks of the campaign.



New things implemented during the year:

1. Tried to do more one on one phone call conversations.
2. Asked the RP chairs to focus early on New donors, based on the 10 year history donor list we have access on ASHRAERP.com.
3. More follow ups with struggling chapters but also they were the chapters not returning my calls.



Challenges:

1. Getting certain RP chairs to care about the goal and get them engaged.
2. Getting phone calls returned from certain chapters. I had to get the president involved more often this year than the previous years.



RVC SA Activity Report Year 2016-2017

Ben Oliver



REGION II 2016-2017 REPORT
RVC SA



PAOE Summary

<u>Chapter</u>	<u>PAOE 2015/16</u>	<u>PAOE 2016/17</u>
Quebec	2715	2855
Montreal	3286	4105
Ottawa Valley	1156	1350
Toronto	1490	1995
Hamilton	1798	1290
Halifax	1360	645
London (Canada)	905	985
NB/PEI	1407	250
Windsor	715	709



**REGION II 2016-2017 REPORT
RVC SA**



Chapter Visits and Chapter Visit Highlights

1. Visits and Highlights

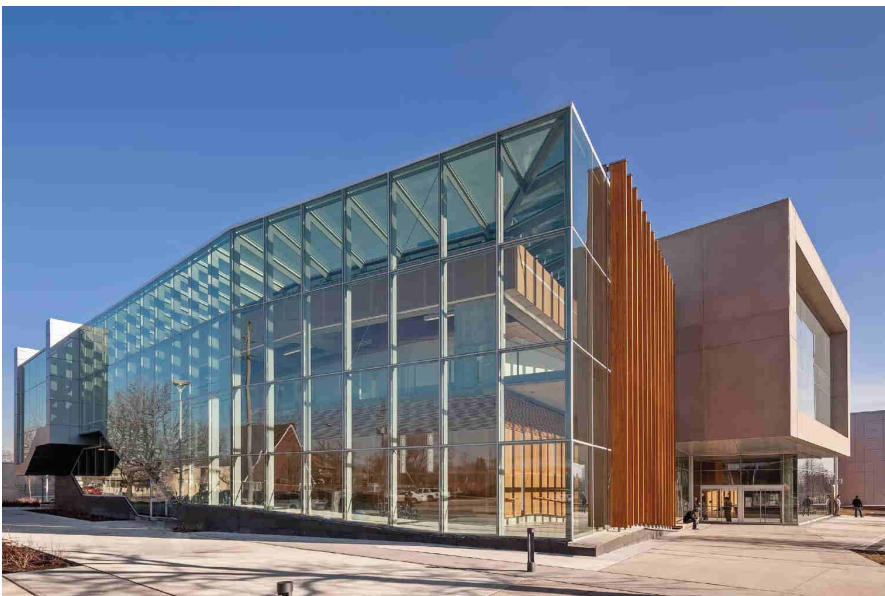
Ottawa Valley Chapter



Chapter Visits and Chapter Visit Highlights

2. Visits and Highlights

Windsor Chapter



New items implemented during the year:

1. Toronto Chapter – Hosted Student Congress
2. Student Branch Advisor Best Practices Guide



REGION II 2016-2017 REPORT
RVC SA



Things you are the most proud of:

1. First K-12 award in Region 2 – Montreal chapter
2. ASHRAE Society Scholarship awarded in our region – Toronto chapter
3. Ryerson University – Awarded one of the top grants applications



**REGION II 2016-2017 REPORT
RVC SA**



What about year 2017-2018?

1. Increase Region 2 student attendance at Winter Conference (Chicago)
2. Successfully implement new student program at Winter Conference
3. Increase PAOE points for all 9 chapters from 2016-2017



**REGION II 2016-2017 REPORT
RVC SA**



RVC YEA Activity Report Year 2016-2017

RVC (incoming) : Alexis T.Gagnon
RVC (rolling off): Audrey Dupuis



REGION II 2016- 2017 REPORT
RVC YEA



PAOE Summary

YEA is everywhere !!!

Oui, oui, look around you !!!

YEA points are included in everyone else's summary ☺



**REGION II 2016- 2017 REPORT
RVC YEA**



Chapter Visits and Chapter Visit Highlights

- Ottawa chapter :

Long Friday lunch with around 20 YEA members in a local restaurant.

- Halifax chapter :

April monthly meeting at lunchtime with DL Patricia Graef

Consulting engineering firms visits (3 firms)

Happy hour with local members and DL

- Montreal chapter :

Stade de soccer de Montréal : Technical tour and football game



REGION II 2016- 2017 REPORT
RVC YEA



Chapter Special Recognition

- Halifax YEA chapter chair Marc Rossignol did a great job last year and he was really active. Halifax needs to find another YEA chair to keep the momentum going !



**REGION II 2016- 2017 REPORT
RVC YEA**



New items implemented during the year:

- Not really new but I tried to keep a regular communication with the chairs to promote society and regional programs.



REGION II 2016- 2017 REPORT RVC YEA



Things you are the most proud of:

1. More YEA members are getting involve. They are taking over ! 😊
They are taking board positions and are chair for many committees.
2. They are interested in learning how to be more involve and are eager to understand ASHRAE.
3. Many different YEA activities. They are creative.



REGION II 2016- 2017 REPORT RVC YEA



What about year 2017-2018?

Alexis's turn !

1. Increase YEA/Membership/SA committees collaboration
2. Continue to lower the Regional member average age
3. Get at least one article in the YEA connections newsletter



**REGION II 2016- 2017 REPORT
RVC YEA**



Region II List of Awards

Presented at CRC 2017 from Society

Certificates of Appreciation		
Mark M. Lawrence (2014 – 2017)		RVC - MP
Anthony Jonkov (2014 – 2017)		RVC - RP
Audrey Dupuis (2014 – 2017)		YRC
Guy Perreault (2014 – 2017)		Nominating - Member
Dan Boudreau (2016 – 2017)		CRC General Chair
2016-2017 PAOE Awards (Chapter Presidents) (some awards may include a combination of certificate, metal star, and ribbon)		
Quebec	Xavier Dion Ouellet	👏★ Special Citation
Montreal	Samuel P. Lavoie	👏★ Special Citation
Ottawa Valley	Abbey Saunders	👏★ Special Citation
Toronto	Marco Ottavino	👏★ Special Citation
Hamilton	Francisco J. Mesicek	PAOE-Special Citation
Halifax	Chris D. Theriault	👏 Special Citation
London (Canada)	Khalid El-Kadri	👏★ Special Citation
NB/PEI	Sharlene D. Innes	👏 Special Citation
Windsor	Paul N. Greff	PAOE-Special Citation
👏 = Honor Roll; 👏👏 = High Honor Roll; ★ = Star Award; 🏅 = Premier		
2016-2017 Gold Ribbon Awards (Chapter Historians) (Certificate needs to be signed by Regional Historian)		
Chapter Service Award (Certificate requires the Chapter President and DRC signatures)		
No Recommendations		
Regional Award of Merit		
No Recommendations		

Name Badges – New Regional Officers	
Genevieve Lussier – RVC MP	Alexis T Gagnon - YRC
Mark M. Lawrence – RVC RP	

ASHRAE Honors and Awards Ceremony

Region II – CRC MONTREAL

Date: Friday August 25, 2017





GRACE

Performed by: **Dave Potter**



CRC 2017 Montréal

August 25-27, 2017

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- Isabelle-Eve Poirier**

Chapter Star Program: **NB-PEI Chapter – Robert Hoadley**



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:

Submission	Category	Chapter	New	Existing
2020 University (Robert-Bourasa) Nicholas Paquet	Commercial	Montreal		x
Bibliotheque Ville de Mon-Royal Martin Roy	Institutional Other	Montreal	x	
Dicom Head Office Daniel Robert	Commercial	Montreal	x	
Sobeys Distribution Center Martin Roy	Industrial Facility	Montreal	x	
Latier Nutrinor Gheorghe Mihalache	Industrial Facility	Montreal		x
McLennan and Redpath Buildings McGill Univeristy Nicolas Paquet	Educational Facility	Montreal		x
Caisse Desjardin de l'Ouest de la Mauricie Martin Roy	Commercial	Montreal	x	
STM-Construction du Centre de Transport de Stinson Julien Allard	Industrial Facility	Montreal	x	
Humber River Hospital Kurt Monteiro	Health Care Facility	Toronto	x	

In total 9 projects submitted (to be submitted for Society no later than August 30th, 2016)

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

1. Category: **Commercial Building**

Presented to: **Daniel Robert** – Montreal Branch

Building: **Dicom World Head Office**

1. Category: **Existing Industrial Facility**

Presented to: **Gheorghe Mihalache** – Montreal Branch

Building: **Laiterie Nutrinor**

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

3. Category: **Industrial Facility**

Presented to: **Julien Allard** – Montreal Branch

Building: **STM – Centre de Transport de Stinson**

4. Category: **Health Care Facility**

Presented to: **Kurt Monteiro** – Toronto Branch

Building: **Humber River Hospital**

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

5. Category: **Institutional Facility**

Presented to: **Martin Roy** – Montreal Branch

Building: **Bibliotheque Ville Mont-Royal**

6. Category: **Industrial Facility**

Presented to: **Martin Roy** – Montreal Branch

Building: **Sobeys Distribution Centre**

7. Category: **Commercial Building**

Presented to: **Martin Roy** – Montreal Branch

Building: **Caisse Desjardins de L'Ouest de La Mauricie**

REGIONAL ASHRAE TECHNOLOGY AWARDS COMPETITION

8. Category: **Existing Education Facility**

Presented to: **Nicolas Paquet** – Montreal Branch

Building: **McLennan and Redpath Building, McGill University**

9. Category: **Existing Commercial Building**

Presented to: **Nicolas Paquet** – Montreal Branch

Building: **2020 Robert Bourassa**

MEMBERSHIP PROMOTION AWARDS

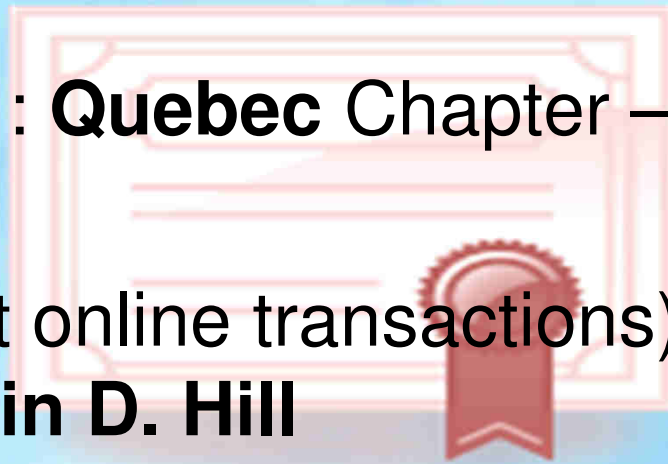
The two awards consist of a certificate for the chapter membership promotion chair and a ribbon for the banner.

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 : **Ottawa Valley** Chapter – **Celine Baribeau**
- **Red** Ribbon : **Quebec** Chapter – **Laurence Boulet**
- **Green** (most online transactions) – **Hamilton** Chapter – **Iain D. Hill**



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.

RESEARCH PROMOTION AWARDS

**Hayward Murray RP Trophy Regional Award
Recipient**



NB-PEI Chapter – **Mike Boudreau**

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 \$5000 to \$9999; 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: **Mike Boudreau**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ High Five Chevron



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Halifax**
- ☐ Chair: **Darrell Amirault**
- ☐ Certificate
- ☐ Full Circle Chevron



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Quebec**
- ☐ Chair: **Moise Gagne**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Silver Treasury Ribbon
- ☐ Endowment Chevron



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Montreal**
- ☐ Chair: **Stan Kaji**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Bronze Treasury Ribbon
- ☐ Endowment Chevron
- ☐ Runner up \$ per Member



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Ottawa Valley**
- ☐ Chair: **Abbey Saunders**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Gold Treasury Ribbon
- ☐ Endowment Chevron



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Toronto**
- ☐ Chair: **Glenn Kilmer**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Runner Up Total \$ Raised



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **Hamilton**
- ☐ Chair: **Reaz Usmanali**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Bronze Treasury Ribbon



RESEARCH PROMOTION AWARDS

- ☐ Chapter: **London**
- ☐ Chair: **James Scudamore**
- ☐ Certificate
- ☐ Full Circle Chevron
- ☐ Bronze Treasury Ribbon



RESEARCH PROMOTION AWARDS

- ❑ Chapter: **Windsor**
- ❑ Chair: **James Smith**
- ❑ Certificate
- ❑ Runner Up \$ Raised,
Total PAOE Points, \$ per
Member



STUDENT ACTIVITIES AWARDS

- ❑ **Best Student Activities Committee** - is not based solely on the PAOE points accumulated during the year. The RVC looks at improvement over prior years, the quality of the activities organized for students, the dynamism of the SA committee and the overall impact on students in the Chapter are all factors considered in this award.
- ❑ **Best Student Branch of the year** - each Chapter submits their choice of the best branch within their Chapter territory to the RVC. The RVC then looks at each submission for the branch's participation in the ASHRAE program, plus the quality of the activities organized within the branch and finally the impact on the students.
- ❑ **Best Student Activities Committee – Hamilton Chapter, Mark Long.**
- ❑ **Best Student Branch – Montreal Chapter – Mai Anh Dao – Polytechnique de Montreal and ETS.**

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: **Halifax Chapter – Marc Rossignol****

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.

