



## **DELEGATE & ALTERNATE CRC PACKET**

### **REGION VI - SPRING 2021**

Listed below is important bulleted information that you should know for your upcoming CRC.

#### **Chapters Regional Committee Meeting:**

There are four parts to the Chapters Regional Committee Meeting held in conjunction with the CRC: the Orientation Session, the Caucus, the Business Session and the Executive Session.\* As a delegate or alternate, you will be involved in all four of these sessions. (See Instructions to Delegate & Alternate for more details)

*\*Executive session information for the caucus will be sent to the Regional Nominating Member and Alternate by the Board Services team. If you have any questions about the Nominating process or the executive session packet please contact Candace DeV Vaughn ([CDeVaughn@ashrae.org](mailto:CDeVaughn@ashrae.org)) or Chandrias Jacobs ([CJacobs@ashrae.org](mailto:CJacobs@ashrae.org)).*

#### **Honors and Awards – ([www.ashrae.org/honors](http://www.ashrae.org/honors)):**

- Please use the website for the most up-to-date information, current nomination forms and guidelines for all Society level, Regional and Chapter awards.
- Individuals recommended for Society Officers, Directors-at-Large, Society committees, and Society Honors and Awards must have a current ASHRAE Biographical Record on file. **Please contact your DRC for instructions to download biographical records.**

#### **Manual for Chapter Operations (MCO) ([www.ashrae.org/society-groups/chapters](http://www.ashrae.org/society-groups/chapters)):**

- The MCO and other relative chapter information can be found on the ASHRAE website.

The following items are included for your use during the CRC meeting:

- Copy of minutes from the 2020 meeting
- List of Delegates & Alternates
- List of Regional Officers
- Instructions to Delegates and Alternates
- Instructions for CRC Summary Report
- ASHRAE 2020-21 CRC Summary Report
- Guidelines for Motions
- Honors and Awards listing
- List of ASHRAE Standing Committees
- Job Descriptions for the DRC & RMCR Positions

Thank you for your continued support of ASHRAE activities and have a wonderful, fun and successful CRC!



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

**AGENDA**  
**2020 ASHRAE CRC Region VI Business Sessions**  
**Virtual Meeting Minutes**  
**October 30<sup>th</sup> 1:00pm and 31st 9:00am, 2020**

October 30<sup>th</sup>, 2020  
 1:00 PM

Business Meeting #1 Call to Order: (Hermans)  
 Introduction of Secretary (Hermans) 50 John Goorsky  
 Code of Ethics: (Sturm)

**(1:01 PM) ASHRAE CODE OF ETHICS COMMITMENT**

“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 we shall avoid all real or perceived conflicts of interest.”

[\(ASHRAE Code of Ethics Commitment | Code of Ethics | Core Values\)](#)

**Roll Call & Introduction of Delegates and Alternates**

0	Chapter	Position	Name	Present 10/30/20	Present 10/31/20
48	Wisconsin	Delegate	Nick Malahy 1	<b>Present</b>	<b>Present</b>
48		Alternate	Kathleen Ellis	<b>No</b>	<b>Present</b>
49	Illinois	Delegate	Fiona McCarthy 1 2	<b>Present</b>	<b>Present</b>
49		Alternate	Patrick Krause 2	<b>Present</b>	<b>Present</b>
50	Central Illinois	Delegate	Dave Evers 1 2	<b>Present</b>	<b>Present</b>
50		Alternate	Jamie Moehling	<b>Present</b>	<b>No</b>
51	Iowa	Delegate	David Poetting 1	<b>Present</b>	<b>No</b>
51		Alternate	Adam Puls 2	<b>No</b>	<b>Present</b>
52	Minnesota	Delegate	Eric Johansen 1 2	<b>Present</b>	<b>Present</b>
52		Alternate	Aaron Stotko 2	<b>Present</b>	<b>Present</b>
54	St. Louis	Delegate	Gwenn Ivester 1 2	<b>Present</b>	<b>Present</b>
54		Alternate	Erin Black 2	<b>No</b>	<b>No</b>
54		Presenter	Jeff Henderson	<b>No</b>	<b>Present</b>
95	Madison	Delegate	Jason Boatman 2	<b>Present</b>	<b>No</b>
95		Alternate	Ron Wroblewski 2	<b>Present</b>	<b>Present</b>
107	NE Wisconsin	Delegate	Jacob Warden 1	<b>No</b>	<b>No</b>
107		Alternate	Andrew Heeter	<b>No</b>	<b>No</b>
115	La Crosse Area	Delegate	Jake Beran 2	<b>Present</b>	<b>Present</b>
115		Alternate	Michelle Wang 2	<b>Present</b>	<b>Present</b>
123	Mississippi Valley	Delegate	Joe Kern 1	<b>Present</b>	<b>Present</b>
123		Alternate	James Gardner	<b>Present</b>	<b>Present</b>
159	Cedar Valley	Delegate	Matthew Hein 1	<b>No</b>	<b>No</b>

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

159		Alternate	Logan Smith	Present	No
-----	--	-----------	-------------	---------	----

(1 = Attended 2019 CRC; 2 = Attended 2020 Orientation)

(1:08 PM) Introduction of CRC General Chair(s) and Committee Chairs

- **Ashleigh Brown, Jamie Moehling, Luke Knapp, John Fleming, John Goorsky, Rob Temple, Monica Whetstone, Mark Bell, Teresa Hargrove**

Introduction of Regional Officers, Society Officers & Guests

- **Eric Sturn, Stephen Kujak, John Lickie, Liz Zakelj, Brian Ingerthon, Jane Opoien, Maggie Moniski, Haley Gozlinga, Mallory Schaus, Dan Segety, Matt Jensen**
- **Chuck Gulledge – President; Mark Miller – Region 6 Nominating; Mick Schwedler – President-Elect; Kim Mitchell – Chief Development Officer**

Review of Agenda: (Hermans)

- **Resolutions committee report to be removed. This will happen at the awards banquet.**
- **RVC report to take place morning of Business Session #2**

Motion & Approval of Agenda

Approval of CRC 2019 Minutes

- **Haley Gozlinga motions to change LaCrosse CRC Delegate from Kristin Sullivan to Haley Gozlinga**
- **Joe Kirn motions to change Mississippi Valley CRC Alternate to himself**
- **Eric Johanson motions to change Minnesota CRC Alternate to himself**

(1:21 PM) Reminders: (Hermans)

