



Shaping Tomorrow's
Built Environment Today

MINUTES

SOCIETY RULES COMMITTEE MEETING

**Atlanta Hilton Hotel
Atlanta, Georgia
Tuesday, June 30, 2015
4:00 pm – 5:30 pm**

Note: These minutes are not approved until voted on and approved by the SRC.

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Society Rules Committee Meeting
June 30, 2015

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PRINCIPAL MOTIONS
Society Rules Committee Minutes
June 30, 2015

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2 – 2 that SRC approve the revised Nominating Committee Manual of Procedures as shown in **Attachment B.**

ACTION ITEMS
Society Rules Committee
June 30, 2015

<u>No. - Pg.</u>	<u>Responsibility</u>	<u>Summary</u>	<u>Status</u>
1 - 1	Townsend	Send suggested wording changes to Scholarship Trustees and ask them to consider revising their ROB.	<u>Ongoing</u>
2 - 1	Giesler	Review Development Committee ROB to be sure CO is listed as required member; remove membership wording in Development Committee MOP.	<u>Ongoing</u>
3 - 2	Townsend	Send an email to request that council chairs have their committees review their ROB's to be sure they operate by the rule.	_____
4 - 2	Giesler	Add Mr. Burgess' tracking tool to the next agenda as an information item.	_____
5 - 2	Staff	Send a poll to schedule the next SRC conference call in August or September.	_____

MINUTES

SOCIETY RULES COMMITTEE MEETING

Tuesday, June 30, 2015

4:00 pm – 5:30 pm

MEMBERS PRESENT: Kirk T. Mescher, Chair
Arthur L. Giesler, Vice Chair
Charles H. Culp III
James R. Fields
Mark W. Fly
Hugh D. McMillan III
Michael J. Brandemuehl, Consultant
Charles E. Gullede III, CO

INCOMING PRESENT: Stephen D. Kennedy
William F. McQuade
Patricia T. Graef, CO

STAFF PRESENT: Mary Dean Townsend
Claire I. Neme

GUESTS PRESENT: Joyce Abrams
Michael Burgess
John L. Harrod
Lindsey King, Leadership U
David Underwood, President-Elect

CALL TO ORDER

Chair Mescher called the meeting to order at 4:02 pm on Tuesday, June 30, 2015. Members, staff and guests attended as listed above. A quorum was present.

REVIEW OF AGENDA

Chair Mescher asked if there were additions to or deletions from the agenda. The agenda was approved as presented.

APPROVAL OF MINUTES

Mr. Mescher called for a motion to approve the SRC minutes from the May 14, 2015 conference call. Mr. Fly moved and it was seconded

(1) to approve the SRC minutes from the May 14, 2015 SRC conference call.

MOTION 1 PASSED (5-0-0-CNV)

REVIEW OF ACTION ITEMS

7 - 2	Townsend	Ongoing	Send suggested wording changes to Scholarship Trustees and ask them to consider revising their ROB.	AI 1
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Development Committee ROB

Mr. Giesler agreed to review the Development Committee ROB to be sure the CO is listed as a required member. Remove Membership wording in the Development Committee MOP. AI 2

Mrs. Townsend will send an email and request that council chairs have their committee chairs review their ROB's to be sure they operate by the rule.

AI 3

Mr. Mike Burgess asked the group to track any items using his spreadsheet tool developed for this purpose. This will be an information item for the next SRC agenda.

AI 4

NEW BUSINESS

2015-16 SRC MBOs (Attachment A)

Mr. Giesler reviewed the 2015-16 MBOs as shown in Attachment A. He indicated he would ask staff to send a poll to schedule the next SRC conference call in August or September.

AI 5

INFORMATION ITEM

The results of the Nominating Committee letter ballot were presented to the group.

Mr. Mescher called for a motion from the floor. A motion was made by Mr. Culp and seconded

(2) that SRC approve the Nominating Committee Manual of Procedures as shown in **Attachment B**.

MOTION 2: PASSED (5-0-0) CNV

NEXT MEETING:

The next SRC meeting will be scheduled in the next month.

