



SUMMARY REPORT

2014 ASHRAE REGION II CRC

The London Chapter hosted the Annual Region II CRC. The conference was held Aug 22nd to 24th, 2014.

After researching a number of potential locations within the city of London, the organizing committee chose to hold the event at the Oakwood Inn Resort in Grand Bend, Ontario. This location was also where the 2005 CRC was held and everyone enjoyed themselves then, so we all agreed to give it a try again. The location did present a number of advantages and challenges though.

Grand Bend is located approximately 65 minutes Northwest of London Airport. As a result everyone including the host chapter attendees needed to travel to the meeting location. The distance presented some organizational challenges for the Transportation Committee. We however felt that being at a resort style conference and separated from the traditional Urban Hotel style conference was more of a positive factor. The Oakwood Inn Resort is situated about 1 kilometer north of the Grand Bend "Strip", but within easy walking distance of a sand beach on Lake Huron. Grand Bend can be a very busy and noisy tourist town in the summer months, but the Oakwood Inn Resort is a comfortable distance removed for both those who wish to avoid the area and those who wanted to participate.

The conference package offered by the Oakwood Inn Resort was a variation from the normal in that the registration included an all inclusive for meals and breaks. We learned from the last time that it was a logistic nightmare to try and handle the rooms ourselves, so we had signed an agreement in our conference package that the Oakwood Inn Resort would handle the booking of the rooms for us as they are equipped for this. The conference package had 2 parts to it, we had a lower registration rate however a bit higher hotel room rate. The rate for the hotel rooms did however include for all meals and breaks in the price. This package had meals included from Friday at lunch until Sunday breakfast. We chose to do Friday lunch included instead of Sunday as the majority of people had to leave around noon Sunday so would have missed lunch anyways so Friday made more sense and people arriving that day were very happy to be able to have Friday lunch included.

Thursday Night we arranged to host a dinner for the Alternates/Delegates and arriving special society guest. We did this off the resort at Smackwater Jacks in Grand Bend marina area. They have a bit of an unusual shuttle they run in that it is a converted ambulance which everyone seemed to enjoy. The dinner overall was a success.

We had arranged a technical tour for Friday morning which had a refrigeration theme. This was something for the attendees to participate in that were not in workshops. We had 12 attendees travel to Ice Culture in Hensall, which is about 20 minutes away. Iceculture makes unique ice sculptures for special events worldwide. The company has perfected the process for cooling, clarifying, freezing and shaping ice products.

The Presidential Dinner was held on the Friday evening and we decided to combine the dinner with the awards banquet. We opened this event to the local ASHRAE chapter members for anyone who wanted to attend. We also invited our top sponsors out for this as the local support from company sponsorships is very important and needs to be well recognized. We were worried that combining the two events would run long but fortunately Nicolas Lemire who was our MC broke this up and things seemed to go very well. We did run about 30 minutes longer than anticipated but it did not seem to be too long. You must have a good MC to make something like this work, which we did.

The Business, Caucus and Regional meetings began on Friday morning. The rooms for these were large enough to hold everyone. The one oversight was we did not allow for power bars at the table as everyone had laptops, but the Oakwood was able to quickly set up something that worked out and we were able to get through the conference but was not ideal.

Saturday afternoon we began the committee workshops. We had a bit of an issue here in that a couple weeks prior Grand Bend had a tornado go through and 4 of our breakout rooms had been destroyed by water damage. They were able to get 1 room back to a workable meeting room which was an average size however we had to move many workshops around so we could accommodate all the meetings. Some of the rooms were small, mainly because of the switch and we did not have any extra chairs in other meeting rooms, again this was mainly because of all the switching. Even with the above issues we were able to get all the workshops done and I believe all the workshops were generally successful.

Saturday evening the committee decided to do a team building exercise. We decided on doing a scavenger hunt. This was made up of 8 teams of 7-9 people. We had everyone break out into their chapters and we made teams up by splitting up all the chapters. We did this so everyone would mingle more as with most things people tend to do what they are comfortable with and that is hanging with people they are familiar with so this was a great way to meet some new people. This was all set up through the Oakwood Inn Resort and everyone who participated in the event seemed to really enjoy the event. After the event we also set up a bonfire where everyone could hang out and mingle the rest of the evening.

The London Chapter was very pleased to host the 2014 conference. We did recognize that a resort style CRC provides a much different opportunity than a traditional downtown conference. Even though the remote location did present a number of challenges we believe that the overall result was a good one.