- Dress Code – Business Casual or Halloween Costume
- Turn off cell phones and any other distraction- \$10 fines to RP if any disturbance
  - **Haley Gozlinga to monitor**
- UPDATE CIQ's for 2021-2022 Year with Atlanta before March 1<sup>st</sup>
  - **CIQ can be found on society webpage**
  - **Mark Miller to assist with CIQ to those who need it**
  - **Add history displays**
- Schedule DRC and RVC Visits in Advance

(1:27 PM) Appointments: (Hermans)

- Parliamentarian 50 Dave Evers
- Resolution Committee (3) 50 Jamie Moehling; 51 Adam Puls; 54 Erin Black (with assistance from Mallory Schaus); **Gwenn Ivester**
- Regional Fund Audit Committee (3) 49 Fiona Martin McCarthy; 95 Ron Wroblewski; 52 Aaron Stotko

Review of the CRC Schedule: (Brown/Moehling)

- **Ashleigh to add wrap-up report**

Preliminary reading of motions: (Delegates in Report Order)

- **Johanson – Revisions to manual of procedures**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **McCarthy – Alter dues associated with chapter**  
Society Executive Report: (Society Officer) [Mick Schwedler]
- **Review of 2020 Region VI VIRTUAL FALL conference**
- **How this changes how we get to know one and another**

**Chapter Reports** – 10 minutes each (Delegates in CRC order)

- **Iowa – Mr. David Poetting – Start time: 1:54 PM**
  - **Highlights – First virtual meetings in March + April, diverse participation of membership**
    - (6) Tech Presentations
    - (2) Panels
    - (2) Tours
    - Social Events
    - In-person & virtual
  - **Success stories**
    - Two meeting were cancelled due to COVID, team was able to scrap together a virtual meeting within one week
    - First ever panel of building operators with great attendance and engagement
    - Extremely engaged BOG – (29) Members
  - **Lessons Learned**
    - Virtual meetings can be effective, lock in your DLs early, have a contingency plan for chapter meetings
  - **Finances overview – YTD reported operational fund balance around \$48,742.00**
  - **Chapter Program Activities – average attendance was (45)**
  - **Chapter Technology Transfer**
    - (1) Refrigeration event, (2) DL Presentations, 5/8 meetings included socials, (0) tech award submissions
  - **Membership Promotion**
    - Two MP-themed chapter meetings which increased membership by 5% and chapter meeting attendance from (41) to (45)
  - **Student Activities**
    - Student night at Iowa State
    - \$1,500 provided for winter meeting expenses, (3) \$1,000 scholarships awarded
    - Attended ISU ME202 classes in Spring/Fall & (3) student chapter meetings
  - **Research Promotion**
    - (2) RP-Themed chapter meetings
      - Fall golf outing
      - Spring golf outing
  - **Government Affairs**
    - Day on the hill, AIA legislative round table, senator Grassley outreach
  - **YEA**
    - September rivalry week tailgate, December ugly sweater party & bingo, trivia night
    - 85 YEA members, 10-15 at each meeting
  - **Chapter History**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

---

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Communications**
  - **Social media use**
- **Conclude 2:09 PM**
  
- **Wisconsin – Mr. Nick Malahy – Start time 2:10 PM**
  - **Highlights**
    - **CRC Welcome Party, Golf Outing**
  - **Success Stories**
    - **Presidential visit scheduled for February 9<sup>th</sup>, 2021**
    - **Shifted to all virtual meetings**
  - **Lessons learned**
    - **Keep pipeline of next leaders full**
    - **Be open to new ideas and creativity**
  - **Finances – Operational fund balance is \$28,592**
  - **Chapter Program Activities**
    - **(2) DL visits, golf outing, joint meeting with Madison**
  - **Chapter Technology Transfer**
    - **(4) DLs – Doug Reindl, Mick Schwedler, Thomas Lawrence, Erich Binder**
  - **Membership Promotion**
    - **Free attendance, \$25 gift card randomly assigned for attending virtual meeting**
  - **Student Activities**
    - **Career day, partnered with the ACE Mentor Program**
  - **Research Promotion**
    - **Golf outing – lost a lot of sponsors**
    - **Madison vs. Milwaukee Spring Golf Outing?**
  - **Government Affairs**
    - **Victor Nino joined team early 2020**
    - **Attended day on the hill with other chapters**
    - **Hosted a chapter meeting in October – “Helping Legislators and Government Officials Discuss Guidelines to Reopen Schools”**
  - **YEA**
    - **January social at brewery, October social outdoors**
    - **67 members**
  - **Chapter History – Display for CRC**
  - **Communications**
    - **Linkedin page, monthly emails**
- **Conclude 2:21 PM**
  
- **Central Illinois – Mr. Dave Evers – Start time 2:22 PM**
  - **Highlights – Hosting CRC 2020 and planning for it twice**
  - **Success Stories**
    - **CRC 2020, technical programs, H&A nominations, new YEA members taking over committee chairs**
  - **Lessons Learned**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

---

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Perseverance and flexibility, YEA is crucial, doing more for recognizing volunteers**
- **Finances – operational fund balance \$8,254**
- **Chapter Program Activities**
  - (7) Events including golf outing, monthly meetings
  - RVC visit from Jane for student meetings in February
- **Chapter Technology Chair**
  - Wide variety of presentation topics for each meeting
  - Joint meeting with UIUC and Bradley student chapters to tour and review a campus building
- **Membership Promotion**
  - 4 grade advancements
  - Membership declining ~3% annually since 2017
- **Student Activities**
  - Student meetings in March to tour campus buildings
  - \$2,500 in scholarships awarded
- **Research Promotion**
  - RP chair relocated out of region mid year and were more focuses on CRC planning
- **Government Affairs**
  - Letters to governor promoting engineering week, collaborating with Illinois chapter for future day on the hill activities
- **YEA**
- **Chapter History – history display for CRC**
- **Communications**
  - Emails to members to promote meetings
- **Conclude 2:32 PM**
- **NE Wisconsin – Not Present**
- **Minnesota – Mr. Eric Johansen – Start time 2:33 PM**
  - **Success Stories**
    - Energy expo and refrigeration seminar
    - Complement ½ day seminars with tours
    - Leveraged ASHRAE DLs
    - GAC Day on the Hill
  - **Lessons Learned**
    - Switching to virtual takes work but eliminates lots of costs
    - Committee chair recruitment and succession planning doesn't stop in a pandemic
    - Volunteers to establish a much wanted chapter technology awards tradition should move up in priority
  - **Finances – operational fund balance \$69,085**
  - **Chapter Program Activities**
    - Refrigerant update with Stephen Kujak (DL)
    - Annual Rochester Golf outing
  - **Chapter Technology Transfer**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- Refrigeration events – refrigeration seminar (4 hours including Kujak), thermal battery presentation at expo, Rochester Event (Kujak and the refrigerants)
- (2) DLs (Susanna and Steve)
- Membership Promotion – second year chair, succession plan needed
- Student Activities
  - Minnesota State Univ. branch blossoming
  - ASHRAE MN/MNSU Partnership for HVAC Certification Program
  - Incorporated Scholarship Program under SA Committee to provide consistent school representation
- Research Promotion
  - New corporate donors, more individual donors than last year, lost MP chair mid year
- Government affairs
  - Joint happy hour with American Society of Adaptation Professionals, ULI, ASHRAE, and MS's Resilience Collaboration
  - Day on the hill – met with (8) elected representatives and the office staff of Senator Tina Smith
  - Meeting with Kim Havey, Director of Sustainability, City of Minneapolis
- YEA
  - Bauhaus Brewery Social, Allianz Field Tour, Up Down Minneapolis Happy Hour
- Chapter History – 2019 history display for CRC
  - No elected chair
- Communications
  - Electronic newsletters and event email reminders
  - Delivered the roster electronically with an option for a paper copy
- Conclude 2:52 PM
  