Toronto Chapter – Steve Clayman

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 – Eric J. LeBlanc: **Honor Roll-Special Citation**
- ❑ Halifax Chapter – Aron R. Smith: **Honor Roll-Special Citation-Sustainability**
- ❑ Quebec Chapter – Jonathan Vigneault: **Honor Roll-Star-Special Citation-Sustainability**
- ❑ Montreal Chapter – Jean-Gabriel Joannette: **Honor Roll-Star-Special Citation-Sustainability**
- ❑ Ottawa Valley Chapter–Georges Maamari: **Honor Roll-Star-Special Citation**
- ❑ Toronto Chapter – Alan Porter: **Honor Roll-Special Citation**
- ❑ London Chapter – Jordan Foster: **Honor Roll-Special Citation-Sustainability**
- ❑ Hamilton Chapter – Reaz Usmanali: **Special Citation**
- ❑ Windsor Chapter – Andrew Hrutka: **Special Citation**

PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

PAOE Sustainability Activities Award

- ☐ Award Recipient: **Aaron Smith**, Halifax Chapter
 - ☐ Sustainability Regional Trophy.
- ☐ Award Recipient: **John Molnar**, Hamilton Chapter
 - ☐ Sustainability Project Trophy.

CERTIFICATES OF APPRECIATION

❑ **Chris Fudge**

- ❑ RVC – CTTC (2013 – 2016)
- ❑ Ottawa Valley Chapter

❑ **Robyn Ellis**

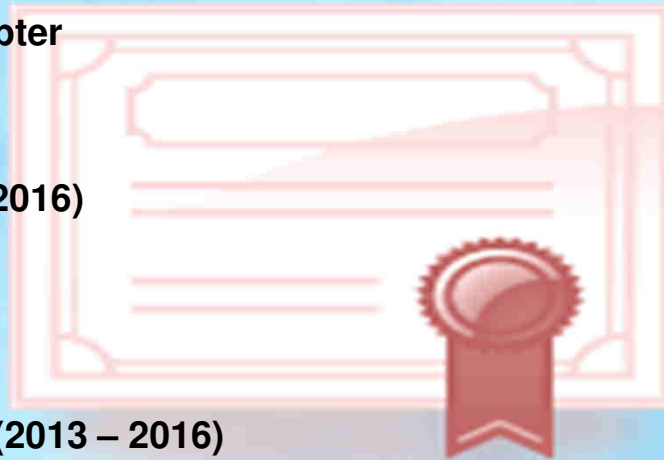
- ❑ RVC – SA (2013 – 2016)
- ❑ Hamilton Chapter

❑ **Jeff Clarke**

- ❑ Nominating Chair (2013 – 2016)
- ❑ Montreal Chapter

❑ **David A. Rasmussen**

- ❑ CRC General Chair (2015)
- ❑ Hamilton Chapter



REGIONAL AWARD OF MERIT

- ❑ **Aaron Smith** – Halifax Chapter
- ❑ **Rod Potter** – Ottawa Valley Chapter
- ❑ **Cathy Godin** – Ottawa Valley Chapter
- ❑ **Tom Pollard** – London Chapter
- ❑ **Ibrahim Semhat** – London Chapter



CHAPTER SERVICE AWARDS

- ❑ **Joseph Claessens** - London Chapter
- ❑ **Dennis Dawe** – London Chapter
- ❑ **Scott Edmunds** – London Chapter
- ❑ **Karl Gilroy** – London Chapter
- ❑ **Jamie Kruspel** – London Chapter
- ❑ **Tom Pollard** – London Chapter
- ❑ **Eric Shaw** – London Chapter
- ❑ **Scott Turner** – London Chapter

CHAPTER SERVICE AWARDS

- ❑ **Derek Vakaras** – London Chapter
- ❑ **Ibrahim Semhat** – London Chapter
- ❑ **Christine Kemp** – Ottawa Valley Chapter
- ❑ **Steve Moons** – Ottawa Valley Chapter
- ❑ **Rod Potter** – Ottawa Valley Chapter
- ❑ **David Benedetti** – Toronto Chapter
- ❑ **Glen Kilmer** – Toronto Chapter

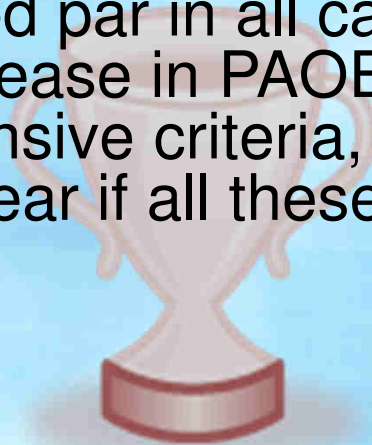
REGIONAL COMMUNICATION AWARDS

- ❑ This award is given by the DRC for the Chapter which communicates the most with the DRC. It is a discretionary award with the evaluation based on several factors: CRC participation, Chapter newsletters addressed to and received by DRC, MBO sent in to DRC, reporting regularly on the progress of the MBOs, a Chapter budget sent to DRC, and ensuring all Chapter minutes are forwarded to and received by DRC.

London Chapter – Khalid El Kadri

GOLDEN GAVEL AWARD

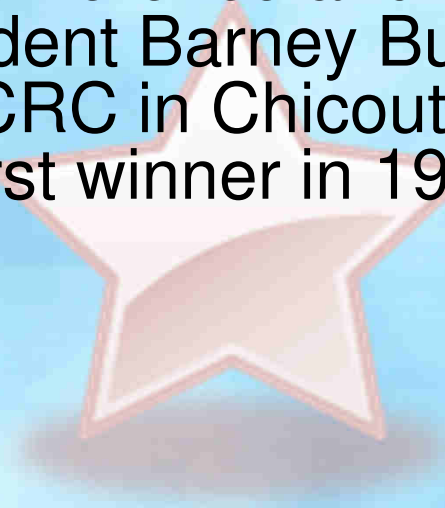
- ❑ This award is selected by DRC and is awarded to the chapter with the greatest PAOE points, plus chapter must met or exceed par in all categories except history, has shown an increase in PAOE over previous year. With such an extensive criteria, this award is NOT presented every year if all these conditions are not met.



Quebec Chapter - Xavier Dion-Ouelett

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.



Toronto Chapter - Marco Ottavino

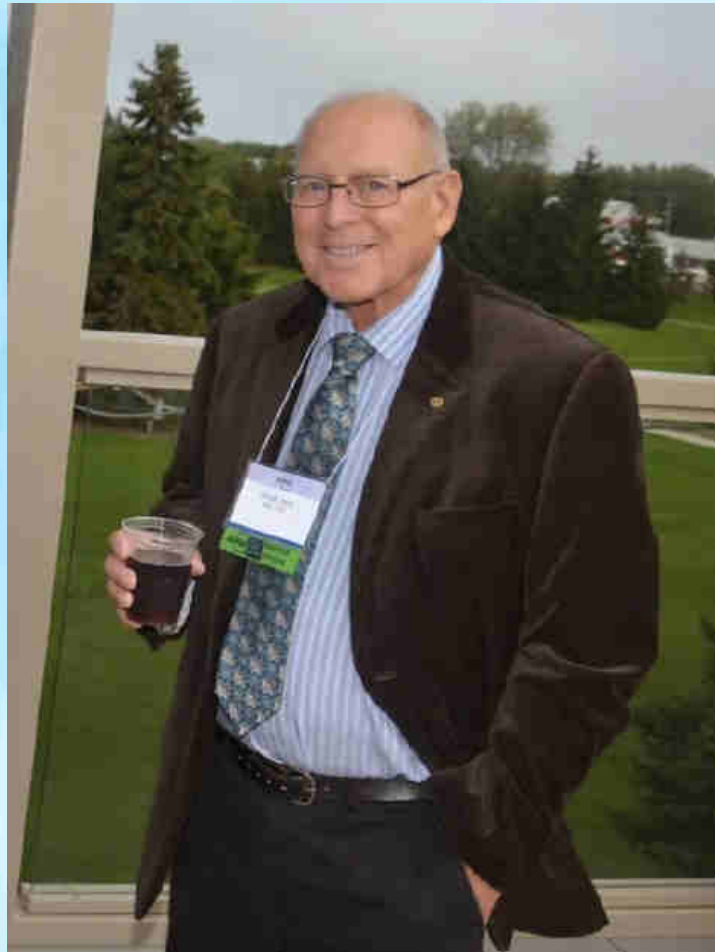
SPECIAL THANKS...

CRC VOLUNTEERS



**DELTA BEAUSEJOUR
HOTEL STAFF**

Remembering Dwight Scott



SPECIAL THANKS – SOCIETY GUESTS

❑ Sheila J. Hayter – **ASHRAE Treasurer**

❑ Spouse: Greg Oaklief

❑ Ginger Scoggins – **ASHRAE Society VP**

❑ Spouse: Matthew Boss

❑ Joyce Abrams – **ASHRAE Director of Member Services**

ASHRAE Honors and Awards Program

Where To Get More Information

- H&A Web Page
 - www.ashrae.org/honors
- Honors and Awards Committee Staff Liaison
 - cpettigrew@ashrae.org

REVENUE				
	Quantity		Cost	
1 Region 2 Seed Money - Chapter Assessment	1811	\$6.00	\$10,866.00	
2 Full Registration	45	\$450.00	\$20,250.00	
3 Partial Registration	40	\$350.00	\$14,000.00	
4 Companion Registration	20	\$200.00	\$4,000.00	
5 Hotel	140	\$199.00	\$27,860.00	
6 Corporate Sponsorship	1	\$0.00	\$9,000.00	
7 Wine (CRC 2019 - Halifax)	1	\$1,000.00	\$1,000.00	
8 Money From Chapter	1	\$5,000.00	\$5,000.00	
TOTAL REVENUE				\$91,976.00
EXPENSES				
Hotel				
1 Hotel Meeting Rooms, Including Hospitality Suite Room	1	\$3,500.00	\$3,500.00	
2 Hotel	140	\$199.00	\$27,860.00	
3 Friday Morning Breakfast	50	\$23.00	\$1,150.00	
4 Friday Morning Break	45	\$10.00	\$450.00	
5 Friday Lunch	85	\$35.00	\$2,975.00	
6 Friday Afternoon Break	60	\$15.00	\$900.00	
7 Saturday Morning Breakfast	105	\$23.00	\$2,415.00	
8 Saturday Morning Break	85	\$10.00	\$850.00	
9 Presidential Luncheon/Awards	85	\$50.00	\$4,250.00	
10 Saturday Afternoon Break	85	\$15.00	\$1,275.00	
11 Sunday Breakfast	105	\$23.00	\$2,415.00	
12 Sunday Morning Break	85	\$10.00	\$850.00	
				Hotel Expenses
				\$48,890.00
Entertainment				
13 Welcome Party - Friday Night	105	\$50.00	\$5,250.00	
14 Technical Tour - Friday	1	\$500.00	\$500.00	
15 Technical Tour Transportation	1	\$900.00	\$900.00	
16 Saturday Night Event	105	\$100.00	\$10,500.00	
				Entertainment Expenses
				\$17,150.00
Hospitality				
17 Hospitality Expenses (Licence, beverages, food)	3	\$1,000.00	\$3,000.00	
				Hospitality Expenses
				\$3,000.00
Companion				
18 Companion Tour #1 Friday with Lunch	20	\$50.00	\$1,000.00	
19 Companion Tour #1 Transportation	1	\$900.00	\$900.00	
20 Companion Tour #2 Saturday with Lunch	20	\$50.00	\$1,000.00	
21 Companion Tour #2 Transportation	1	\$900.00	\$900.00	
				Companion Expenses
				\$3,800.00
Administrative				
22 CRC Promotional Materials	20	\$50.00	\$1,000.00	
23 Printing/Photocopying (Name Tags, Tickets, Itineraries, etc.)	1	\$1,500.00	\$1,500.00	
24 Signs and Placards	1	\$500.00	\$500.00	
25 Audio Visual	1	\$5,000.00	\$5,000.00	
26 Office Supplies, Handouts, Postage, Registration Desk	1	\$500.00	\$500.00	
27 Registration Website Set-up	1	\$1,000.00	\$1,000.00	
28 Secretary Fee (Full Registration cost \$450 = tax)	1	\$508.50	\$508.50	
29 Banking Fees	1	\$200.00	\$200.00	
30 Photography	1	\$500.00	\$500.00	
31 Repayment of CRC 2017 Seed Money From Chapter	1	\$5,000.00	\$5,000.00	
32 Dignitary and Regional Gifts	1	\$1,500.00	\$1,500.00	
33 DRC Accommodations - Three Nights	3	\$0.00	\$0.00	
34 DRC Registration	1	\$0.00	\$0.00	
35 Dignitary Dinner - Region II and ASHRAE	15	\$75.00	\$1,125.00	
				Administrative Expenses
				\$18,333.50
TOTAL EXPENSES				\$91,173.50
NET INCOME (LOSSES)				\$802.50

You're invited to Windsor...



