



## Board of Directors

### Open Session

December 6, 2022

8:00 AM – 12:00 PM ET (UTC-05:00)

1. **CALL TO ORDER** - Mehboob

2. **CODE OF ETHICS** - Mehboob

*In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest.*

(Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)

(Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>)

3. **ROLL CALL/INTRODUCTIONS** - Mehboob

4. **REVIEW OF MEETING AGENDA** - Mehboob

5.\* **SY2023-24 DUES** - Knight

6. **EXECUTIVE SESSION** (Separate Agenda)

7.\* **PROPOSED FAST-TRACKED IEQ RESPIRATORY PATHOGEN STANDARD** - Mehboob

8. **NEW BUSINESS**

A.

9. **OLD BUSINESS**

A.

10. **UPCOMING MEETINGS**

***DEI Book Club Part 3***

December 14, 2023 | 11:00am – 12:30pm ET (UTC-05:00)

***2023 ASHRAE Winter Conference*** | Atlanta, GA

February 5, 2023 | 1:30 – 5:30pm ET (UTC-05:00)

February 8, 2023 | 2:00 – 6:00pm ET (UTC-05:00)

11. **ADJOURNMENT**

**REPORT TO BOARD OF DIRECTORS  
From Finance Committee  
December 6, 2022**

**Recommendation for Board approval:**

**Motion:**

Finance Committee recommends to the Board of Directors ("BOD") a proposed dues increase in Society Year 2023-2024 to \$260 for Full Members and includes all other membership dues grades that are calculated based on a percentage of Full Member dues, except Developing Economy Member dues will not increase and will remain at \$155. Refer to Attachment A which outlines the recommended Fiscal Year 2023-2024 dues by membership grade.

**Background:**

- A. The revised dues formula includes the use of a combination of indices including the Producer Price Index, Employment Cost Index and actual staffing cost increases/decreases and rounds the number up to the closest 5 or 0. Finance Committee also reviews the Consumer Price Index as part of determining the next Society Year's dues.
- B. There were concerns expressed at the BOD Meeting in Istanbul on October 13<sup>th</sup>, 2022, generated by several motions coming out of the Region At Large CRC to reduce membership dues for Developing Economy ("DE") countries and also addressing concerns about the large increase in actual dues cost to members in countries where the exchange rate between the local currency and the U.S. dollar over the past 12 months has increased the effective dues cost considerably, Finance Planning Subcommittee met and voted to freeze DE membership dues for FY23-24 to allow time for Finance Committee to further analyze and discuss this issue.
- C. To fully vet the concerns mentioned above, Finance Committee will update the analyses originally completed and presented at the 2020 Winter Meeting to support the current dues structure and amounts and perform a more detailed analysis of the various factors impacting Membership Dues cost to members outside of the U.S. and will report the findings. A possible motion may be developed and presented to the BOD before the 2023 Annual Meeting.
- D. The BOD still has the prerogative to make individual adjustments in dues for any membership grade at any time as they may desire based on conditions that exist at the time of consideration. (Motion passed 4-2-0, CNV).

Fiscal Impact: It is expected that this will have approximately \$300,000 positive impact on membership dues revenue in FY23-24.

11-29-22

\_\_\_\_\_  
Date



\_\_\_\_\_  
Dennis Knight, Chair

## Membership Dues

	FY 2022-23 (Current)		FY 2023-24 (Calculated)	
<b><u>Full/Associate/Fellow Grade</u></b>				
Regular	\$ 240	\$	260	
Developing Economy	\$ 155	\$	155	Frozen for FY23-24 (Not Calculated)
<b><u>Affiliate Grade</u></b>				
<b>Regular</b>				
Year 1	\$ 60	\$	65	25.0% of Full Member Dues
Year 2	\$ 90	\$	100	37.5% of Full Member Dues
Year 3	\$ 120	\$	130	50.0% of Full Member Dues
<b>Developing Economy</b>				
Year 1	\$ 40	\$	40	25.0% of Dev. Eco. Member Dues
Year 2	\$ 60	\$	60	37.5% of Dev. Eco. Member Dues
Year 3	\$ 80	\$	80	50.0% of Dev. Eco. Member Dues
<b><u>Student Grade</u></b>				
Regular	\$ 25	\$	25	10.0% of Full Member Dues
Developing Economy	\$ 15	\$	15	50.0% of Student Member Dues
<b><u>Student Transfer Program (SmartStart)</u></b>				
<b>Regular</b>				
Year 1	\$ 25	\$	25	100.0% of Student Member Dues
Year 2	\$ 90	\$	100	37.5% of Full Member Dues
Year 3	\$ 120	\$	130	50.0% of Full Member Dues
<b>Developing Economy</b>				
Year 1	\$ 15	\$	15	100.0% of DE Student Grade Member Dues
Year 2	\$ 60	\$	60	37.5% of Dev. Eco. Member Dues
Year 3	\$ 80	\$	80	50.0% of Dev. Eco. Member Dues
<b><u>Retired</u></b>				
Regular	\$ 35	\$	40	15.0% of Full Member Dues
Developing Economy	\$ 20	\$	20	50.0% of Retired Member Dues
Life	\$ -			