- La Crosse Area – Mr. Jake Beran – Start time 2:53 PM
  - Highlights
    - Successful growth of the 5<sup>th</sup> year of engineers week
    - Joint Society meetings with AIA, IEEE, ASME
    - Fully funded their Lee Burgett Memorial Scholarship Endowment
  - Success Stories
    - 250 area 8<sup>th</sup>-graders attended engineers week
    - GAC growth
    - Development in refrigeration, sustainability, and women in ASHRAE Committees
  - Lessons learned
    - Recruiting volunteers and companies, diversify meetings
  - Finances – Operation fund balance - \$18,677
  - Chapter Program Activities
    - Average meeting attendance was 27
    - September meeting on methods and cooling loads encountered in the production of ice cream
    - October Mississippi River National Wildlife and Fish Refuge Visitor Center
  - Chapter Technology Transfer

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

---

A N I N T E R N A T I O N A L O R G A N I Z A T I O N





180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Refrigeration events**
  - **Variable Speed Scroll Technology applied in both Modular and Packaged applications**
  - **Future of Refrigerants – Stephen Kujak**
- **(2) Distinguished Lecturers – Sept. and Mar.**
- **(1) Social Event**
- **Membership Promotion**
  - **Highlight professional development opportunities in newsletters and chapter meetings**
- **Student Activities**
  - **National Engineers Week**
  - **Western Technical College Branch, Viterbo**
- **Research Promotion**
  - **No events due to COVID. Still has been successful**
- **Government Affairs**
  - **Connection with the city of La Crosse Planning and Development Department**
  - **Participation in Wisconsin ASHRAE Day on the Hill**
- **YEA – (24) Members, (2) social events**
- **Chapter History**
  - **January Presentation – “The History of Trane’s TRACE Program”**
  - **Paper was published in ASHRAE Transactions**
  - **Presentation at Orlando Conference**
- **Communications**
  - **Mitigation from google drive to basecamp**
  - **Little social media involvement**
- **Conclude 3:06 PM**
- **Cedar Valley – Mr. Logan Smith – Start time 3:07 PM**
  - **Highlights – golf competition, satellite meeting locations, online RSVPs, co-hosted events**
  - **Success Stories**
    - **More Diverse attendance (age, industry)**
    - **Better delegation to chair positions**
    - **Better financials – lower spending**
    - **Used a professional golf sponsor for Golf Outing**
  - **Lessons Learned**
    - **Remote meetings are more convenient but less engaging**
    - **Focusing on “Why ASHRAE” to encourage younger members – need to promote younger members into chair rolls**
    - **Moving to online platforms was a challenge**
  - **Finances – Operation fund balance is \$39,373**
  - **Chapter Program Activities – average attendance = 19**
    - **Fall golf outing, curling**
  - **Chapter Technology Transfer**
    - **The Future of Refrigerants – Stephen Kujak (DL)**
    - **Diverse topics**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*





180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Membership Promotion - COVID**
- **Student Activities – (2) scholarships awarded to UI ME students**
- **Research Promotion**
  - **Golf Outing – met goal**
- **Government Affairs**
  - **IECC 2018 (ASHRAE 90.1-2016) Training by Cedar Falls Utilities as state of Iowa moves to new code.**
  - **Periodic conversations with Senator Giddens**
- **YEA – (22) Members**
  - **Lunch + Peer study event**
    - **6-10 attended, interest in establishing periodic event**
- **Chapter History**
- **Communications**
  - **RSVP for meetings, GoToMeeting to allow satellite meetings, continued conference call board meetings**
  - **Electronic nominations for positions, electronic voting for positions**
- **Conclude 3:21 PM**
- **Mississippi Valley – Mr. Joe Kern – Start time 3:22 PM**
  - **Highlights**
    - **Winter Social (Rick Hermans Region VI DRC Visit)**
    - **(2) DL Presentations**
    - **Joint Meeting with SWE**
  - **Success Stories**
    - **Improved fundraising/sponsorships, cut costs for meetings, mixture of different groups attend meetings**
  - **Lessons Learned**
    - **Created roles/responsibilities sheet for cabinet position turnover**
    - **Book DLs ASAP**
    - **Finding consistent meeting time for officers/board considering diversity of group**
  - **Finances – chapter account balance \$12,069**
  - **Chapter Program Activities**
    - **Chilled Water Systems – Mick Schwedler (DL)**
    - **Refrigerant Safety – Doug Reindl (DL)**
    - **Winter Social – QC Storm hockey game**
  - **Chapter Technology Transfer**
    - **(2) DL Visits**
    - **QC Storm Social Event**
    - **Refrigeration event – Doug Reindl**
  - **Membership Promotion – average attendance in 30s**
  - **Student Activities**
    - **\$1,000 scholarship rewarded each year, postponed to fall and will award (2) at that time**
    - **Ambrose University is developing an engineering program**
    - **Looking into high school outreach this upcoming year**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

