

Minutes
 RP
Committee
 Winter Meeting – Vegas
 January 28, 2017

Members Present:	Guests:
Darcy Carbone, Chair	Dean Borges
Rhamy Morrison, Vice Chair	Daniel Carington
Derek Crowe, Vice Chair	Jim Fields
Scott Martin, Vice Chair	John Harrod
Tiffany Abruzzo, Consultant	Kathi Newton
Andy Manos, RVC Region I	John Rieke, RMCR Region VI
Anthony Jonkov, RVC Region II	Dan Rogers, DRC Region XII
Jaideep Karnik, RVC Region III	Natasha Skea
Matt Rowe, RVC Region IV	Keith Yelton, DRC Region XI
Jack Kibort, RVC Region V	Jack Zarour, RMCR Region X
Glenda Ama, RVC Region VI	Rick Zbin
Scott Peach, RVC Region VII	
Mike Donovan, RVC Region VIII	
Zberri Alvi, RVC Region X	Staff:
Ruth Armstrong, RVC Region XI	Patricia Adelman, Manager
Jason Hardman, RVC Region XII	Megan Gotzmer, Assistant Manager
Ching Loon Ong, RVC Region XIII	Meredith Gunter, Assistant
Mahmoud Fouad, RVC Region at Large (RAL)	
Dennis Knight, Board Ex-Officio	
Darryl Boyce, President ASHRAE Research Canada	

I. Call to Order / Roll Call

The RP Committee meeting was called to order at 7:30 AM.

A. Review Roster Information

Carbone gave updated information for the Roster.

B. Introduction of Visitors

Carbone asked all visitors to introduce themselves.

Fields thanked the committee for working with endowments, scholarships, and other funds. It really has boosted ASHRAE and their reserves. He told the RP Committee they are the engine that makes everything run.

II. Review of the Agenda

Adelmann handed out updated attachments to the Agenda and explained what all was included: her Manager's Reports, handouts for agenda items marked with an H, and current regional results.

III. 2016-17 MBO Update

Carbone announced Centralized Training numbers were down, but that is attributed to the joint Region XIII and RAL CRC and the low attendance from chairs in RAL. Fouad asked if RAL's Full Circle deadline could be extended to the Winter Meeting because many chapters will bring cash with them to the meeting.

IV. Approval of Minutes (6/15)

Karnik moved and Peach seconded that

1) The minutes from the Annual Meeting in St. Louis be approved.

Vote 15:0:0 CNV

MOTION PASSED

V. Representative Remarks

A. Coordinating Officer

Not Present.

B. BOD Ex-Officio

Knight told the Committee they should be proud because RP is the fuel in the engine that makes everything run. He explained as the Board Ex-O he has an obligation to give information from the Board and to take concerns from the Committee to the Board on their behalf. Knight gave a few statistics on how well this meeting is going and mentioned ASHRAE focus is being a global Society.

C. ARC President

Boyce mentioned that in addition to being the President of ARC, he is also a member of the Development Committee. He announced the Development Committee is looking for ways to expend through a Capital Campaign.

VI. Review Action Items

All endowments under \$3,000 that are passed the 3 years and not grandfathered in should be fulfilled by June 30th.

Instead of Chapters knowing their RP Chairs by November, they should encourage having co-RP Chairs. After some discussion about adding co-RP Chairs to the PAOE worksheet, Adelman took an action item to hold a webinar in the Spring for co-RP Chairs.

AI(1)

When asked if PAOE points could be given to Chapters that attend the webinar, Adelman said it is not encouraged to give points for webinar attendance.

VII. Council Actions and RP Motions

None.

VIII. ExCom Report

i. Highlights & Recommended Actions

Adelman announced that Staff took an action item from ExCom to create a flier about Scholarships to drive the message home that Chapters should not put more than half of their funds raised towards Scholarships in an effort to keep the funds balanced with the fund needs. After some discussion, Carbone asked Staff to send the flier about Scholarships to RVCs for approval.