Submitted on behalf of the London ASHRAE chapter,

Karl Gilroy

2014 Region II CRC General Chair

2014 CRC FINANCIAL SUMMARY

	BUDGET	ACTUAL	REMARKS
INCOME			
<u>REGISTRATION</u>	\$17,875.00	\$19,385.75	
<u>CHAPTER ASSESSMENT</u>	\$8,754.00	\$10,956.00	SOCIETY CHEQUE TOWARDS CRC
<u>CORPORATE SPONSORSHIP</u>	\$3,300.00	\$8,850.00	
<u>WINE (HAMILTON CHAPTER)</u>	\$1,000.00	\$1,000.00	
<u>AWARDS DINNER TICKETS</u>	\$1,000.00	\$200.00	\$50/TICKET FOR FRIDAY NIGHT
<u>CHAPTER SUPPORT</u>	\$1,500.00	\$-	\$3500 TRANSFERRED INITIALLY FROM THE CHAPTER. TRANSFER \$2000 BACK TO CHAPTER.
TOTAL INCOME	\$33,429.00	\$40,391.75	
EXPENSES			
<u>BREAKOUT ROOMS</u>	\$750	\$-	
<u>DEPOSIT</u>	\$2,500	\$2,500.00	
<u>EXTRA MEETING ROOMS</u>	\$900	\$944.77	
<u>ROOM UPGRADES</u>	\$700	\$803.14	FOR PRESIDENT'S/VP/SOCIETY MEMBER ROOM UPGRADES
<u>CRC PROMOTIONAL MATERIAL</u>	\$750	\$1,113.50	
<u>WELCOME PARTY</u>	\$1,000	\$989.75	
<u>PRESIDENTS MEAL</u>	\$1,500	\$922.19	ADDITIONAL MEAL EXPENSES
<u>PRESIDENTS WINE</u>	\$1,000	\$1,026.00	
<u>PRESIDENTS ENTERTAINMENT</u>	\$1,000	\$-	ENTERTAINMENT DURING MEAL
<u>TECHNICAL TOUR</u>	\$1,500	\$282.50	
<u>COMPANION TOUR</u>	\$1,500	\$221.11	
<u>INDIVIDUAL EVENT EXPENSES</u>	\$4,000	\$618.80	SATURDAY NIGHT AMAZING RACE OR SOME EVENT PAID TO OAKWOOD
<u>HOSPITALITY EXPENSES</u>	\$5,600	\$4,054.69	COTTAGE/LIQUOR LICENSE/DRINKS
<u>PHOTOGRAPHY</u>	\$200	\$-	PRINTING
<u>PRINTING/MAILING/PHOTOCOPYING</u>	\$1,500	\$-	
<u>AUDIO/VISUAL</u>	\$3,000	\$-	
<u>TRANSPORTATION</u>	\$4,000	\$3,605.91	
<u>GIFTS</u>	\$800	\$518.68	
<u>OFFICE SUPPLIES</u>	\$800	\$-	
<u>RECORDING SECRETARY</u>	\$500	\$500.00	TOM POLLARD
<u>MISCELLANEOUS</u>	\$2,000	\$1,293.89	
<u>BANK FEES</u>	\$50	\$37.32	
<u>PAYPAL FEES</u>	\$500	\$938.95	
TOTAL EXPENSES	\$36,050.00	\$20,371.20	
NET SURPLUS (DEFICIT)	\$(2,621.00)	\$20,020.55	

CRC ON SITE EXPENSES

PERSON	COST	DESCRIPTION
KARL GILROY	\$1,781.50	CHECKER LIMOS
	\$1,137.89	RENTAL VANS
	\$248.60	GRAND BEND TAXI
	\$989.75	WELCOME DINNER AT SMACKWATER JACKS
	\$3.00	PARKING AT AIRPORT TO PICK UP DARRYL BOYCE
TOTAL	<u>\$4,160.74</u>	
JOHN FREEMAN	\$78.63	GAS FOR RENTAL VAN
ERIC SHAW	\$71.00	GAS FOR RENTAL VAN
	\$135.00	CHECKER LIMO - GUYS WHO DIDN'T TELL US THEY WERE SHOWING UP
	\$6.00	PARKING AT AIRPORT WAITING FOR TIM WENTZ
TOTAL	<u>\$212.00</u>	
KHALID EL-KADRI	\$143.99	GAS FOR RENTAL VAN
PHIL COOK	\$221.11	HELEN PAID FOR THE COMPANIONS LUNCH
	\$282.50	langs bus for tour
TOTAL	<u>\$503.61</u>	
IBRAHIM SEMHAT	\$418.55	SHIRTS FOR CRC
TOM POLLARD	\$500.00	CRC SECRETARY