---

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Research promotion**
  - **Golf outing rescheduled due to COVID**
- **Government Affairs**
  - **Updated list of govt officials and energy codes in effect**
  - **Next year identify second committee member on Illinois side**
- **YEA – low number in chapter**
  - **First year in several with a YEA chair**
- **Chapter History**
  - **Sherm Sweeney has served for many years**
  - **Photos of each meeting and history updates**
- **Communications**
  - **Using mailchimp to send out newsletters and meeting invites**
  - **Eventbrite to collect fees and registrations for meeting head counts**
  - **Using student web guild from local college to maintain our chapter website**
- **Conclude 3:31 PM**
  
- **St. Louis – Mr. Jeff Henderson – Start time 3:46 PM**
  - **Chapter Program Activities**
    - **(5) DL visits**
    - **Fall lunch meetings/spring dinner meetings**
    - **HRATEC – Grow Room Design and Technologies**
  - **Finances – Operation fund balance \$44,344**
  - **Membership Promotion – average 80 members per meeting**
    - **62 new members, 22 new student members**
  - **Attendance and Reception**
    - **Reduced no-shows at meetings**
    - **600 registrants for all events including HRATEC**
  - **Chapter Technology Transfer**
    - **Technology Award Projects – Awarded virtually in September 2020**
      - **(4) Chapter winners**
    - **Annual meeting dedicated to refrigeration**
      - **February-R in ASHRAE-Refrigeration**
  - **Student Activities**
    - **(3) Student chapters – SIU-E, SIU-C, Missouri S&T**
    - **(11) Scholarships awarded - \$15,500 total**
    - **Spring golf tournament cancelled**
  - **YEA**
    - **Reduced due to COVID**
    - **Was popular beforehand, typically 20 people in attendance**
  - **Research Promotion**
    - **\$19,017 / \$27,000 Goal**
    - **Events canceled due to COVID**
  - **Government Affairs**



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Visit to Missouri State Capitol April 2018, City of St. Louis Advisory Committee participant, City STL Adopted New Building and Energy Codes**
- **Chapter History**
  - **Archives in offline storage, google drive for online storage**
- **Communications**
  - **Social media presence**
- **Special Chapter Activities**
  - **Prioritize DL visits**
  - **Partnerships with USGBC and Engineer's Club of St. Louis**
- **Success Stories**
  - **Engaged board, steady attendance, BOG Variety of roles, diverse programs, NEW Product directory, updated website**
- **Lessons Learned**
  - **Spend money to the benefit of members**
  - **Promote chair/board attendance to conf.**
  - **Identify chair/board members that need help**
  - **Reminders for due dates**
- **Conclude 4:02 PM**
  
- **Madison – Mr. Jason Boatman – Start time 4:05 PM**
  - **Highlights**
    - **Girl's Day Event at the Boys and Girls Club**
    - **Chapter meeting with local members serving on panel, describing their ASHRAE research locally**
  - **Success Stories**
    - **Pivot to virtual meetings, strong attendance from student chapters and YEA events**
  - **Lessons Learned**
    - **More committee members can lighten the load of the committee chair**
    - **Virtual events require additional communication, coordination, and creativity**
    - **More documentation for transitions**
  - **Finances – Operation fund balance \$3,701**
  - **Chapter Program Activities**
    - **(3) DL presentations**
    - **Average 47 attendance at meetings**
    - **Pivot to virtual meetings**
  - **Chapter Technology Transfer**
    - **(3) DL Visits**
      - **Devin Abellon, Erich Binder, Bill Bahnfleth**
    - **Submitted award projects – Spark Building, Affiliated Engineers in Madison**
  - **Membership Promotion**
    - **Membership Promotion Night**
    - **New ways to engage members virtually**
  - **Student Activities**
    - **(2) Student Night meetings**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*

---

A N I N T E R N A T I O N A L O R G A N I Z A T I O N



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- UW Madison student chapter holds two official ASHRAE meetings each semester, associated with ASME
  - (4) Scholarships worth \$1,500 each
- Research Promotion
  - RP Raffle with support of local businesses
  - Typical golf outing was cancelled
  - RP goals for 2020-2021 – “remote”
- Government Affairs
  - Strong participant in the state of Wisconsin’s 2<sup>nd</sup> annual Day on the Hill event, coordinating with WI, NE WI, and La Crosse
  - Monthly call with GAC chairs from all Wisconsin chapters to coordinate efforts and share ideas
- YEA
  - Social events
  - YEA/IBPSA Crossover Event at Delta Labs Brewery learning the science behind the brewing process
- Chapter History
  - Local updates and updates to company profiles
- Communications
  - Newsletters, reminders, and post event photos
  - Basecamp for BOG
- Conclude 4:20 PM
- Illinois – Ms. Fiona McCarthy – Start time 4:21 PM
  - Highlights
    - Kick off at Sox park, September golf outing
  - Success Stories
    - Holiday part/tech awards, women in ASHRAE Building a Better Workplace event, various tours, spring conference, support for WIA, virtual webinars
    - Spring Conference – (3) tracks, (125) attendees, (2) DL presentations
  - Finances – Operation fund balance \$28,576.85
  - Chapter Technology Transfer
    - Refrigeration meeting – Low GWP, Future of Refrigerants
    - (2) DLs
      - Erich Binder – Building Pressurization Systems
      - Karine Leblanc – Using Emotional Intelligence
    - Technical and Social Events
    - Technology Awards
      - (18) Submitted Tech Award Projects, (10) winners
      - (6) Region Technology Award Submissions
      - (1) Society Submission (And winner last year)
  - Membership Promotion
    - Push new member growth and follow up with expired members
    - Maintaining students after graduation

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Loss due to COVID**
- **Student Activities**
  - **UIC Student Chapter was very active with almost weekly presentations from chapter members**
  - **IIT competed in nationals for Solar Decathlon and won in (2) categories**
  - **Support for local science fair competitions virtually**
- **Government Affairs**
  - **Chicago Building Code updates**
  - **Retrofit Chicago Program update**
  - **Chapter newsletter communications**
  - **Participation in Chicago Energy Benchmarking Committee, Illinois Stretch Green Code Advisory Committee**
- **Research Promotion**
  - **Golf outing, Full Circle +, RP Chair to combine with golf chair for 20-21 year**
- **YEA – (299) members**
  - **Spring Conference, technical tours, sports teams, monthly social events**
- **Chapter History**
  - **Completed online archive**
  - **This Day in ASHRAE**
  - **Interview with Chapter Fellows**
  - **PAOE Documentation**
  - **Basecamp**
- **Communications**
  - **Chapter website**
    - **Updated in June**
  - **Monthly newsletter**
  - **Program notices**
- **Women In ASHRAE**
  - **October Mixer**
  - **Mentoring program**
  - **January sponsored meeting**
  - **Events canceled due to COVID**
- **Give Back – Rebuilding Together**
  - **COVID canceled**
- **Lessons Learned**
  - **Golf outing – sponsorships could be expanded, shopping new courses, pre-event table and a table for women in ASHRAE**
  - **MP is a critical component**
  - **Varying locations = varying success for CTTC**
- **Conclude 4:33 PM**