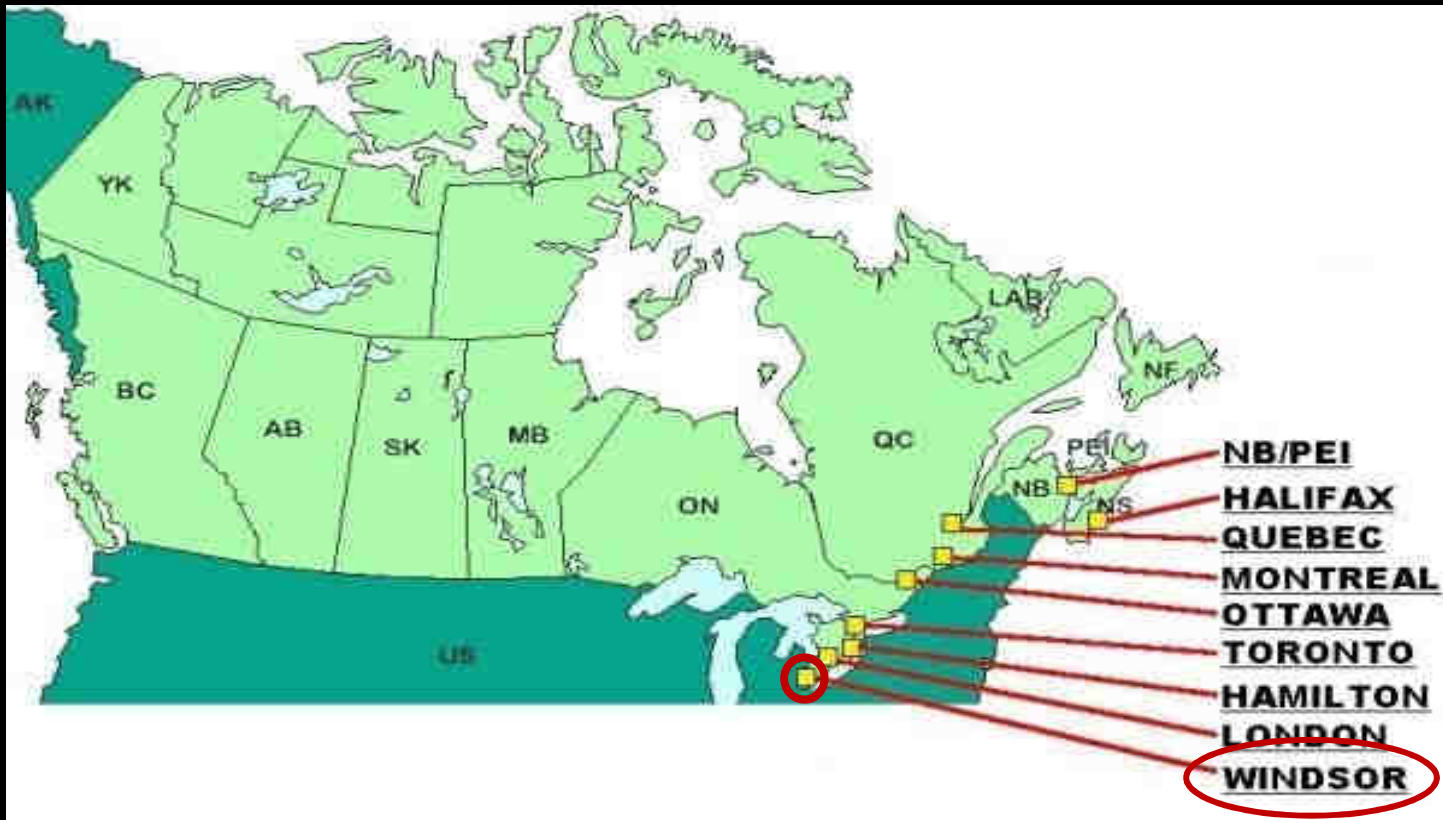
ASHRAE REGION II CRC 2018
AUGUST 24th - 26th, 2018

Hosted By The



WHERE IS WINDSOR?

- WE ARE THE SOUTHERNMOST CITY IN CANADA



OBJECTIVES

1. Increase YEA participation numbers.
2. Enhance Chapter to Chapter interaction.
3. Lessons Learned: Encourage Chapter's to share their past year experiences, good and bad.
4. Encourage members to bring their families.
5. To ensure everyone enjoys their time spent in Windsor/Essex County.



AGENDA

FRIDAY

- CRC Meetings and Workshops
- Technical Tour
- Lunch
- Companion Tour and Lunch
- Welcome Party Event

SATURDAY

- CRC Meetings and Workshops
- Presidential Address Luncheon
- Companion Tour and Lunch
- Night Event

SUNDAY

- CRC Meetings



TRAVEL



AIR CANADA

porter

ARRIVE YOUR WAY

GROUND TRANSPORTATION

- Car
- Bus: Greyhound
- Rail: VIA Rail Windsor

AIRLINES

- Air Canada
- Porter

GETTING AROUND TOWN



Region II Windsor CRC 2018



AT CAESARS WINDSOR



Room Rates of \$199/night

Located Downtown

Windsor



Region II Windsor CRC 2018



CAESARS WINDSOR



MEETING ROOMS

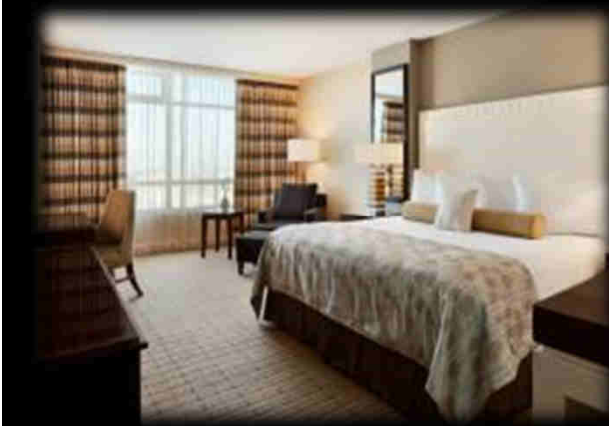


PAMPER YOURSELF TODAY

CAESARS WINDSOR



INDULGE IN COMFORT AND LUXURY



Region II Windsor CRC 2018



WELCOME TO WINDSOR



Region II Windsor CRC 2018



TOURISM



Windsor River Cruises



Fort Malden
National Historical Site



Bikes & Beers



Wine
Trail
Ride

FAMILY FUN



Family Aquatic Complex

On the Water Miniature Golf

WINERIES

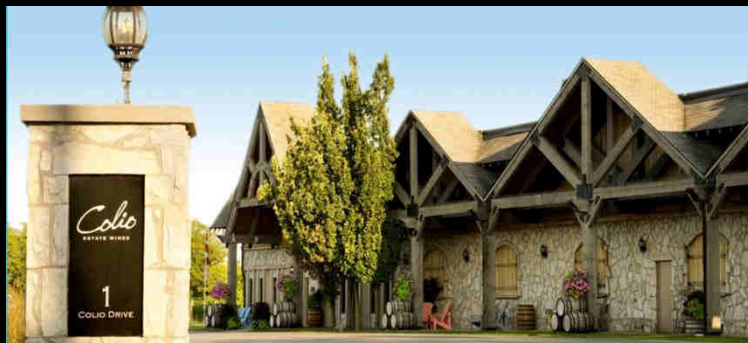


Oxley Estate Winery



Muscedere Vineyards

RED OR WHITE IT'S YOUR CHOICE!



Colio Estate Wines



Viewpoint Estate Winery

BREWERIES & DISTILLERIES



CRAFTHEADS
— BREWING COMPANY —

Craftheads Brewing Company



Frank Brewing Co.



TASTE THE ART OF WINDSOR



Walkerville Brewery



WOLFHEAD

DISTILLERY



Region II Windsor CRC 2018

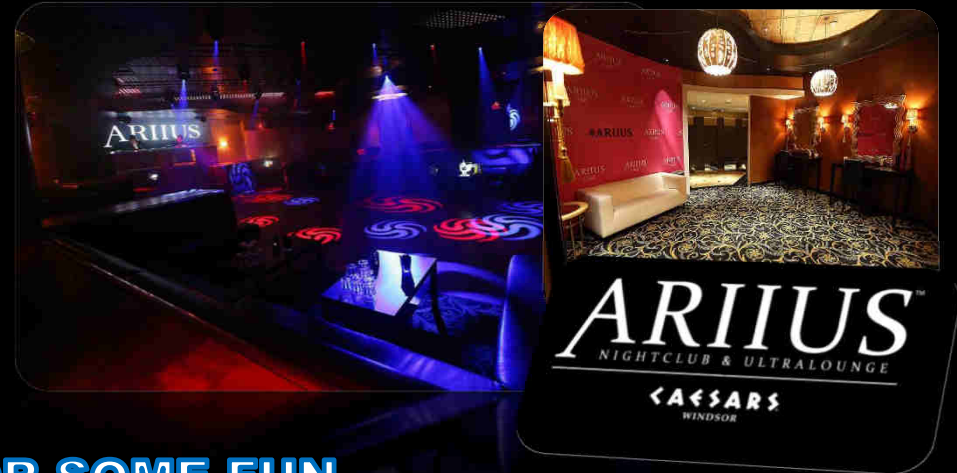


NIGHTLIFE

Arius Nightclub at Caesars Windsor



The Bull & Barrel



READY FOR SOME FUN



Level 3 Vodka Emporium



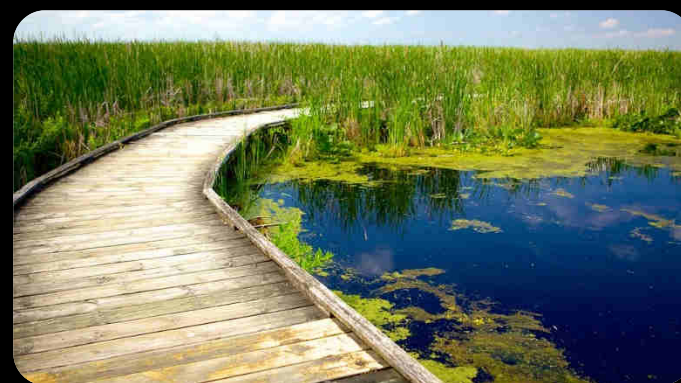
The Foundry Pub



OUTDOOR ADVENTURES



Urban Surf Co.



Point Pelee National Park

KEEP CALM AND STAY ACTIVE

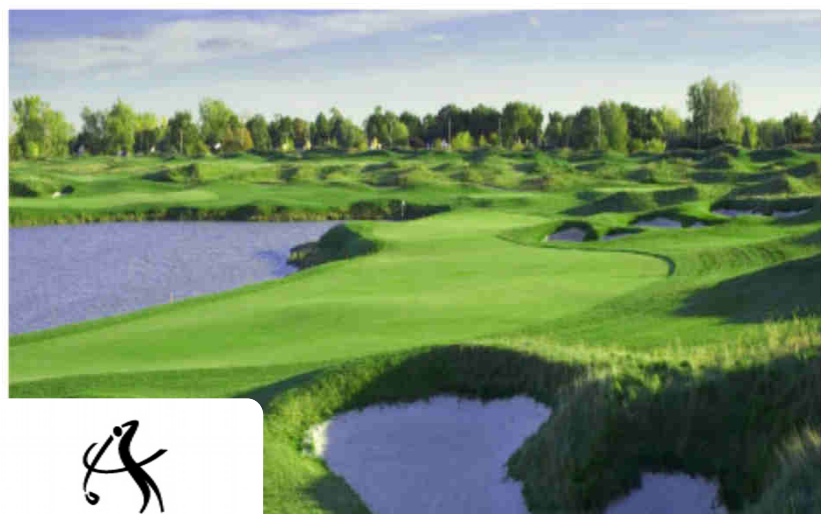


Ojibway Nature Centre



Ganatchio Trail

GOLF COURSES



ENJOY THE OUTDOORS



Region II Windsor CRC 2018



RESTAURANTS



Spago Trattoria & Pizzeria



Armando's Restaurant

Award Winning Pizza at 2014 International Pizza Expo in Las Vegas, 3rd Place



Via Italia (Windsor's Little Italy)



Region II Windsor CRC 2018



WANT TO TAKE YOUR TRIP
INTERNATIONAL?



WELCOME TO DETROIT

BORDER CITY TO DETROIT



Detroit Tigers
Baseball



Mexicantown



Somerset Collection
Only 25 minutes away



Greektown Casino

SAVE THE DATE



THANK YOU

We hope to see everyone there!