**\*\*Rounded up/down to closest 0 or 5**



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Farooq Mehboob  
2022-2023 ASHRAE President

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November 18, 2022

Dr. Ashish Jha  
White House Covid Response Coordinator  
The White House  
1600 Pennsylvania Avenue NW  
Washington, DC 20500

Dr. Jha:

Thank you for meeting with the ASHRAE team to discuss the critical issue of indoor air quality standards and their effectiveness for mitigating risk from respiratory pathogens. I appreciate your recognition of ASHRAE as an expert in indoor air quality, and as a long-established standards development organization.

We appreciate the Administration releasing a National COVID-19 Preparedness Plan this year that addresses the importance of indoor air quality so that people can live and work safely indoors. The Administration's *Clean Air in Buildings Challenge* further emphasizes the importance of buildings and we are pleased that ASHRAE's resources are referenced to support these initiatives.

Your observation that mitigating risk from respiratory pathogens is not only dependent on vaccines, but that Indoor Air Quality (IAQ) has a critical role to play resonates with us. Importantly, your concern that the nation lacks an IAQ standard that addresses respiratory pathogens is one we share.

As the leader in standards development for building systems, ASHRAE is committed to developing a comprehensive, consensus-based, code enforceable National Indoor Air Quality Standard that would address mitigating risk from respiratory pathogens. With public health at stake, ASHRAE is prioritizing development of this standard and will deliver the standard within **six months**. An outline of the standard is enclosed for your reference. We will review this plan with the ASHRAE Board of Directors on December 6<sup>th</sup>.

As a consensus-based standard, we welcome input from all stakeholders, and appreciate feedback and involvement from technical experts within the Federal Government. Thank you for your leadership, and we look forward to working in support of the Administration's commitment to protect the health of building occupants and reduce the risk of viral spread.

Sincerely,

Farooq Mehboob  
2022-2023 ASHRAE President

Enclosure



# Developing a National Indoor Air Quality Standard to Mitigate the Risk from Respiratory Pathogens

November 18, 2022

## Scope

Delivery of a comprehensive, consensus-based, code enforceable National Indoor Air Quality Standard to Mitigate the Risk from Respiratory Pathogens. The standard will include:

- Both design and operation;
- Alternative paths (prescriptive or performance), in which equivalent clean air would be the goal; and
- Testing, verification, documentation (commissioning) and periodic re-commissioning.

## Methodology

ASHRAE will set up a balanced team of internationally recognized experts to work on an accelerated timeline to develop the standard.

ASHRAE will develop a detailed title, purpose, and scope of the standard.

ASHRAE will seek input from a variety of stakeholders, including those with expertise from the federal government such as the White House Covid Response Team, the White House Office of Science and Technology Policy, Centers for Disease Control and Prevention, U.S. Environmental Protection Agency, National Institute of Standards and Technology, and the National Laboratories.

## Timeline

The overall timeline for delivery of the IAQ standard is estimated to be **6 months** from the date of commencement, with an aggressive push to deliver by March 31. The following is a high-level breakdown of key deliverables:

- Detailed title, purpose, and scope: 15 days.
- Draft standard for peer review: within 90 days.
- Peer review period: 14 days
- Address peer review comments and submit for final publication: 45 days.

## Incorporation of Pathogen Mitigation into ANSI Standards 62.1 and 62.2

In coordination with the pathogen mitigation standard development effort, ASHRAE will work to incorporate similar provisions into existing ASHRAE IAQ standards.

## Options Post Development

ASHRAE could develop additional resources supplemental to the IAQ standard:

- Education and Training
- Design Application Guidance
- Operations and Maintenance Resources
- Other Resources