**Recess of Business Session #1 – 4:41 PM**



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

October 31<sup>st</sup>, 2020

**Business Session #2**

**Call to Order: (Hermans)**

**9:00 AM Members Council: (Sturm)**

- **What members counseling is doing now**
  - **Virtual Practices**
  - **Future virtual operation**
  - **Update to MCO to reflect virtual**
- **No motions presented to society**
  - **Understand how to make motions**
  - **You can always view current motions online**
  - **Minnesota Chapter**
    - **Motion 36 (6/25/19) – COMPLETE**
    - **Motion 37 (6/25/19) – COMPLETE**
  - **Madison Chapter**
    - **2019 CRC Motion 3 – Complete**

**(9:20 AM) Treasurer: (Moninski)**

- **Special Exelon donation**
- **Budget (-)\$3,139.28**
  - **Dave Evers – Can we balance the budget?**
    - **Moninski – Not an issue at this time**
- **Beware of phishing scams**

**Regional Vice Chair Reports**

**(9:44 AM) Membership Promotion: (Chudecke)**

- **Region VI had a -3.4% change in membership**
- **Society overall had a -4.7% change in membership**
- **Average age is 48**
- **Push ASHRAE 365**
- **Address non-paying members and lifetime members**
- **Limelight Reward Intro**

**(10:10 AM) Student Activities: (Opoien)**

- **Review Student Activities role**
- **PAOE review by chapter**
  - **New PAOE structure for 2020-2021**
- **Student Activities deadlines**
- **Chapter Chair Training**

**(10:19 AM) Research Promotion: (Goslinga)**

- **What Research Promotion Funds**
- **PAOE Review**
  - **COVID Impact, short on RP goals**

*American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.*



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

- **Member donations**
- **Review upcoming RP deadlines**
- **Virtual training**
- **Review donation numbers**

**(11:03 AM) Government Affairs: (Jesson)**

- **Why GAC exists**
- **Planning sessions – virtual**
  - **Training available**
- **GAC numbers for last year**
  - **Day on the Hill**
  - **PAOE**
  - **GAC Award to Beth Tomlinson (Minnesota)**

**(11:11 AM) Chapter Technology Transfer: (Zakelj)**

- **No DL travel through 12/31/20**
  - **Virtual encouraged**
  - **PAOE Review**
  - **Upcoming CTTC events**
  - **Review of CTTC training**
  - **Workshop recap**
    - **Regional speaker list**
  - **CTTC DL numbers**
  - **Tech award submissions**

**(11:21 AM) Historian: (Ingenthron)**

- **New to the position, still transitioning**
- **(2) Gold ribbon awards**

**(11:25 AM) YEA: (Schaus)**

- **Goals and benefits**
- **PAOE round up**
- **Slight dip in membership – COVID**
- **STL now has a YEA chair**
- **Training complete on 9/30**
  - **Upcoming events**





180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

## **Chapter Reports and Reading of Motions**

### **Motion Identification No. 2020-1**

**Moved by:** Illinois Chapter Delegate, Fiona McCarthy Second Joe Kern

**Motion:** Approve the 2020-21 Regional Budget with the assessment for the region fees be reduced due to the COVID-19 pandemic

**Background Information:** COVID-19 is a pandemic that has made us need to review operations

**Fiscal Impact:** Current assessment is \$3.19 per member. This motion would change the assessment to \$2.13 per member.

**Discussion:**

- **Maggie:** last year, \$3.11 per member based upon area-assigned members
- **Maggie:** This year, reduced costs for Region
- This must be reviewed in subsequent years – will go up
- Motion would approve entire budget

**Vote Count:** 9-0-0 Motion Passed

### **Motion Identification No. 2020-2**

**Moved by:** Minnesota, Chapter Delegate, Eric Johansen Dave Evers Second

**Motion:** Region VI to revise Regional MOP as discussed at the Regional Planning Meeting in August 2020.

**Background Information:** COVID-19 is a pandemic that has made us need to depend upon electronic communications. This includes transitioning to virtual chapter meetings. The revisions to the MOP detail the duties of the Communications RVC.

**Fiscal Impact:** None

**Discussion:** None at this meeting. It was discussed at the RPM

**Vote Count:** 8-0-1 Motion Passed

### **Motion Identification No. 2020-3**

**Moved by:** Illinois, Chapter Delegate, Fiona McCarthy

**Motion:** To strive to fulfil assistant chair positions

**Background Information:** Train incoming chairs, delegate tasks, involve more members, help with transitions

**Fiscal Impact:** None

**Discussion:**

**Vote Count:** 9-0-0 Motion Passed



180 Technology Parkway • Peachtree Corners, GA 30092 USA • Tel 404.636.8400 • Fax 404.321.5478 • <http://www.ashrae.org>

**(11:50 AM)** Society Staff Report: (Kim Mitchell)

- **Chapters should coordinate meetings together and strategize ASHRAE promotion together.**
- Old Business

Alternate Chapter Location for CRC: (Hermans)

- **The next years CRC will act as the alternate location**
- **NE Wisconsin to plan 2021 as a hybrid CRC**

CRC Schedule

- 2021 NE Wisconsin
- 2022 Minnesota
- 2023 La Crosse Area
- 2024 Cedar Valley

CRC Report from the Central Illinois General Chairs: (Brown/Moehling)

- **(76) unique attendees for tech sessions**
- **(46) registrations for the total package**
- **Over 130 registrations across all sessions**
- **Financially sound**
  - **Low costs due to COVID and virtual**
- **ALI Short Course**

CRC Announcement from the NE Wisconsin (Marthaler)

- **Planning event as a hybrid as of now**
- **The event will happen in the spring no matter what**
  - **April 29<sup>th</sup>, 2021 – May 1<sup>st</sup>, 2021**
- **Advertisement for Region VI CRC 2021 sent with 2020 Region VI CRC Welcome Packages**

Closing Comments by Society Officers: (Chuck Gullledge, Mick Schwedler)

- **Very pleased with the efforts and roll out of a virtual CRC**
- **Need to keep updated speaker bios**
- **Happy with participation during all events**
  - **Really enjoyed the social and zoom sponsor rooms to get to know more about each company**
- **Chuck really wants to see each chapter in person or virtual**
- **Thank you to Ashleigh and team**