ASHRAE Region II CRC 2016
August 26th, 2016 to August 28th, 2016

REVENUE		BUDGET			ACTUAL			Notes
		Quantity	Budget		Quantity	Budget		
1	Chapter Assessment	1,746	\$6.00	\$10,476.00	1,746	\$6.00	\$10,476.00	
2	Full Registration	45	\$425.00	\$19,125.00	47	\$425.00	\$19,975.00	Actual = 48 (1 unpaid - DL)
3	Partial Registration	40	\$300.00	\$12,000.00	41	\$300.00	\$12,300.00	
4	Companion Registration	20	\$150.00	\$3,000.00	21	\$150.00	\$3,150.00	Actual = 22 (1 unpaid - DL Spouse)
4A	US Conversions for Registrations				1	\$301.92	\$301.92	
5	Late Registration Fees	0	\$25.00	\$0.00	2	\$25.00	\$50.00	Late fee per person (not per Chapter) for late registration.
6	Delta Guest Rooms and Signature Suite Special Rate	140	\$175.00	\$24,500.00	179	\$170.00	\$30,430.00	
6A	Delta Guest Rooms and Signature Suite Special Rate - Extra Nights				1	\$175.00	\$175.00	Costs from hotel contract (\$149 + HST rounded up) less 5 free rooms less 3 DL rooms.
7	Delta Signature Rooms	9	\$175.00	\$1,575.00	9	\$170.00	\$1,530.00	
7A	Delta Signature Rooms - Extra Nights				1	\$175.00	\$175.00	Costs from hotel contract (\$149 + HST rounded up).
8	Corporate Sponsorship	1	\$3,800.00	\$3,800.00	1	\$4,150.00	\$4,150.00	Nortec; City of Moncton; Enertrak; C&E; Viessmann; Aquavap Indotec; Global
9	Welcome Party Wine (CRC 2017 - Montreal)	1	\$1,000.00	\$1,000.00	1	\$1,000.00	\$1,000.00	
10	Individual Tickets For Events - Fundy Bus Tour	1	\$1,000.00	\$1,000.00	5	\$50.00	\$250.00	
10A	Individual Tickets For Events - Welcome Party				1	\$50.00	\$50.00	
10B	Individual Tickets For Events - Awards Luncheon				2	\$50.00	\$100.00	
10C	Individual Tickets For Events - Lobster Boat Cruise				3	\$100.00	\$300.00	
11	CRC 2016 Seed Money From Chapter	1	\$5,000.00	\$5,000.00	0	\$5,000.00	\$0.00	Included with registrations above
TOTAL REVENUE				\$81,476.00			\$84,412.92	
EXPENSES								
Hotel								
1	Hotel Meeting Rooms, Including Hospitality Suite Room	1	\$3,358.00	\$3,358.00	1	\$1,007.40	\$1,007.40	91% or more of the guest rooms were occupied.
1A	Hotel Deposit				0	\$1,000.00	\$0.00	Included in costs below
2	Delta Guest Rooms and Signature Suite Special Rate	140	\$171.35	\$23,989.00	184	\$171.35	\$31,528.40	Costs from hotel contract (\$149 + HST).
2A	Delta Guest Rooms and Signature Suite - 1/35 Complimentary Rooms				5	-\$171.35	-\$856.75	
3	Delta Signature Rooms (Standard Room Cost for Attendees)	9	\$217.35	\$1,956.15	10	\$217.35	\$2,173.50	Costs from hotel contract (\$189 + HST).
4	Delta Guest Rooms for the DL	3	\$171.35	\$514.05	4	\$171.35	\$685.40	Costs from hotel contract (\$149 + HST).
5	Friday Morning Breakfast	55	\$28.91	\$1,590.11	65	\$27.71	\$1,800.91	65 attendees + 15% gratuity + 15% tax
6	Friday Morning Break	45	\$16.49	\$742.10	50	\$12.23	\$611.66	50 attendees + 15% gratuity + 15% tax
6A	Friday Morning Break - Individual Juices				2	\$3.90	\$7.80	
7	Friday Presidential Address Luncheon	55	\$33.05	\$1,817.81	50	\$31.67	\$1,583.69	50 attendees + 15% gratuity + 15% tax
8	Friday Afternoon Break	45	\$16.49	\$742.10	50	\$8.27	\$413.28	50 attendees + 15% gratuity + 15% tax
8A	Friday Afternoon Break - A Dozen Fresh Baked Cookies				4	\$26.38	\$105.54	
8B	Friday Afternoon Break - Individual Juices				3	\$3.90	\$11.70	
9	Saturday Morning Breakfast	105	\$21.05	\$2,209.73	100	\$20.17	\$2,016.81	100 attendees + 15% gratuity + 15% tax
10	Saturday Morning Break	80	\$16.49	\$1,319.28	80	\$19.44	\$1,555.26	80 attendees + 15% gratuity + 15% tax
10A	Saturday Morning Break - Individual Juices				15	\$3.90	\$58.52	
11	Saturday Awards Luncheon	105	\$43.75	\$4,593.33	120	\$41.92	\$5,030.79	120 attendees + 15% gratuity + 15% tax
11A	Saturday Awards Luncheon Wine	0	\$0.00	\$0.00	30	\$39.61	\$1,188.27	30 bottles for 15 tables
12	Saturday Afternoon Break	80	\$16.49	\$1,319.28	80	\$15.80	\$1,264.31	80 attendees + 15% gratuity + 15% tax
12A	Saturday Afternoon Break - Individual Juices				20	\$3.90	\$78.03	
13	Sunday Breakfast	105	\$21.05	\$2,209.73	80	\$20.17	\$1,613.45	80 attendees + 15% gratuity + 15% tax
14	Sunday Morning Break	55	\$16.49	\$907.01	60	\$12.23	\$733.99	60 attendees + 15% gratuity + 15% tax
	Rounding to Match Hotel Bill (Note: \$57.50 of hotel bill included in Hospitality Suite expenses)				1	\$0.06	\$0.06	
Hotel Expenses				\$47,267.65			\$52,612.02	
Entertainment								
15	Welcome Party	1	\$4,000.00	\$4,000.00	1	\$4,892.08	\$4,892.08	Increased from \$2,500 to \$4,000 based on comments from Hamilton CRC.
16	Technical Tour (Highfield Street Pumping Station)	1	\$0.00	\$0.00	0	\$0.00	\$0.00	
17	Technical Tour Transportation	1	\$345.00	\$345.00	2	\$156.25	\$312.50	Based on quote for \$300 plus HST from Sport Coachline.
								Quote from Shediac Bay Cruises: 109 people at \$61 pp (including 15% HST)
18	Saturday Night Event (Lobster Tales Cruise) - Adults	108	\$61.00	\$6,588.00	109	\$61.00	\$6,649.00	and 2 people at \$41 pp
18A	Saturday Night Event (Lobster Tales Cruise) - Kids				1	\$41.00	\$41.00	
18B	Saturday Night at Captain Dan's				1	\$1,107.71	\$1,107.71	Based on 8 people at \$60 per person plus \$100 for mussels for people waiting for boats
19	Buses for Saturday Night Event	2	\$747.50	\$1,495.00	1	\$1,092.50	\$1,092.50	Based on quote for \$650 plus HST from Sport Coachline for a 55 passenger coach.
19A	Tips for Bus Drivers				1	\$103.00	\$103.00	
Entertainment Expenses				\$12,428.00			\$14,197.79	

Hospitality								
20	Hospitality Expenses (Licence, beverages, food)	2	\$1,200.00	\$2,400.00	1	\$2,960.29	\$2,960.29	Includes SOP for three nights and Fridge Rental from Hotel Bill
Hospitality Expenses				\$2,400.00	\$2,960.29			
Companion								
21	Companion Tour #1: Fundy/Hopewell Rocks/Cape Enrage/Lunch	25	\$29.51	\$737.83	1	\$745.80	\$745.80	Pricing based on 2015/2016 rates (adult admission).
22	Companion Tour #1 Fundy Coastal Drive Guided Bus Tour	1	\$1,955.00	\$1,955.00	1	\$1,921.00	\$1,921.00	Quote from Roads To Sea Tours for a guided tour for up to 46 people for the Hopewell Rocks and the Bay of Fundy.
22A	Companion Tour #1 Snacks from Tim Hortons				1	\$32.37	\$32.37	
23	Companion Tour #2 & #3: Moncton Market and Resurgo Place	1	\$200.00	\$200.00	1	\$92.25	\$92.25	Resurgo Place: Adults are \$7 (20 adult attendees) and kids are \$3 (5 attendees 17 and under) plus \$28.25 for a guided tour (all taxes in) = \$183.25; Magnetic Hill: \$10 per bus
24	Companion Tour #2 & #3 Transportation	0	\$690.00	\$0.00	0	\$0.00	\$0.00	Lutz museum is \$2 per person. Boardwalk and Wharf Village are free to access and pay as you go. We will carry the Resurgo price and re-evaluate closer to the event.
Companion Expenses				\$2,892.83	\$2,791.42			Not required as Resurgo Place is walkable (750 m/10 minute walk). Moncton Market is closer
Administrative								
25	Telephone	1	\$0.00	\$0.00	0	\$0.00	\$0.00	
26	CRC 2016 Promotional Materials: Shirts for Volunteers and Gifts	1	\$1,500.00	\$1,500.00	1	\$1,609.78	\$1,609.78	Maritime Cresting estimate: \$26.99 per shirt plus \$5.25 per logo per shirt x 30 shirts (25 male and 5 female); \$100 set-up fee; plus HST = \$1,383.91. With the
26A	Swag Bags				1	\$504.58	\$504.58	Canadian dollar dropping, these costs are likely to increase, so this budget item was increased to \$1,500
27	Printing/Photocopying (Name Tags, Tickets, Itineraries, etc.)	1	\$1,500.00	\$1,500.00	1	\$726.80	\$726.80	Taken from Hamilton April 15th budget.
27A	Attendance at Region II Planning Meeting				1	\$2,638.75	\$2,638.75	Travel to Montreal (flights, transportation, hotels, expenses)
28	Signs and Placards	1	\$500.00	\$500.00	1	\$172.50	\$172.50	
29	Audio Visual	1	\$1,000.00	\$1,000.00	1	\$674.02	\$674.02	Quote from the Delta's AV firm was for \$3,863.18. We will look into borrowing projectors. Allow for rental of additional microphones (Ballroom C and Shediac A/B/C), and two screens.
30	Office Supplies, handouts, Postage, Registration Desk	1	\$1,000.00	\$1,000.00	1	\$92.15	\$92.15	
30A	Shipping CRC Supplies to Montreal				2	\$0.00	\$0.00	Covered by Master Group
31	Simple Signup Registration Website Set-Up	1	\$750.00	\$750.00	1	\$578.56	\$578.56	Simple Sign-Up set-up fee of \$350+13% HST and a per person (108 people) registration fee of \$1.50+13% HST = \$578.56
32	Secretary Fee	1	\$800.00	\$800.00	1	\$800.00	\$800.00	
33	Banking Fees	18	\$2.95	\$53.10	1	\$106.41	\$106.41	\$3.95 per month (waived with a minimum balance of \$5,000) + \$38.11 to purchase cheques.
34	Paypal Fees (or Stripe) - All transactions will be done by cheque	0	\$1,789.80	\$0.00	0	\$0.00	\$0.00	2.9% plus \$0.30 per transaction. Assume 50 transactions for all of the registration and hotel costs above (\$1,768.20).
35	Photography	1	\$500.00	\$500.00	0	\$0.00	\$0.00	
36	Welcome Party Wine (CRC 2015 - Hamilton)	1	\$1,000.00	\$1,000.00	1	\$1,000.00	\$1,000.00	
37	Repayment of CRC 2016 Seed Money From Chapter	1	\$5,000.00	\$5,000.00	0	\$5,000.00	\$0.00	Not applicable since costs included throughout.
37A	CRC Planning Meetings				1	\$476.91	\$476.91	
37B	Volunteer Expenses (Parking and Taxis)				1	\$278.01	\$278.01	
38	Miscellaneous	1	\$884.42	\$884.42	1	\$0.00	\$0.00	
Administrative Expenses				\$14,487.52	\$9,658.47			
Extraordinary								
39	Dignitary and Regional Gifts	4	\$250.00	\$1,000.00	1	\$651.47	\$651.47	Plus an event shirt from above
40	Dignitary Dinner - Region II and ASHRAE	1	\$1,000.00	\$1,000.00	1	\$866.94	\$866.94	
Extraordinary Expenses				\$2,000.00	\$1,518.41			
TOTAL EXPENSES				\$81,476.00	\$83,738.40			
NET INCOME (LOSSES)				\$0.00	\$674.52			

CRC HISTORICAL PROFILE FOR 2016

Region(s) Participating Region II **Dates** August 25th-28th, 2016

Host Chapter NB/PEI **Size of Chapter** 167 Members

Chairperson Dan Boudreau **Location** Moncton, New Brunswick

Hotel Delta Beausejour **Room Rate** \$149 plus taxes

Date	# of Rooms Blocked	# of Rooms used	\$ Cost (if applicable)
Wednesday August 24	0	3	\$149-\$189 + taxes
Thursday August 25	30	42	\$149-\$189 + taxes
Friday August 26	35	76	\$149-\$189 + taxes
Saturday August 27	45	75	\$149-\$189 + taxes
Sunday August 28	0	1	\$149 + taxes

This information will be supplied by the hotel at the conclusion of the meeting. When negotiating the hotel contract you should include the following clause: No later than (30) days after the last official meeting day, the Hotel will complete a post convention report and send it to ASHRAE. Post convention report will include actual room pick-up, summary of catering revenues, outlet revenue, percent of single vs. double and smoking vs. non-smoking rooms used, total room revenue, number of no-shows by date, wash/slippage by day. In the event that there is a master bill at Hotel, ASHRAE will consider the Hotel's invoices to be incomplete-- and will withhold payment without incurring interest or penalty charges until such time as the post convention report is provided.

Package Registration Price Full - \$425; Partial - \$300; Companion - \$150

Number Sold Full - 48 (one unpaid - DL); Partial - 41; Companion - 22 (one unpaid - DL)

Audiovisual Cost \$674.02 **Meeting Room Rental** \$1,007.40

Number of CRC Sponsors 30 **Sponsors Total Dollars** \$4,150 + Material

CRC Regional Seed Money \$10,476 **Returned** \$0

CRC Dollar Surplus (Deficit) \$674.52

WORKSHOP	Attendance	Room Set (classroom, conference, theater, rounds) Include A/V set-up	\$ Cost (if applicable)
Business Sessions	45; 57; 53	U-Shape c/w Projector	\$396.75
Caucus Meetings	20	U-Shape c/w Projector	Included Above
Membership	11	U-Shape c/w White Brd.	\$56.06
Historical	6	Conference c/w Proj.	\$30.19
Officers	10	Conference c/w TV	\$56.06
Student Activities	8	U-Shape c/w Projector	\$50.89
Research	6	Conference c/w TV	\$60.38
Chapter Technology Transfer	8	U-Shape c/w Projector	\$85.39
YEA	7	U-Shape c/w Projector	\$47.44
Grassroots Government Advocacy	8	U-Shape c/w Projector	\$43.13
Technical Session	12	Rounds c/w Projector	N/A
CATERING	Guarantee	Actual	
Welcome Party	100	113	\$4,892.08
Presidents Luncheon	55	50	\$1,583.69
Awards Luncheon	120	117	\$6,219.06

cc: DRC, ARC, Regional Historian, Future CRC General Chairs, ASHRAE Headquarters

APPENDIX – H

REGION FUND

Region Fund Summary-2016_2017

Region Financial Report-2016_2017

Region Budget-2017_2018

ANNUAL FINANCIAL REPORT

ASHRAE REGIONAL II FUND

CRC 2017 Region II, Montreal, QB

August 2017

This report is to summarize the activities during the above financial period 2016/17 for the Region II Fund.

The chapter's dues invoices were based on \$7.00/per member and the previous year's member count, and \$ 8.00/ per member for the Regional Fund.

A total amount of \$ 37 724.81 was collected during this period and deposit for the end of June 2017.

When we deduct the total expenses of \$ 45 789.40 the final closing balance is \$ 47 169.60 at the end of June 2016.

At closing time, there was a receivable of \$ 2 460.00 and no outstanding check.

Considering receivable and the fact that the 2016 CRC money was paid in July of this fiscal year, results should be positive. The money of the opportunity fund was not spent entirely.

This report is forwarded to the next CRC host chapter in 2017 to be audited. After approval, the signed copy should be return to the Regional Treasury for records.

Prepared and submitted by: _____ Date: _____

Yves Trudel,

Audited and approved by: _____ Date: ____2017-08-25__

Nicolas Lemire

Please return a signed copy after the approval.