ADJOURNMENT

The meeting was adjourned at 3:15 pm.

Respectfully submitted,



Mary Dean Townsend, Secretary

cc: Board of Directors



LETTER BALLOT TALLY SHEET – NOMINATING COMMITTEE

1. That the ASHRAE Nominating Committee approve the revised Nominating Committee Manual of Procedures.

21 - Approve 0 - Reject 3 - Unreturned

2. That the following editorial changes be made to the Nominating Committee Rule of the Board:

2.415.003 OPERATION

E. Nominations committee shall require a financial and criminal background check on all society officer nominees'. Background checks must be current within the last three years

2.415.003.2 Chapter Regional Meetings

A. The Regional Nominating Committee members, alternates and reserve alternate shall attend the Chapters Regional Committee meeting in their region prior to attending the fall meeting of the Nominating Committee for the year in which they will serve. If either the Member or the Alternate cannot attend their Chapters Regional Conference, he/she may be asked to resign his/her membership on the Nominating Committee at the discretion of the Director and Regional Chair for that region. (86-06-22-16/94-01-23-01/97-01-26-01/01-01-28-03)

B. The Regional Nominating Committee Member shall chair the CRC Nominations executive session. The CRC Executive Session is open only to the Regional Nominating Committee member, alternate, reserve alternate, and chapter delegates and alternates of that particular region and is not open to any other members of the Society Nominating Committee. Any current Society Board member shall not attend a regional caucus or Nominations executive session held in any region.

(85-01-31-33/97-01-26-01/98-01-18-16/01-01-28-01/03-01-30-40B/006-06-28-09)

C. Transportation expenses will be reimbursed upon request to regional Committee members, alternates and reserve alternates traveling to the Chapters' Regional Committee meeting in accordance with the current approved travel reimbursement policy. (94-01-23-01)

3. 2.105 ORGANIZATIONAL / STAFF

2.105.001 Standing Bodies (10-01-27-01/11-06-26-21C/12-10-26-13/14-01-22-06)

The standing bodies of the Society are the Board of Directors and those listed in the table below:

<u>Standing Body</u>	<u>Authorized Number of Meetings per Year</u>	<u>Reporting To</u>
Handbook	3	Publishing & Education Council
Historical	2	Publishing & Education Council
Honors and Awards	2	Members Council
Joint Exposition Policy	2	Executive Committee
Membership Promotion	3	Members Council
Nominating*	2 3	Board of Directors
Planning	4	Board of Directors
President-Elect Advisory	4	Executive Committee

*Given specific authority or duties by Bylaws or other rules of the Board

**COF positions are not eligible for travel or transportation reimbursement from ASHRAE for attendance at meetings.

21 - Approve

0 - Reject

3 - Abstain

Rule Volume	Rule Number	Outline of Change	Reason for Change	SRC Review Complete	SRC Ref Code	Date Reported to BOD
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Attachment B

SRC Minutes-2015 June 30

OBJECTIVES
SOCIETY RULES COMMITTEE
Chair: Art Giesler
Soceity Year 2015-2016

	OBJECTIVE	Planned Completion Date	Fiscal Impact	Primary Responsibility	Status
1	Work with new committees established by BOD to review/create ROB and MOP's				Awaiting BOD action to establish Developing Economies, Residential Building. Development Committee Established.
2	Develop a method to inform ASHRAE membership and groups about ROB changes				Internal to SRC - Staff
3	Review ROB to include changes to organization Directors roles to reduce number of waivers and provide flexibility to President-Elect.				Work with Bjarne Olesen, Tim Wentz and David Underwood
4	Review status of IAQA to determine if we need to incorporate any ROB changes				Work with Excom/legal
5	Verify background check being used by Nominating and incorporate into ROB if required. Be sure legal has reviewed.				Work with Nominating
6	Review PEAC ROB and MOP due to organizational changes				Work with PEAC and Tim Wentz
7	Finance is considering membership classes and dues schedule changes.				Work with Finance and Dan Pettway or chair.
8	Review Strategic Plan and Tool Kit to vette for any affect on ROB.				Work with Councils
9					
10					