DRC Report

- **All CIQ are due March 1<sup>st</sup>. Identify the Delegate and Alternate for next CRC by end of the year**

**(12:03 PM)** Adjournment of Business Session #2

## Region VI

### 2021-2022 Delegates and Alternates

Chapter Name	Position	Full Name	MEM #	Email
CEDAR VALLEY	Chapter Delegate	Logan Tanner Smith	8252571	l.t.smith13@gmail.com
CEDAR VALLEY	Chapter Alternate	Mr Nicholas John Seymour	8299698	nick.seymour@trane.com
<b>CENTRAL ILLINOIS</b>	Chapter Delegate			
<b>CENTRAL ILLINOIS</b>	Chapter Alternate			
ILLINOIS	Chapter Delegate	Mr David M Lippe	8102988	d.m.lippe@gmail.com
ILLINOIS	Chapter Alternate	Christopher Krieps	8303482	ckrieps@utexas.edu
IOWA	Chapter Delegate	Mr Adam Puls	8180372	adam.puls@isginc.com
IOWA	Chapter Alternate	Mr Tyson Scheidecker	8124579	TLSCHEI@shive-hattery.com
LA CROSSE AREA	Chapter Delegate	Dr Michelle Yi-Ching Wang	8309143	michelle.wang@trane.com
LA CROSSE AREA	Chapter Alternate	Alexander Schmig	8260952	alexander.schmig@trane.com
MADISON	Chapter Delegate	Mr Jason Boatman	8128252	jboatman@vyron.com
MADISON	Chapter Alternate	Mr Ronald G Wroblewski	2032907	ron@productiveenergy.com
MINNESOTA	Chapter Delegate	Mr Aaron Stotko	8186415	aaron.stotko@uponor.com
MINNESOTA	Chapter Alternate	Mr Brian Jennissen	8200541	brian.jennissen@mail.ashrae.org
MISSISSIPPI VALLEY	Chapter Delegate	Paul Breuer	8247308	BreuerPaul@stanleygroup.com
MISSISSIPPI VALLEY	Chapter Alternate	Mr Jeremy S Gardner	8151905	jeremy.gardner@daikincomfort.com
NORTHEAST WISCONSIN	Chapter Delegate	Alex Krizek	8369182	alex.krizek@trane.com
NORTHEAST WISCONSIN	Chapter Alternate	Justin Heil	8358043	justin.heil@ISGInc.com
ST LOUIS	Chapter Delegate	Ms Erin E Black	8262472	eblack@mazzetti.com
ST LOUIS	Chapter Alternate	Mr James Glunt	8293134	james.glunt@b-g.com
WISCONSIN	Chapter Delegate	Kathleen Ellis	8299954	kathleenellis0@gmail.com
WISCONSIN	Chapter Alternate	Gustavo Guillermo Cantoral	8238682	gustavo.cantoral@dynamicmke.com

## Region VI

### 2020-2021 Delegates and Alternates

Chapter Name	Delegate	DEL Alias Email	Alternate	ALT Alias Email
CEDAR VALLEY	Mr Matthew Hein	c159crcdel@ashrae.net	Logan Tanner Smith	c159crca@ashrae.net
CENTRAL ILLINOIS	Mr David J Evers	c050crcdel@ashrae.net	Mr John J Goorsky	c050crca@ashrae.net
ILLINOIS	Mr Patrick Krause	c049crcdel@ashrae.net	Mr David M Lippe	c049crca@ashrae.net
IOWA	Mr David Poetting	c051crcdel@ashrae.net	Mr Adam Puls	c051crca@ashrae.net
LA CROSSE AREA	Jake Beran	c115crcdel@ashrae.net	Dr Michelle Yi-Ching Wang	c115crca@ashrae.net
MADISON	Mr Jason Boatman	c095crcdel@ashrae.net	Mr Ronald G Wroblewski	c095crca@ashrae.net
MINNESOTA	Mr Eric Johansen	c052crcdel@ashrae.net	Mr Aaron Stotko	c052crca@ashrae.net
MISSISSIPPI VALLEY	Joe Kern	c123crcdel@ashrae.net	Paul Breuer	c123crca@ashrae.net
NE WISCONSIN	Mr Jacob A Warden	c107crcdel@ashrae.net	Andrew Heeter	c107crca@ashrae.net
ST LOUIS	Ms Gwenn Ivester	c054crcdel@ashrae.net	Ms Erin E Black	c054crca@ashrae.net
WISCONSIN	Nick Malahy	c048crcdel@ashrae.net	Kathleen Ellis	c048crca@ashrae.net

# ASHRAE ROSTER

## REGION VI Region Officers

*As of 07/01/2020*

*Position* Director and Regional Chair  
*Name* Mr Richard D Hermans  
*Email* [r06drc@ashrae.net](mailto:r06drc@ashrae.net)

*Position* Region Nominating Member  
*Name* Mr Mark F Miller  
*Email* [r06nom@ashrae.net](mailto:r06nom@ashrae.net)

*Position* Region Members Council Rep  
*Name* Mr Eric Sturm  
*Email* [r06RMCR@ashrae.net](mailto:r06RMCR@ashrae.net)

*Position* Region Nominating Alternate  
*Name* Mr Stephen W Duda  
*Email* [r06noma@ashrae.net](mailto:r06noma@ashrae.net)

*Position* Region Chapter Technology Transfer  
*Name* Ms Elizabeth M Zakelj  
*Email* [r06rvccctc@ashrae.net](mailto:r06rvccctc@ashrae.net)

*Position* CRC General Chair  
*Name* Mr Steven L Marthaler  
*Email* [r06CRCCChair@ashrae.net](mailto:r06CRCCChair@ashrae.net)

*Position* Region Government Affairs  
*Name* Mr Matthew S Jesson  
*Email* [r06GAC@ashrae.net](mailto:r06GAC@ashrae.net)

*Position* Region Communications Chair  
*Name* Mr Adam Niederloh  
*Email* [r06CC@ashrae.net](mailto:r06CC@ashrae.net)

*Position* Region Membership Promotion  
*Name* Mr Daniel Chudecke  
*Email* [r06rvcm@ashrae.net](mailto:r06rvcm@ashrae.net)

*Position* Region Treasurer  
*Name* Mrs M Maggie Moninski  
*Email* [r06tr@ashrae.net](mailto:r06tr@ashrae.net)