ASHRAE REGION II

ANNUAL FINANCIAL SUMMARY REPORT

Period: July 1st, 2016 - June 30th, 2017

DESCRIPTION	CREDIT	DEBIT	BALANCE
Opening balance for this period			55 234.19
INCOMES:			
Chapter's Opportunity Fund	12 397.55		
2016 NB/PEI CRC Revenues	337.26		
Regional Funds dues/Chapters Assessment Dues	24 990.00		
Total Incomes:	37 724.81		92 959.00
EXPENSES:			
Travel and expenses Society meeting		13 240.94	
CRC Seed Money 2016		10 476.00	
CRC seed Money 2017		10 488.00	
Bank Service Charges		113.65	
Yea Week-End expenses reimbursement + LEADRS		2 870.81	
Opportunity Fund		8 600.00	
Total Expenses:		45 789.40	
CLOSING BALANCE: June 30th 2015			47 169.60
Accounts Payable			0.00
		0.00	
		0.00	
Account Closed and Money Order Sent to DRC			N/A
Accounts Receivable			2 460.00
London Chapter Invoice RF16-08	1 230.00		
London Chapter Invoice RF17-08	1 230.00		

ASHRAE REGION II REGIONAL FUND

Financial Institution: Caisse Populaire Cap-Rouge
Branch: 1111, Bvl Chaudière, Québec, G1Y-3T4
Account # 60932, Transit # 20426

BY: Yves Trudel,

Date: July12th, 2017

Audit By: _____

Date: _2017-08-25_

ASHRAE Region 2 Budget (as of AUG 27/2017)							
Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Actual	Due Paying Members	Dues	2017-2018 Budget	Notes
Incomes							Use of 2016-2017 Chapter dues Paying Members
Chapter Assessment Dues		\$ 11,648.00	\$ 12,236.00	1811	\$ 6.00	\$ 10,866.00	Payable by each chapter in April to cover CRC Seed Fund ***
Regional fund dues		\$ 13,312.00	\$ 13,984.00	1811	\$ 10.00	\$ 18,110.00	Payable by each chapter in April to support Regional Chair Travel & Region Operation ***
overpayment reimbursement (CRC Hamilton)		\$ 1,816.00	N/A			N/A	
CRC Surplus		\$ 3,898.94 from Hamilton	\$ 337.26 from Moncton			? from Montreal	If Montreal CRC has surplus, 50% will be deposited to Region II Bank
SubTotal Income	\$ 43,000.00	\$ 30,674.94	\$ 26,557.26			\$ 28,976.00	
							Only paid \$9,397.55 as the \$3,000 remaining is for CRC attendees
Chapter Opportunity Fund	N/A	N/A	\$ 12,397.55			\$ 9,250.00	(\$9,250USD) - \$500 less than last year because of new Region XIV
Total Income	\$ 43,000.00	\$ 30,674.94	\$ 38,954.81			\$ 38,226.00	
Expenses							
Planning Meeting	\$ 390.70	\$ -	\$ 450.00			\$ 450.00	Lunch for planning meeting
ARC/RVC/Regional Leaders Hotel Reimbursement for Winter Meeting	\$ 2,800.00 Seattle	\$ 7,372.71 Orlando	\$ 6,000.00 Las Vegas			\$ 6,000.00 Chicago	10 regional officers @ \$600/officer/mtg (based on \$200/night 3 nights); DRC Hotel is covered by Society
RMCR Hotel Reimbursement for Society Meetings	\$0.00	\$ 600.00	\$ 2,000.00			\$ 3,000.00	* NEW RMCR combined with outgoing (\$2000 for annual meeting in Houston) required for subcommittee mtg on weekend but members council on Tues so 5 nights at \$200/night for 2 meetings
ARC/RVC/Regional Leaders Hotel Reimbursement for Annual Meeting	\$ 6,800.00 Chicago	\$ 708.00 St Louis	\$ 7,800.00 Long Beach			\$ 6,600.00 Houston	1 new incoming RVC so adds \$600 to \$6,000
Other Travel Expenses			\$ 750.00			\$ 750.00	For Regional Historian Chapter visits and other travel
CRC - Seed money	\$ 23,668.00	\$ 10,476.00	\$ 10,488.00	1811	\$ 6.00	\$ 10,866.00	per chapter paid member
Regional Awards Plaques	\$ 504.94	\$ 666.68	\$ 750.00			\$ 750.00	7 awards: 2 for SA, 1 for YEA, 1 for CTTC, 2 for Chapter Ops, 1 for Meatball
Miscellaneous	\$ -	\$ -	\$ 100.00			\$ 100.00	
Bank Service Charges	\$ 103.90	\$ 99.15	\$ 100.00			\$ 100.00	
Ontario Account Transfer Fee & set up	\$ -	\$ -				\$ 1,250.00	need to get registered in Ontario for bank transfer (one time charge)
YEA Week-End expenses	\$ 848.85	\$ 856.22	\$ 2,200.00			\$ 1,100.00	now doing 1 per year from Region Budget + 1 from Region Oppty Funds
LeaDRS Program	\$ 1,594.72	\$ 1,641.63	\$ 2,750.00			\$ 1,500.00	now doing 1 per year; if shadowing DRC should be there Fri-Wed so 5 nights at \$200/night plus airfare, registration
Regional Dinner in Long Beach, CA						\$ 1,700.00	Promised Sponsorship from UofWaterloo did not come through, Region II to investigate further and minimize impact on regional budget (one time expense)
SubTotal Expenses	\$ 36,711.11	\$ 22,420.39	\$ 33,388.00			\$ 34,166.00	
							Only paid \$9,397.55 as the \$3,000 remaining is for CRC attendees
Chapter opportunity fund	N/A	N/A	\$ 9,397.55			\$ 12,250.00	received in USD Funds
Total Expenses	\$ 36,711.11	\$ 22,420.39	\$ 42,785.55			\$ 46,416.00	
Profit (Loss)		\$ 8,254.55	-\$ 3,830.74			-\$ 8,190.00	

	June 30/2015	June 30/2016	June 30/2017
JUNE 30 - bank balance with adjustments for accounts payable/receivable	\$ 36,503.64	\$ 55,234.19	\$ 47,169.60

Based on Bank Statement from FY16 to FY17, Region II had a loss of \$5,604.59

*** Chapter Assessment Dues & Regional Fund Dues is proposed to progressively increase in next 3 years by \$0.50 to keep close level of services.
Region should use tier approach on increasing chapter assessment & regional fund dues. Keep in mind services and expenses will be reduced to maintain healthy budget.

Welcome to the 2017

REGION II CHAPTER REGIONAL CONFERENCE

Presenter: Mick Schwedler
Society Vice President



Membership Growth

2017-2018

56,000+
Total members

52 New Student
Branches

13% increase in YEA
Members



New Chapters

- Paraguay
- Cyprus
- Ireland
- UK Midlands
- UK London and South-East

New Sections

- Scotland
- UK Northern



Associate Society Alliance

- Created in 1962
- Encourages more effective and fruitful exchange of knowledge and ideas among professionals engaged in the arts and sciences of HVAC&R
- Currently investigating an evolution into a Global HVAC&R Alliance
- 65 members



Indoor Environment Quality Global Alliance

- Global resource for information and guidance on IEQ
- Nine allied associations
 - Members: AIVC, REHVA, AIHA, ASHRAE, IAQA, A&WMA
 - Affiliates: IICRC, ACGIH, NAFA
- Current activities
 - Developing organization bylaws
 - Continuing to seek and add affiliate/full member organizations
 - Promoting IEQ-GA at related conferences
 - www.ieq-ga.net



Signed Memoranda of Understanding

Society Year 2016-2017

- United Nations Development Programme (UNDP)
- Indian Society of Heating, Refrigerating and Air Conditioning Engineers (ISHRAE)
- Association of German Engineers (VDI-GBG)
- Association of Higher Education Facilities Officers (APPA)
- Association of Facilities Engineering (AFE)
- Kuwait Foundation for Advancement of Sciences (KFAS)
- Federation of European Heating, Ventilation and Air Conditioning Associations (REHVA)



ASHRAE and UNEP Partnership

- Promote the research activities related to low-GWP alternatives and technologies through ASHRAE chapters and sections at Universities and Institutes
- Developing and outreaching an Online Training Courses on Refrigerants and make it accessible to different stakeholders around the globe
- Objective: increase cooperation between ASHRAE and UNEP by transferring technologies among different regions
- Two main goals:
 - Address emissions reduction, long-term refrigerants and energy efficiency
 - Promote expertise and technical information exchange, among governments and specialists
- ASHRAE and UNEP are working together to develop eLearning courses aimed toward Article 5 Countries as identified by the Montreal Protocol.
 - July 2017: "Refrigerants Literacy for Policy Makers"
 - Winter 2018: "Sound Management of Refrigerants for Technicians"



ASHRAE and UNEP

Plan 2017-18: “Working beyond High-GWP Refrigerants”

- International Conferences:
 - In association with 2017 Developing Economies Conference 10-11 November, Delhi, India: UNEP sponsoring a workshop
 - Feasible Low-GWP Alternatives for Developing Economies in Spring 2018 Dubai, UAE
- Seminars created about refrigerants designation, classifications, safety, selection, policies and responsible use.
- Dedicated Webinars about latest update of refrigerants designation and flammability standards.
- Joint Factsheets and Technical Briefs for policy makers and technical stakeholders
- Cooperate in exploring joint activities with focus on the following areas:
 - Energy Efficiency in Buildings
 - Indoor Environmental Quality (IEQ)
 - Buildings Codes and Standards
- Development of the Responsible Use of Refrigerant Assessment program which should include:
 - Refrigerant Containment Practices
 - Energy Saving Practices
 - Management and Operation Practices (logging, record keeping, etc.)



Government Affairs

Notable Activities in 2017

- Coordinated Senior Leadership Meetings in Washington, DC
U.S. EPA, U.S. DOE-EERE, DOE-BTO
ASE, MCAA, NASEO, NIBS
- President-Elect Shelia Hayter served as Moderator at the Energy Efficiency Global Forum (EE Global) Executive Dialogue Session
- Hosted Annual GGAC Planning Retreat
- Participated in High Performance Buildings Week
19 Congressional visits; 2 briefings
- CDC Legionella toolkit updated with ASHRAE Standard 188-2016.



Grassroots Government Advocacy

Day on the Hill:

Held nine Day on the Hill visits in 2017
including first outside the United States

Arkansas
North Carolina
Tennessee

Georgia
Oklahoma
Texas

New Mexico
South Carolina
Ottawa, Canada

Learn how to plan your own Day on the Hill at
www.ashrae.org/ggac



Day on the Hill
South Carolina



Enhanced ASHRAE eLearning Portal

The [ASHRAE eLearning Portal](https://elearning.ashrae.org) has recently been updated and enhanced with several exciting new features including:

- A new, easy-to-navigate look and feel
- Responsive course design that make it easier to use across all platforms – including tablets and phones!
- My Training Record that tracks your course progress including PDHs, a training transcript to share with your boss or accrediting body
- Course packages
- New Courses
 - School of Hard Knocks: Controlling Moisture & Humidity in Buildings
 - Ethics for the Built Environment Professional Engineer
- Check out all the courses at elearning.ashrae.org



ASHRAE Research Program

ASHRAE Research Grants & Awards Program

- **Innovative Research Grants** - Provides seed funding for novel research deemed to have the potential to significantly advance the state-of-the-art in heating, ventilating, air-conditioning and refrigeration engineering. ASHRAE Funding for 3-year grant \$125,000, 1 grant per year typically.
- **Graduate Student Grant-in-Aid** - \$10,000 per grant, 15 to 20 grants awarded per year. Grant recipients incentivized to attend Society meeting and write a report on their experience
- **New Investigator Award** - ASHRAE Funding for 3-year grant \$125,000, 1 grant per year for new professors
- **Homer Addams Award** - \$5,000, 1 grant per year, for graduate students that authored a technical paper on an ASHRAE RP that they worked on as student.

Current Major Focus of TC Led Research Program

Expedited \$1.2 million dollar research effort on A2L (low flammability) refrigerants and the expedited effort to update ASHRAE Standards 15 and 34 based upon this research.



ASHRAE Foundation Scholarships

33

Society Scholarships

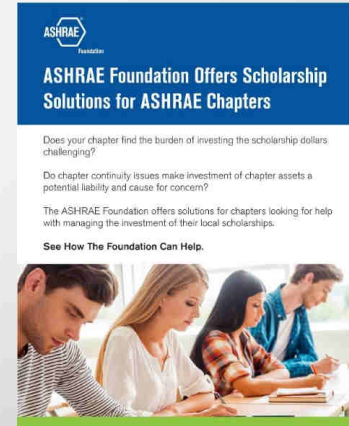
- Require a minimum contribution of \$60,000 for chapters or regions
- Require a minimum of \$100,000 for an individual to establish a scholarship
- Selection criteria must be established in accordance with the ASHRAE Scholarship Program Guidelines
- ASHRAE Scholarship Trustees select the scholarship recipients

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Chapter-Awarded Scholarships

- Require a minimum contribution of \$30,000
- Scholarships can be funded through current fundraising efforts or with chapter assets
- Chapters can establish the selection criteria
- Chapters select the scholarship recipients

In both cases, the Foundation maintains its 5% annual spending policy established in 1994



ASHRAE RP Campaign

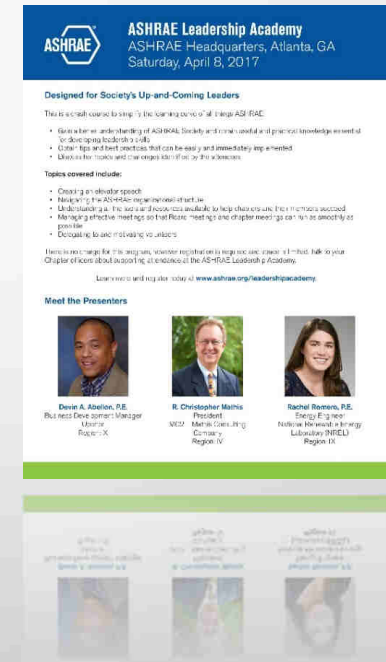
Society Year 2016-2017

- New all time high of \$2,691,673 raised in 2016-17 for all purposes.
 - Supported: Research, Foundation Endowments, ASHRAE Scholarships, Education (ALI), and the General Fund
- Of the almost \$2.7 million raised, \$2 million went to research projects.
 - ASHRAE matched this amount doubling the support for Research
- Over 200 special events were held globally in support of RP



ASHRAE Leadership Academy

- Rising Chapter leaders network and learn best practices
- Over 60 participants on Saturday, April 8, 2017 at ASHRAE Headquarters
- Presenters: Devin Abellon, Chris Mathis and Rachel Romero
- **Approved** - tentatively scheduled for May 2018
- www.ashrae.org/leadershipacademy



ASHRAE Leadership Academy
ASHRAE Headquarters, Atlanta, GA
Saturday, April 8, 2017

Designed for Society's Up-and-Coming Leaders

This is a special event designed to help the coming generation of ASHRAE leaders.