AI(2)

Carbone presented a Gifts of Foreign Currency policy to the committee. After a brief discussion about why the clarification was needed,

Crowe moved and Fouad seconded that

2) The RP Committee accepts the proposed "Gifts of Foreign Currency" portion of the proposed ASHRAE Gift Acceptance Policies and Procedures.

Vote 15:0:0 CNV

MOTION PASSED

ii. Collins Award announcement

ExCom received excellent nominations and thanked the RVCs that submitted a name for their hard work in writing the nominations. After much discussion, Patrick Huang from the Hong Kong Chapter was selected as the 2015-16 Collins Award winner.

IX. Primary Business

A. Chapter and Regional Reports

Region I – Manos mentioned that Central New York was behind due to a scholarship from last year, which is affecting the entire region. However, Gray Metal’s Golden Circle donation was moved to the beginning of the campaign so that has helped offset the deficit. 6 chapters attended Centralized Training, but only three attended the CRC.

Region II – Jonkov reported the Region is doing well and every Chapter is on track to exceed goal.

Region III – Karnik reported Lehigh Valley is historically a problem. He was pleased to report that Pittsburgh rebounded nicely after the RP Chair quit. And, Johnstown has already met goal.

Region IV – Rowe reported all chapters in his Region made Full Circle and he is getting a good response from everyone. He mentioned needing to focus in on Atlanta. Rowe also mentioned that Southern Piedmont did not pay the golf course for the tournament last year, meaning they gave \$3,000 extra dollars to RP and needs to take that out of this year’s profit.

Rowe moved and Armstrong seconded that

3) The Southern Piedmont High Five Goal should be lowered \$3,000 to bring it down to \$34,000 due to an overpayment last year.

Vote 15:0:0 CNV

MOTION PASSED

Region V – Kibort reported the Region had 9 out of 12 chapters complete Full Circle.

Region VI – Ama reported her Region is doing well and most of the chapters wait until the last minute to bring in money. All of the chapters were very engaged at the beginning of the year.

Region VII – Peach reported that his Region has 6 chapters that do a stellar job. The other chapters that do not typically perform are already ahead of where they were this time last year.

Region VIII – Donovan reported the goals are large this year and it will require some extra pushing. He is slightly worried about Northeastern Oklahoma, Central Oklahoma, and Austin.

Region IX – No report given as Farrish was not present.

Region X – Alvi reported all the chapters are doing better than they were this time last year as it seems they are more motivated now.

Region XI – Armstrong reported the chapters are doing better than this time last year. Puget Sound is struggling, but they may become a section soon.

Region XII – Hardman reported the Region as a whole is ahead, but some chapters are behind. Central Florida is behind due to the great response to the sustainability project last year. Adelman asked for him to reach out to LGE and USGBC to see if they can remain Golden or Platinum Circle donors.

Region XIII – Ong reported their Region is doing better than this time last year. He reminded the committee they have three young chapters that will hopefully become more active.

Region At Large – Fouad reported the region is having problems with the contributions from the three sub-regions and he thinks it would be helpful to have RVCs for the sub-regions. He is hopeful the rest of the region will stay on track.

B. Manager's Report

Adelman mentioned the campaign is down slightly, but encouraged the RVCs to spend time following up with their chapters.

Adelman explained it was recently discovered that the “R” in RP was still used as both Research and Resource so the Committee needs to decide what the official name will be. After some debate on whether Research or Resource fits better, Fields reminded the committee it is only a ROB change and the committee can still brand themselves how they see fit.

Peach asked Staff to consider using “Research and Educational Resource Development” in promotional items.

AI(3)

Peach moved and Karnik seconded that

- 4) The official name of the Committee be changed from either Research or Resource Promotion to simply the RP Committee.**

Vote 15:0:0 CNV

MOTION PASSED

Adelmann told the Committee that it was time to select a new industry pioneer for the “Giants in HVAC&R” coin. She presented three possible pioneers: John Gorrie, James Harrison, and Jacob Perkins.