*Position* Region Research Promotion  
*Name* Ms Haley Goslinga  
*Email* [r06rvcrp@ashrae.net](mailto:r06rvcrp@ashrae.net)

*Position* Region Historian  
*Name* Mr Brian M Ingenthron  
*Email* [r06hist@ashrae.net](mailto:r06hist@ashrae.net)

*Position* Region Student Activities  
*Name* Jane Opoien  
*Email* [r06rvcsa@ashrae.net](mailto:r06rvcsa@ashrae.net)

*Position* Region Representative  
*Name* Mr John A Rieke  
*Email* [r06RR@ashrae.net](mailto:r06RR@ashrae.net)

*Position* Region YEA  
*Name* Ms Mallory L Schaus  
*Email* [r06YEA@ashrae.net](mailto:r06YEA@ashrae.net)

*Position* Assistant Regional Chair  
*Name* Mrs M Maggie Moninski  
*Email* [r06arc@ashrae.net](mailto:r06arc@ashrae.net)

## **GUIDELINE FOR CONDUCTING CHAPTERS REGIONAL CONFERENCES**

---

### **INSTRUCTIONS TO DELEGATE & ALTERNATE FOR CRC**

#### **Chapters Regional Committee Meeting**

There are four parts to the Chapters Regional Committee Meeting held in conjunction with the Chapters Regional Conference (CRC): the Orientation Session, the Caucus, the Business Session and the Executive Session. As a delegate or alternate, you will be involved in all four of these sessions.

#### **Orientation Session**

Open to all attendees, this session is held prior to the Caucus so that the Director and Regional chair can instruct the delegates and alternates on procedures and to advise them as to the regional and Society positions to be filled. During this session other non-caucus attendees can provide advice and counsel as specifically requested by a delegate or alternate. The attendance of delegates and alternates is mandatory.

#### **Caucus (Closed Session)**

This is an informal session. It is usually held at the beginning of the Chapters Regional Conference attended by only the delegates and alternates from the chapters, the regional Nominating Committee Member, the regional Nominating Committee Alternate and the regional Nominating Committee reserve alternate. The purpose is to provide a forum for the chapters to present and discuss their recommendations for candidates for regional and Society positions, Society committees, and regional and Society honors and awards. All discussions at the Nominating Committee meetings, caucus and executive sessions are confidential and shall not be divulged to any individual outside the meetings or sessions. The regional Nominating Committee Member chairs the session and the host chapter delegate is the secretary. Minutes of the Caucus are not to be published. During the Caucus, the delegates and alternates should present the biographies of the candidates who will be recommended for offices and/or honors and awards. Enough copies of the biographies should be available so that each person attending may have a copy. The two Nominating Committee representatives shall not be present while their nominations are being discussed. The host delegate shall become the temporary chair. Please note: the ASHRAE Bylaws specify that a member of the Nominating Committee **must be a full member in good standing for a period of at least five (5) years prior to the time of selection.**

#### **Business Session**

Each chapter shall, as a minimum, prepare the following in one complete package, whether a binder, CD or other form, as directed for that CRC:

1. A completely filled-out Summary Report Form (Attachment W).
2. Report of Chapter Activities for the preceding year, including committee reports.
3. Chapter Committee Chairs' MBOs.
4. A sample newsletter.
5. The Chapter's roster.

After the report phase of the Business Session, the Chapters are encouraged to present action items for changes in any Chapter, Regional or Society activities or policies.

All reports and action items presented at the Chapters Regional Conference will take place at the Business Session, except for those items specified for the Executive Session.

The chapter delegate is the voting member. The regional vice chairs, the regional Nominating Committee Member and the regional Nominating Committee Alternate attend in their official capacity. The Regional Chair is chair of the meeting. The chapter delegates report on the progress of their chapters and student branches and their recommendations concerning policy, procedures and operations of Society. Motions that are passed are then brought forward to Members Council for further consideration.

## **GUIDELINE FOR CONDUCTING CHAPTERS REGIONAL CONFERENCES**

---

### **Executive Session (Closed Session)**

Only the delegates and alternates from the chapters, the regional Nominating Committee Member and the regional Nominating Committee Alternate may attend the Executive Session. The regional Nominating Committee Member is the chair. The reserve alternate for the Nominating Committee Member is allowed to attend the executive session of the CRC without reimbursement for transportation. The host chapter delegate is the secretary. Minutes of the Executive Session shall not be published. Chapter delegates vote for candidates for the following:

1. Nominating Committee Member, Alternate and Reserve Alternate
2. Regional Vice Chairs
3. Regional Awards
4. Society Officers and Board of Directors (including Regional Chair, if appropriate)

The regional Nominating Committee representative will forward the report of the Executive Session to Society Executive Director/Secretary at Headquarters within 30 days of the meeting. Members who serve on Grassroots committees (Regional Vice Chairs) should be contacted as their willingness to serve before their names are submitted in this report.

**2020-2021  
CRC CHAPTER SUMMARY REPORT INSTRUCTIONS**

**1. MEMBERSHIP PROMOTION:**

- **Area assigned members** = members who have paid society dues (available from the **PAOE Area Assigned Member Count Listing** on the ASHRAE website). At [www.ashrae.org](http://www.ashrae.org), login using your email address and password. Mouse over the Communities tab and select Chapter Reports, PAOE and CIQ located on the left. On next page, select the PAOE icon (blue trophy). Under the Presidential Award of Excellence title, select Report (blue box with arrow pointing up). Click on dropdown box for Area Assigned Members then select the PAOE Society year for Area Assigned Members which lists Members and Students, by Region and Chapter.
- **Chapter dues paying members** = number of members in current chapter roster, excluding students (available from the **Chapter Dues Paid/Unpaid Report**). This report is included with the Chapter Reports posted on the ASHRAE website at [www.ashrae.org](http://www.ashrae.org). Use the same login information as shown above in Membership Promotion, select the Chapter Reports icon (orange square with arrow pointing up). **In the second box marked Dues, select "Paid to Society: PDF/XLS"** (pdf or Excel; run by date).
- **New members to date** = new chapter dues paying members (available from the **New Members Report**). This report is included with the Chapter Reports posted on the ASHRAE website at [www.ashrae.org](http://www.ashrae.org). (See instructions above in **Chapter Dues Paying Members**), then select **New Members, PDF or XLS**" (pdf or Excel; run by date).
- **Delinquent members to date** = delinquent area assigned members (available from the **Society Unpaid Dues Report-Members**). This report is included with the Chapter Reports on the ASHRAE website at [www.ashrae.org](http://www.ashrae.org). (See instructions above in **Chapter Dues Paying Members**), in the second box marked **Dues, select Delinquency** (Excel; run by date).