- Gain a better understanding of ASHRAE Society and its role in the industry
- Gain tips and best practices that can be easily and immediately implemented
- Meet other leaders and gain valuable insight into the industry




Topics covered include:

- Creating an elevator speech
- Managing the ASHRAE organization effectively
- Understanding the ASHRAE Society and its role in the industry
- Managing effective meetings and staff roles
- Managing the ASHRAE Society and its role in the industry
- Managing the ASHRAE Society and its role in the industry

There is no charge for this program, however registration is required and space is limited. Talk to your Chapter officers about attending, or contact the ASHRAE Leadership Academy.

Learn more and register today at www.ashrae.org/leadershipacademy

Meet the Presenters

 Devin A. Abellon, P.E. Business Development Manager Atlanta, GA Region IX	 B. Christopher Mathis President MEMO Atlanta, GA Region IX	 Rachel Romero, P.E. Energy Engineer Hewlett-Packard Atlanta, GA Region IX
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ASHRAE Reach

- Outreach program to aid the discussion between ASHRAE members and employers
 - Encourages increased support of employee membership and volunteerism by existing participating employers
 - Provides education to employers who are not aware of the benefits of ASHRAE involvement
- Aligned with ASHRAE's Strategic Plan
- Folders are available upon request
- Resources available at www.ashrae.org/reach
- Contact kgokce@ashrae.org



ASHRAE Global Giveback

April 22-28, 2018

- **Goal:** All Chapters to have service-oriented sustainability events during the same one-week period to generate excitement at the local level
- **Results:** Increased visibility of the Chapter
- Chapters can determine the best Global Giveback activity for their membership
- Marketing will provide graphics to assist promotion
- **Chapter Opportunity Funds** can be utilized at DRC discretion
- Sustainability activities may earn **PAOE** points
- Your Region can be included in the **highlight video** to premiere at the 2018 Annual Meeting in Houston

Examples of sustainability activities:

- Weatherizing homes or buildings for people in need or a charitable organization
- Improving energy efficiency or water use efficiency for people in need or for a charitable organization
- Partnering with an established organization that builds, renovates, or improves the energy efficiency of homes or facilities

#MyASHRAE



Connect-A-Colleague



It takes less than one minute to spread the word about ASHRAE! Send a pre-written email invitation to colleagues at www.ashrae.org/connect



International Standards

ASHRAE is developing a strategy to serve its international members and increase its presence in the international standards market.

Current ASHRAE Efforts include:

- Serving as Secretariat at International Organization of Standardization (ISO) for 5 Technical Committees.
- ASHRAE is serves as Administrator for 16 US Technical Advisory Groups
- Provides a mechanism for international regions to adapt ANSI/ASHRAE Standards

For more information: www.ashrae.org/StandardsActivities



Setting ANSI Standards

- ASHRAE has 125 standards and guidelines currently in development. Highlights for this year include:
 - SSPC 100, *Energy Efficiency in Existing Buildings*, approved an addendum that adds Source EU1 to the standard.
 - Standard 214-2017, *Standard for Determining and Expressing Building Energy Performance in a Rating Program*, has published.
 - Coming in early to mid 2018 will be the first publication of the new International Green Construction Code that uses ANSI/ASHRAE/ICC/USBC/IES Standard 189.1, *Standard for the Design of High-Performance, Green Buildings Except Low-Rise Residential Buildings*, as the technical basis for the code using ASHRAE's standards development process.



Updated TC/PC Websites

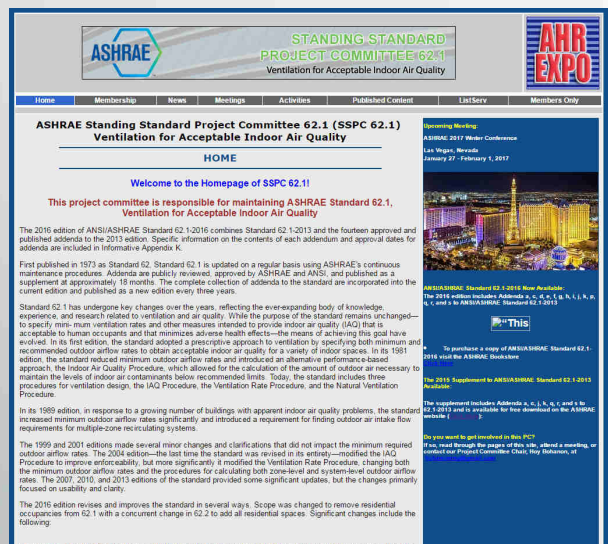
All PC Websites live in new format effective 6.2.2017

Features new mobile friendly template

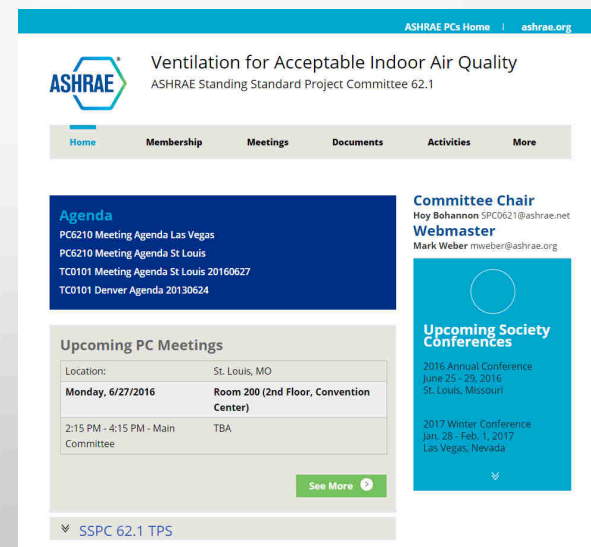
Automatically updates rosters

Easy to use (codeless) interface for webmasters

Integrated Google Analytic Tracking



Before



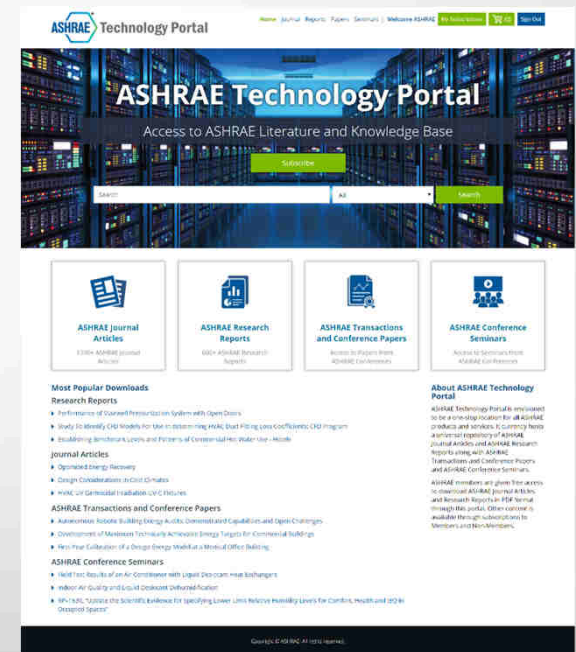
After



ASHRAE Technology Portal

Access to ASHRAE Literature and Knowledge Base

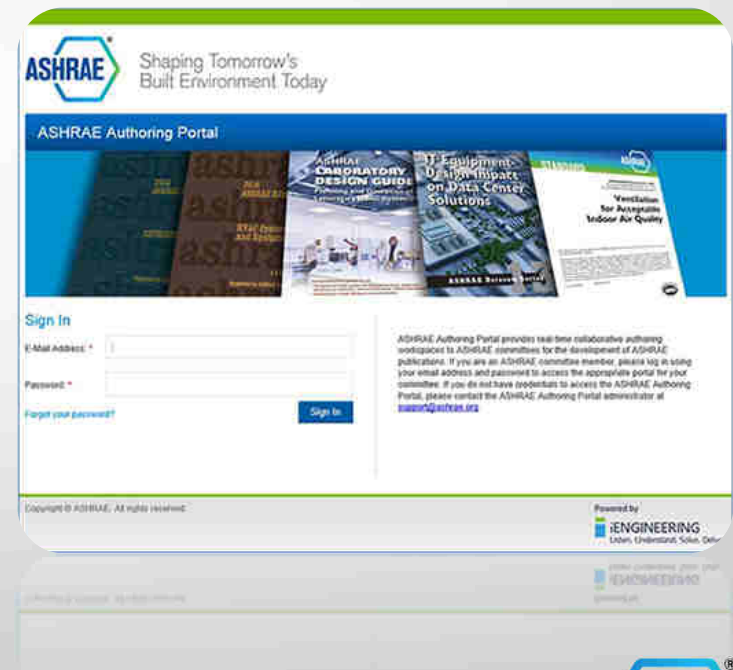
- Easy, fast method of connecting to the latest ASHRAE research
- A universal repository of ASHRAE Journal Articles and ASHRAE Research Reports. **FREE** for ASHRAE Members.
- **NEW!** Access to ASHRAE Transactions, Conference Papers and ASHRAE Conference Seminars added June 2017.
Subscriptions available for easy access.
- Robust search feature via title, keywords, codes.
- Mobile Responsive
- www.ashrae.org/technologyportal



ASHRAE Authoring Portal

ASHRAE-approved, secure platform for collaborative authoring by multiple authors

- Launched in 2016 for use with Handbook chapters; now used for other publications
- Allows easy tracking of changes for authoring groups and staff
- Eliminates need to email large files



Certifications

- BEMP, BEAP, CPMP & HBDP certifications are accredited by ANSI,
- BCxP and BEAP fulfill DOE Better Buildings Workforce Guidelines (BBWG) Requirements,
- Recognized by more than 30 national, state and local bodies,
- Achieved milestone of more than 2,500 certifications earned.

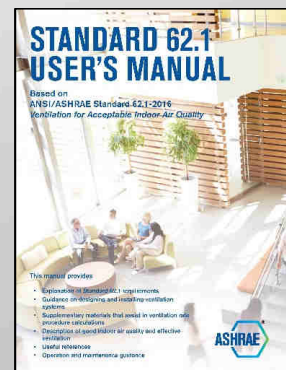
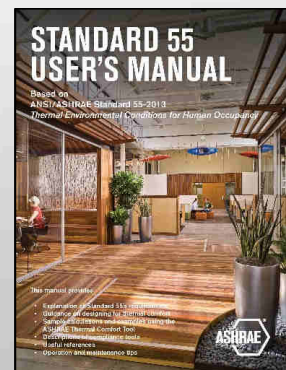
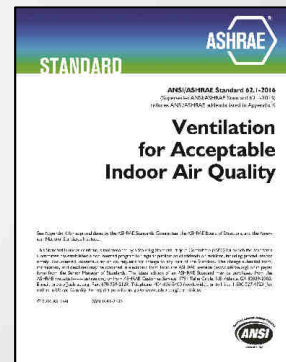
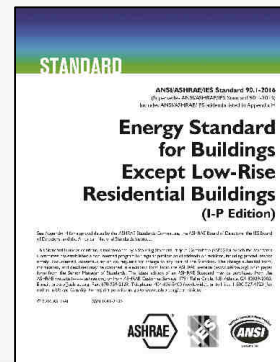


ANSI Accredited Program
PERSONNEL CERTIFICATION
#1139



Recent Publications

- Duct Fitting Database v. 6.00.05
- Standard 90.1-2016
- Standard 15/34-2016
- Standard 55 User's Manual
- Standard 62.1 User's Manual
- Standard 62.2 User's Manual
- Weather Data Viewer v. 6.0 DVD
- ASHRAE Design Guide for Dedicated Outdoor Air Systems



Upcoming Publications

- ASHRAE GreenGuide, 5th edition
- ASHRAE Design Guide for Cleanrooms
- ASHRAE Design Guide for Duct Systems
- ASHRAE Design Guide for Air Terminal Units
- ASHRAE Design Guide for Sustainable Refrigeration Facilities and Systems
- Advanced Energy Design Guide for K-12 (Achieving Zero Energy)



Advanced Energy Design Guides

- First zero energy guide in development: *Advanced Energy Design Guide for K-12 School Buildings – Achieving Zero Energy*
 - Applicable to all sizes and types of K-12 school construction
 - Addresses zero energy culture, connecting student learning with zero energy, design synergies and energy balance, project planning, procurement, and building performance simulation.
 - Identifies energy targets (EUI) and design criteria
 - Includes strategies and tactics for site planning, envelope, fenestration, daylighting, lighting design, plug and process loads, service hot water, kitchen equipment, HVAC, and renewables
 - Available Fall 2017
- 610,000 total copies of 11 published guides in circulation

www.ashrae.org/freeaedg



What is Building EQ?