Manos moved and Fouad seconded that

- 5) Jacob Perkins will be recognized on the 2016-17 RP Campaign “Giant in HVAC&R” coin, followed by John Gorrie and James Harrison.**

Vote 15:0:0 CNV

MOTION PASSED

Lastly, Adelmann asked for ideas for the Donor Steward Postcards that are sent out 3-4 times a year. The ideas given included: office space, hospitals/sick children and indoor air quality, reducing carbon footprint, recovering water (water recycling), sustainability, and a theme of “Advancing the Science of...”

C. 2017-18 PAOE Suggestions

Carbone reviewed the PAOE worksheet for 2017-18. Several changes were suggested.

Armstrong moved and Karnik seconded that

- 6) The following changes be made to the PAOE Spreadsheet:**

- 1. Remove the 500 points or any new Golden Circle level or higher investment acquired specifically from manufacturing companies of HVAC&R equipment.**
- 2. Change the Donor Recognition Deadline from October 31st to October 15th**
- 3. Change the Scholarship Goal Deadline from October 31st to November 15th to align with Full Circle**
- 4. Change the Volunteer Committee Deadline from October 31st to October 15th**

Vote 15:0:0 CNV

MOTION PASSED

RP Staff will make the above changes to the PAOE Criteria.

(A14)

D. 2017-18 Centralized Training Schedule

Adelmann announced the three Centralized Training dates and times as follows:

July 21-22 – Houston, TX
September 8-9 – Chicago, IL
September 15-16 – Chicago, IL

She asked each region which Training they would like to attend and the final assignments were:

July 21-22 – VIII, IX, X, XII
September 8-9 – I, V, VI, XI
September 15-16 – II, III, IV, VII

X. New Business

A. RVC Talking Points

No comments, questions, or concerns were given by the RVCs.

XI. Wrap-Up

A. President's Luncheon RVC Assignments

Adelmann asked for RVCs to volunteer to join RP at the reserved tables at the President's Lunch on Monday. After a show of hands, information was given on when to show up and what needed to be done at lunch. Those committed are all of ExCom, Karnik, Rowe, Armstrong, and Hardman.

B. Next meeting date – Long Beach – June 24th

Adelmann reminded the Committee that ExCom will meet from 9 AM – 12 Noon on Friday the 23rd and then RVCs will have training from 1:30 – 4 PM. There will be a Friday Night Dinner, location to be determined. Additionally, the main committee meeting will be from 7:30 AM – 1 PM on the 24th.

The meeting was adjourned at 12:18 PM.

Motions

RP

Committee

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January 28, 2017

<u>No. – Pg.</u>	<u>Motion</u>
1 – 2	that the minutes from the Annual Meeting in St. Louis be approved
2 – 3	that the RP Committee accepts the proposed “Gifts of Foreign Currency” portion of the proposed ASHRAE Gift Acceptance Policies and Procedures.
3 – 4	the Southern Piedmont High Five Goal should be lowered \$3,000 to bring it down to \$34,000 due to an overpayment last year.
4 – 5	that the official name of the Committee be changed from either Research or Resource Promotion to simply the RP Committee.
5 – 6	that Jacob Perkins will be recognized on the 2016-17 RP Campaign “Giant in HVAC&R” coin, followed by John Gorrie and James Harrison.
6 – 6	that the following changes be made to the PAOE Spreadsheet: <ol style="list-style-type: none">1. Remove the 500 points or any new Golden Circle level or higher investment acquired specifically from manufacturing companies of HVAC&R equipment.2. Change the Donor Recognition Deadline from October 31st to October 15th3. Change the Scholarship Goal Deadline from October 31st to November 15th to align with Full Circle4. Change the Volunteer Committee Deadline from October 31st to October 15th

Acton Items

RP

Committee

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<u>No. Pg.</u>	<u>Responsibility</u>	<u>Action Item</u>	<u>Status</u>
3	Staff	The Committee asked Adelman to hold a webinar in the Spring for Co-RP Chairs.	
3	Staff	Carbone asked Staff to send a flier about Scholarships to RVCs for approval.	
5	Staff	Peach asked Staff to consider using "Research and Educational Resource Development" in promotional items.	
6	Staff	RP Staff will make the proper changes to PAOE (see 9C).	