ASHRAE's Building EQ provides a quick energy analysis that benchmarks building energy performance and provides information for improvement including:

- Level 1 Energy Audit including low-cost, no-cost energy efficiency measures
- Indoor Environmental Quality survey with recorded measurements
- Consistent methodology so buildings can be re-evaluated over time to determine if the improvements are achieving the expected energy savings and performance results
- Provides a rating and Building EQ Performance Score for your building

Building EQ includes two different evaluations:

- In Operation compares actual building energy use with metered energy information
- As Designed compares energy use based on the buildings physical characteristics and systems with standardized energy use simulation

For more information: www.ashrae.org/BuildingEQ

Building EQ Web Portal

The Building EQ web portal offers a streamlined way to submit information

Building EQ Web Portal:

- Online data entry Fall 2017
- Data exchange with Portfolio Manager and others
- Connection to ASHRAE online products and services
- Priced for different levels of customer reporting output
- Opportunities for customized EUI baselines

Manage IO Rating - Data Test Fun Case

Submit

Building Characteristics | Energy | IEQ Screening | Energy Efficiency Measures (EEMs) | Photos and Attachments

Total Building Energy Use and IEQ Rating ✓

Utility Information ✓

Energy End Of Use ✓

IO ENERGY END USE BREAKDOWN

NOTE: A pie chart showing energy and use breakdown will automatically be built from entered data in the space below

End Use	Energy Use (kBtu/yr)
Heating	
Cooling	
Ventilation	
Lighting	
Plug Loads	
Service Hot Water	
Miscellaneous	
Other (1)	

Pie Graph Chart

For more information: www.ashrae.org/BuildingEQ



IAQA Update

- Enhanced Member Benefit Package
 - New quarterly e-newsletter for members with technical articles, government affairs updates and other announcements
 - Complimentary quarterly webinars for members only on a wide variety of IAQ topics
 - Developing discount program for industry products and services and a business management toolkit
- Increased number of Chapters by over 60% in the last two years both domestically and internationally, including expansion into India, Australia and Singapore
- Developing IAQ focused consumer resources on iaqa.org
- Continual focus on growth through continued implementation of Strategic Plan centered on Education & Training, Member Engagement, and Regulatory & Industry Affairs

INDOOR
AIR QUALITY
ASSOCIATION

Your Path to Clean Air Starts Here

www.iaqa.org

Conferences Coming Up

- **ASHRAE 2017 Building Performance Analysis Conference:** September 27-29, 2017 – Atlanta, GA.
- **Greenbuild 2017:** November 8-9, 2017 – Boston, MA.
- **2017 Developing Economies Conference:** November 10-11, 2017 – Delhi, India.
- **CIBSE Build2Perform:** November 21-22, 2017 – London, UK.
- **Big 5 Dubai:** November 26-29, 2017 – Dubai, UAE.
- **2018 ASHRAE Winter Conference and AHR Expo:** January 20-24, 2018 – Chicago, IL.
- **2018 ASHRAE Annual Conference:** June 23-27, 2018 – Houston, TX.



A wide-angle photograph of the Chicago skyline at night, viewed from across a body of water. Numerous skyscrapers are illuminated with warm yellow and orange lights, their reflections shimmering on the dark water. The sky is a deep, clear blue. In the foreground, a small white boat with a dark roof is visible on the water.

See you in Chicago!





Staff Report

Steve Comstock
Director of Publications & Education
Region II CRC
Montreal
August 2017



ENGAGEMENT

ASHRAE Staff EVP & Directors



Government Affairs
Alice Yates



Finance
Craig Wright
Accounting, IT



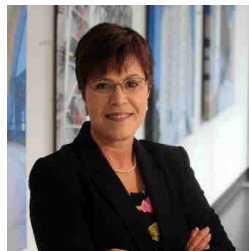
Executive VP
Jeff Littleton



Member Services
Joyce Abrams



Technology
Stephanie Reiniche



Development
Kim Mitchell
Foundation and
Research Promotion



Publishing & Education
Steve Comstock
Package the volunteer
contributions and
successfully deliver to the
market



Marketing
Vanita Gupta



ASHRAE is Big

- 100 Technical Committees
- 130 Standards Project Committees
- 57,000 members
- 21% outside US / Canada
- 180+ Chapters/40+ Sections/280+ Student Branches
- 550+ current ASHRAE titles
- 8,000+ pages of content published annually
- 60+ active Research Projects valued at \$9MIL
- 120+ staff
- 4,500 Society volunteers
- 6,500 chapter volunteers



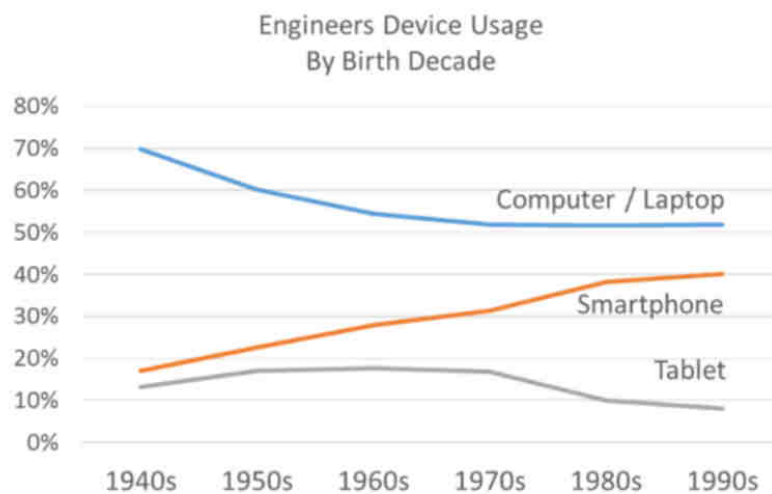
Nurturing the Volunteer

- Support & leverage Volunteer Resources
- Provide business functions that sustain ASHRAE
- Supplement Volunteers with professional expertise
- Add continuity and coordination

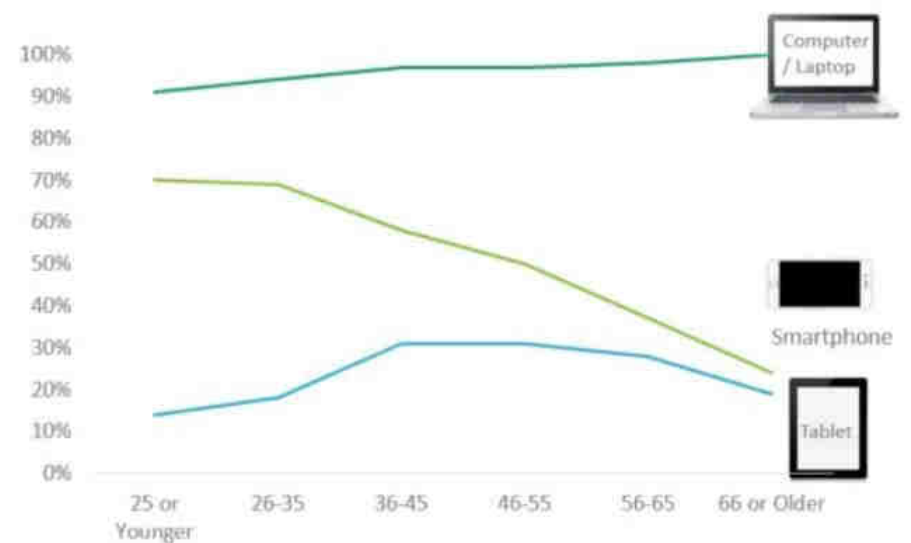
Enable the Business of ASHRAE.
“The business of ASHRAE is nurturing the Volunteer.”



How Are Engineers Consuming Technology?



Survey: Which of the following devices have you used to access engineering news and information in the last month? [check all that apply]

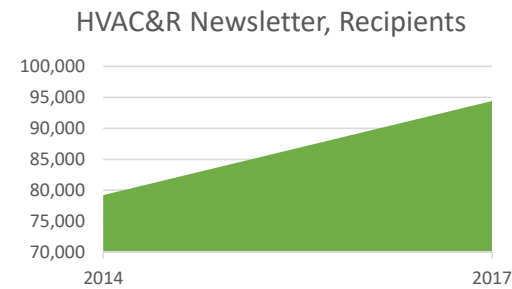
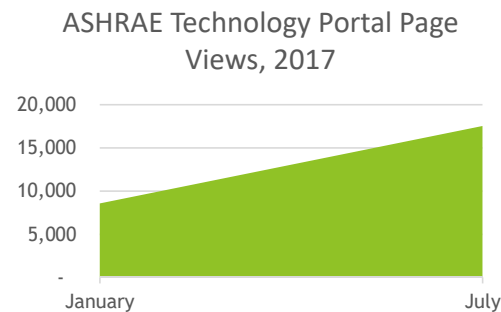
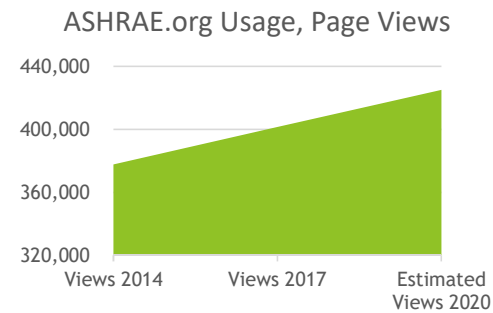


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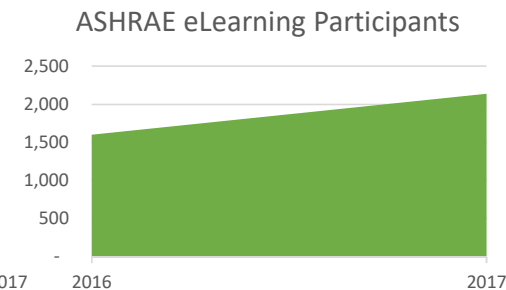
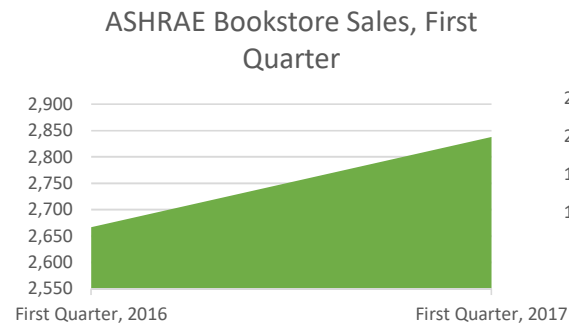
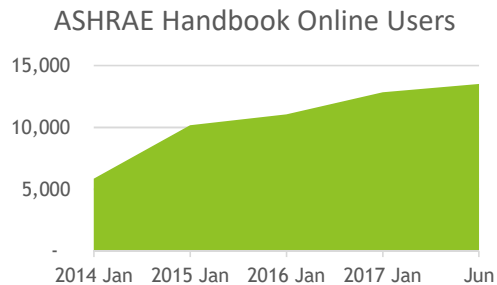
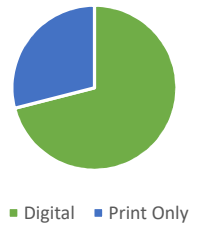


How are Engineers Using ASHRAE Media?

ASHRAE Digital Media: Consumption Increasing



Percent Transactions of Standard 90.1-2016 (I-P)



Proliferation of Publishing Channels

1987

- 1. Print Publications & Books
- 2. Printed & Bound ASHRAE Handbook



2017

- 1. Print Publication & Books
- 2. Printed & Bound ASHRAE Handbook
- 3. ASHRAE website
- 4. Digital Editions
- 5. Mobile Device Apps
- 6. Web Apps
- 7. eBooks
- 8. Technology Portal
- 9. ASHRAE Handbook Online Website
- 10. eLearning
- 11. Webinars
- 12. ASHRAE Online Bookstore
- 13. Electronic Newsletters
- 14. Online Databases
- 15. Video
- 16. Product & Service Directories
- 17. White papers



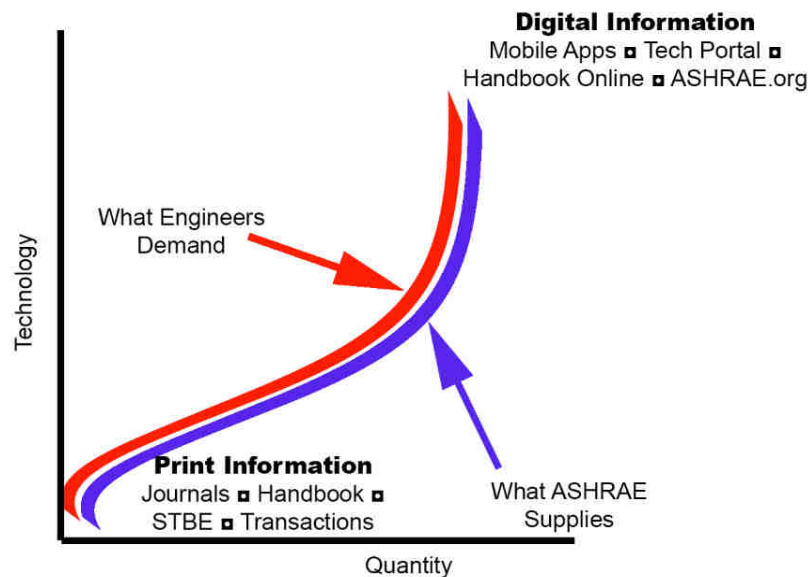
Nothing Goes Away

- Still a Print Handbook
- Still Face to Face Training (Society and Chapter):
 - Building Operation and Maintenance
 - HVAC Design: Fundamentals Level I
 - HVAC Design: Applications Level II
 - Consulting Engineering
- Print Standards
- Print Design Guides
- And Print ASHRAE Journal
- YEA Survey: 73% Print Handbook / 61% Soft Journal



ASHRAE Staff Mission: Publishing & Education

Provide Technology Information/Education that Engineers Need in the Way They Want to Use It



What Will Engineers Demand in the Future?

- More Refined, Algorithmic-based Google-like Search Results based on user demographics.
- Collaborative, Shared Documents, i.e., blurring line between reader and writer.
- Merged Media Documents, e.g., video within digital publications; expandable/changeable data tables within articles. (e.g., 90.1)
- Instructor-taught Information as primary learning resource with print and/or digital reference materials (eLearning)
- Renting or leasing published material, content syndication (leverage IP).



Publishing Case Study: ASHRAE's Technology Portal



ASHRAE Technology Portal

Search ASHRAE's vast information archive

Member access to ASHRAE Journal articles and ASHRAE Research Reports. Other content on a subscription basis.

www.ashrae.org/technologyportal



Shaping Tomorrow's
Built Environment Today

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Bookstore	Technology Portal		
Building EQ			
ASHRAE Journal			
Handbook			
ASHRAE Transactions			
High Performing Buildings			
Science and Technology for the Built Environment			
Periodicals			
Supplier Directory & Sponsored White Papers			
Free Resources			
Citation and Abstract Services			
Abstract Archive			
ASHRAE Indexes			
Publication Updates and Errata			
Educators' Resources			

Science and Sustainability

gallon thermal energy storage system as its primary conditioning drive technology, and others, for this potential zero net energy building.

POS

IMPORTANT NOMINATIONS

Nominations are requested for Officers and Directors on the ASHRAE Board, and for members of Board-elected councils and standing committees for the 2018-2019 Society year.

Deadline: September 15, 2017
[Nominations to Elected Councils and Standing Committees](#)

Deadline: September 29, 2017
[Nominations for Officers and Directors on the Board of Directors](#)

Deadline: February 15, 2018
[Nominations to Appointed Standing Committees](#)



Publishing Case Study: ASHRAE's Technology Portal

Free Search Results for ASHRAE Journal & Seminars

ASHRAE Technology Portal Home Journal Reports Papers Seminars | Welcome Greg

Search Result(s)

90.1 ASHRAE Journal Articles GO

J Journal Articles RR Research Reports S Seminars P Papers

51 results found.

- J 2017 ASHRAE Technology Awards: University Lab; Model for Energy Efficiency
- J 2017 ASHRAE Technology Award: Sustainable Laboratory and Offices
- J ASHRAE Standard 90.4: First Look At Energy Standard for Data Centers
- J A Stable Whole Building Performance Method for Standard 90.1, Part 2
- J A Conversation on Standard 90.1-2016
- J Residential Ventilation for Existing Buildings
- J Wrap-Around Heat Pipes In Humid Climates
- J Engineer's Notebook: Frequently Overlooked Requirements of 90.1-2013
- J 2015 ASHRAE Technology Award: Framework for Savings
- J Engineer's Notebook: Resetting Setpoints Using Trim & Respond Logic

Prev 1 2 3 ... 6 Next

ASHRAE Technology Portal Home Journal Reports Papers Seminars | Welcome Greg

standard 90

Search Result(s)

standard 90 ASHRAE Conference Seminar: GO

J Journal Articles RR Research Reports S Seminars P Papers

31 results found.

- S Acoustic Performance Standards for Residential Buildings and When They Fall Short
- S The New 90.2
- S Achieving Net Zero: Design Strategies and Modeling Techniques
- S The Use of Pollution Control Units and Technologies to Control Grease, Smoke and Odor from Commercial Buildings
- S Designs and Policies for Affordable Zero Net Energy Homes and Sustainable Communities
- S Advancing Standard 90.1 to Net Zero Energy Buildings
- S Feedback: The Essential Ingredient for High Performance Green Homes
- S As Cool as it Sounds: Strategies to Mitigate the Acoustic Challenges of Radiantly-Cooled Environments
- S ASHRAE's Residential Energy Performance Standards for New and Existing Buildings
- S Going Small In Exhaust Air Energy Recovery, for Multi-Family Buildings Size Doesn't Matter

Prev 1 2 3 4 Next



Publishing Case Study: ASHRAE's Technology Portal

Free Description for ASHRAE Seminars



ASHRAE Technology Portal

Home Journal Reports Papers Seminars | Welcome Gary | My Subscriptions | Sign Out

Search [GO]

Seminar 48 : Achieving Net Zero: Design Strategies and Modeling Techniques

Conference: 2017 ASHRAE Annual Conference - Long Beach, California — Long Beach

Conference Date: Wednesday, June 28, 2017: 08:00 AM-09:30 AM

Chair: Krishnan Gowri, Ph.D., Fellow ASHRAE, Autodesk, Bothell, WA, US

This seminar brings together leading industry experts in energy design and modeling to discuss state-of-the-art strategies, tools and techniques to achieve net zero energy design goals. An overview of the future codes, standards and voluntary programs trending towards net zero are discussed with an emphasis on the metrics, compliance methods and technologies. Results from California state energy efficiency studies to achieve net zero by 2030 are presented along with a case study on achieving net zero for retrofits. ASHRAE members will gain knowledge of industry trends, technologies and modeling insights for high performance building design.

1. Trending Towards Net Zero: Codes, Standards and Voluntary Programs
Krishnan Gowri, Ph.D., Fellow ASHRAE, Autodesk, Bothell, WA, US
Video Audio Slides

2. Scenario Analysis for ZNE Modeling
Charles Eley, P.E., Member, BEMP, Eley Consulting, San Francisco, CA, US
Video Audio Slides

3. The Technical Feasibility of Zero Net Energy Buildings in California
Wyatt Kennedy, P.E., Non-Member, Arup, San Francisco, CA, US
Video Audio Slides

4. Aiming for Zero-Net-Energy at an Existing Supermarket
Rob Best, Non-Member, Arup, San Francisco, CA, US
Video Audio Slides

Subscription Required for Video/Audio/Slide Downloads

ASHRAE Members May Download Journal Articles at No Additional Cost



ASHRAE Technology Portal

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Search [GO]

Journal Articles - Volume 59, July 2017

Home » ASHRAE Journal Articles » Article Detail

As an ASHRAE Member, your subscription is complimentary.

Ventilation Requirements for Indoor Pools

How much outdoor air is required to provide a healthy, durable indoor pool environment? The authors describe how why Standard 62.1-2016's minimum ventilation rates may not always produce a facility with acceptable air methodology that augments the standard's ventilation rates.

Authors: Gary Lochner; Lynne Washer
Citation: ASHRAE Journal, vol. 59, no. 7, July 2017
Pages: 10
Publish Date: July 2017
Publisher: ASHRAE

[Download Article](#)

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Technical Feature

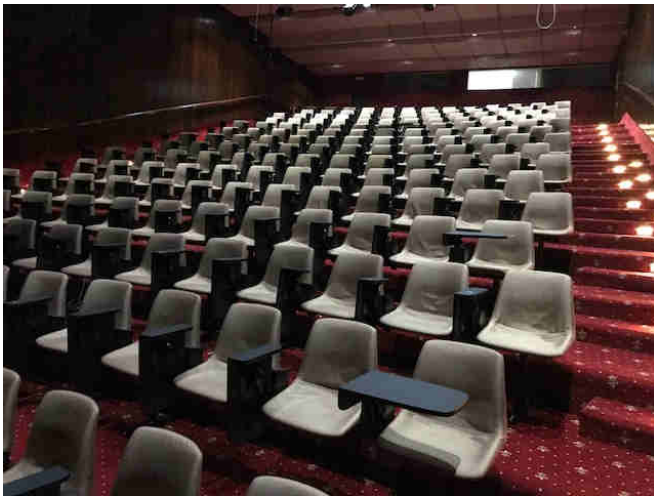
Ventilation Requirements For Indoor Pools

Healthy and durable indoor pool environments require a well-designed ventilation system with effective air distribution and sufficient outdoor and exhaust air to remove heat and control chloramines from the space. A key question for system designers becomes: How much outdoor air is required?

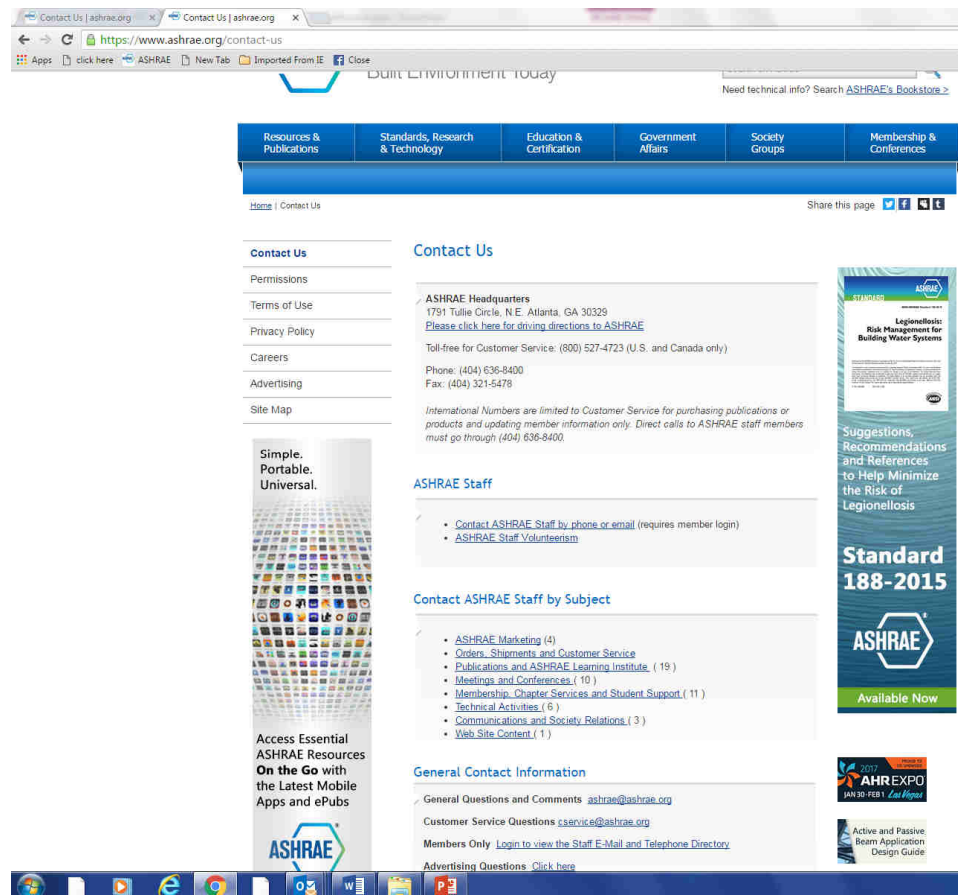
This article describes factors to consider when calculating outdoor air rates, including pool type, pool activity, ceiling height, supply and return airflow rates, and air distribution complexity and effectiveness. We also explore why ASHRAE Standard 62.1-2016's minimum ventilation rates for swimming pool, deck, and spectator areas are not always produce a desirable facility with acceptable air quality. We present a methodology that augments Standard 62.1-2016's ventilation rates with minimum outdoor air multipliers to help designers represent a variety of pool types, spaces, and activities when calculating outdoor air requirements.

ASHRAE

ASHRAE Global Training Center - Dubai



www.ashrae.org/contact-us



The screenshot shows the ASHRAE website's contact page. At the top, there's a navigation bar with links: Resources & Publications, Standards, Research & Technology, Education & Certification, Government Affairs, Society Groups, and Membership & Conferences. Below this is a secondary navigation bar with links: Home, Contact Us, and a social media share button. The main content area is titled 'Contact Us' and includes a sidebar with links: Contact Us, Permissions, Terms of Use, Privacy Policy, Careers, Advertising, and Site Map. The main content area contains sections for ASHRAE Headquarters (1791 Tullie Circle, N.E. Atlanta, GA 30329), ASHRAE Staff (Contact ASHRAE Staff by phone or email, ASHRAE Staff Volunteerism), Contact ASHRAE Staff by Subject (ASHRAE Marketing, Orders, Shipments and Customer Service, Publications and ASHRAE Learning Institute, Meetings and Conferences, Membership, Chapter Services and Student Support, Technical Activities, Communications and Society Relations, Web Site Content), and General Contact Information (General Questions and Comments, Customer Service Questions, Members Only, Advertising Questions). On the right side, there are two vertical banners: 'Legionellosis Risk Management for Building Water Systems' and 'Standard 188-2015'. The ASHRAE logo is visible in the bottom right corner.

ASHRAE Headquarters
1791 Tullie Circle, N.E. Atlanta, GA 30329
[Please click here for driving directions to ASHRAE](#)
Toll-free for Customer Service: (800) 527-4723 (U.S. and Canada only)
Phone: (404) 636-8400
Fax: (404) 321-8478
International Numbers are limited to Customer Service for purchasing publications or products and updating member information only. Direct calls to ASHRAE staff members must go through (404) 636-8400.

ASHRAE Staff

- [Contact ASHRAE Staff by phone or email](#) (requires member login)
- [ASHRAE Staff Volunteerism](#)

Contact ASHRAE Staff by Subject

- [ASHRAE Marketing](#) (4)
- [Orders, Shipments and Customer Service](#)
- [Publications and ASHRAE Learning Institute](#) (19)
- [Meetings and Conferences](#) (10)
- [Membership, Chapter Services and Student Support](#) (11)
- [Technical Activities](#) (6)
- [Communications and Society Relations](#) (3)
- [Web Site Content](#) (1)

General Contact Information

- General Questions and Comments ashrae@ashrae.org
- Customer Service Questions cservice@ashrae.org
- Members Only [Login to view the Staff E-Mail and Telephone Directory](#)
- Advertising Questions [Click here](#)

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Access Essential ASHRAE Resources On the Go with the Latest Mobile Apps and eBooks

ASHRAE

Standard 188-2015
Available Now

ASHRAE

What to Tell a New Employee

- Business of ASHRAE is to nurture the volunteer
- Maintain professional standards as if you compete against commercially driven publishing enterprises
- ASHRAE is big embracing many cultures, many ways of interacting and doing business
- ASHRAE is an organization focused on technology advancement and engineering practice but at the base it is an organization of people
- Remember the Mission: Advance Technology for the Benefit of the General Public.



Contact information

comstock@ashrae.org

+1 678-539-1102

Steve Comstock