**Instructions to access the Chapter Reports are listed in the above paragraph for Chapter Dues Paying Members. These are live data reports so your numbers are up-to-date. If you have any questions or need further assistance, please contact the following ASHRAE staff: Daniel Gurley ([dgurley@ashrae.org](mailto:dgurley@ashrae.org)); or Vickie Grant ([vgrant@ashrae.org](mailto:vgrant@ashrae.org)) or Tammy Catchings ([tcatchings@ashrae.org](mailto:tcatchings@ashrae.org)).**

**2. STUDENT ACTIVITIES:**

- The number of new student members is available from chapter membership report. (See instructions above in **Chapter Dues Paying Members**), then select **Chapter Change Detail, Summary, PDF** (PDF; run by date).
  - List the number of student branches the chapter is currently supporting.

Information that may be included in the attached chapter executive summary; number of K-12 student activities, number of post high school student activities, number of teach-ins per class to an organized student group and monthly meeting student nights. **For more information contact ASHRAE staff Katie Thomson ([kthomson@ashrae.org](mailto:kthomson@ashrae.org)).**

**3. CHAPTER TECHNOLOGY TRANSFER:**

Information that may be included in the attached chapter executive summary; the number of technical programs on refrigeration technology to professional or business groups, number of presentations by an ASHRAE TC member, number of chapter sponsored continuing education courses and the number of Technology Award submittals into chapter, regional and Society competition.

- List the number of regular monthly meetings with tech program
- List the average chapter monthly meeting attendance
- List the number of seminars, ALI courses, tours or other technical programs outside regular monthly meeting
- List the number of chapter social events
- List the number of Chapter Technology Awards and the number of chapter presentations on refrigeration technology

Information that may be included in the attached chapter executive summary; if the full chapter yearly programs and speakers and schedules were announced in the chapter newsletter by October 22, list of



chapter programs and speakers. **For more information contact ASHRAE staff Rhiannon Masterson ([rmasterson@ashrae.org](mailto:rmasterson@ashrae.org)).**

**4. RESEARCH PROMOTION/FUNDRAISING:**

- List the chapter goal and the total dollars contributed.

Information that may be included in the attached chapter executive summary; full circle level, number of RP nights, number of contributions \$50 and above, High Five Award and RP trends. **For more information contact ASHRAE staff Julia Mumford ([jmumford@ashrae.org](mailto:jmumford@ashrae.org)).**

**5. GOVERNMENT AFFAIRS:**

- List the Chapter goals and grassroots activities of the past year.
- Seeking proclamations from Governors, Mayors and other elected officials for National Engineers Week (E-week)
- Soliciting nominations for the Government Advocacy Award and obtaining Government Affairs Award entries into regional competition
- Other grassroots activities not mentioned above.

Information that may be included: holding combined Chapter meetings with other organizations to discuss HVAC&R, visiting elected/appointed officials, holding a "Day on the Hill," inviting elected/appointed officials to speak at Chapter meetings. **For more information contact ASHRAE staff Alice Yates ([ayates@ashrae.org](mailto:ayates@ashrae.org)).**

**6. YOUNG ENGINEERS IN ASHRAE (YEA):**

- List the number of new YEA members
- List the total number of YEA members
- List what percentage of the chapter total membership is comprised of YEA members

Information that may be included in the attached chapter executive summary; number of YEA activities and/or events, any SmartStart promotions, and any collaborations with other committee to promote membership recruitment and retention. **For more information contact ASHRAE staff Jeanette McCray ([jmccray@ashrae.org](mailto:jmccray@ashrae.org)).**

**7. CHAPTER HISTORY:**

Indicate if the chapter had a historical display at the CRC or has moved the current history information to the chapter website.

**8. FINANCES:**

List the chapter total funds balance (include all accounts), chapter dues, average monthly meal cost and the date of the last chapter audit.

Information that may be included in the attached chapter executive summary; the dollar amount for reserve funds, active checking, scholarship accounts. Describe any other sources of income and describe any special project or programs funded by the chapter.

**Contents of Chapter Executive Summary Attachment:**

**1. Chapter Problems**

List your chapter's problems and comment on your solutions to these problems.

**2. Chapter Innovations and Suggestions**

Comment on any successes and new ideas that were introduced during the year.

**3. CRC Summary Form Background**

Include a brief paragraph for each section of the CRC summary report form that highlights the chapter activities not included on the summary for each area.

## 2020-2021 ASHRAE CRC CHAPTER SUMMARY REPORT

REGION		CHAPTER WEBSITE:		
CRC LOCATION				
CHAPTER				
CHAPTER NUMBER				
<b>1. MEMBERSHIP PROMOTION</b>		YTD/REPORTED 2020-2021	REPORTED 2019-2020	REPORTED 2018-2019
NUMBER OF AREA-ASSIGNED MEMBERS (AAM)				
NUMBER OF CHAPTER DUES PAYING MEMBERS (CDPM)				
NUMBER OF NEW MEMBERS TO DATE (AAM)				
NUMBER OF MEMBERS DELINQUENT TO DATE (AAM)				
<b>2. STUDENT ACTIVITIES</b>				
NUMBER OF NEW STUDENT MEMBERS				
NUMBER OF ACTIVE STUDENT BRANCHES				
<b>3. CHAPTER TECHNOLOGY TRANSFER</b>				
NUMBER OF REGULAR MONTHLY MEETINGS WITH TECH PROGRAM				
MONTHLY MEETING ATTENDANCE (TOTAL/AVERAGE)				
NUMBER OF SEMINARS, ALI COURSES, TOURS OR OTHER TECHNICAL PROGRAMS OUTSIDE REGULAR MONTHLY MEETING				
NUMBER OF TECHNICAL PROGRAMS ON REFRIGERATION TECHNOLOGY				
NUMBER OF SOCIAL EVENTS SEPARATE FROM A TECHNICAL PROGRAM (I.E. GOLF, MEMBER'S NIGHT OUT, ETC.)				
NUMBER OF TECHNOLOGY AWARD SUBMITTALS TO CHAPTER/REGION				
<b>4. RESEARCH PROMOTION/FUNDRAISING</b>				
CHAPTER GOAL				
TOTAL DOLLARS CONTRIBUTED				
<b>5. GOVERNMENT AFFAIRS</b>				
LIST THE CHAPTER GOALS AND GRASSROOTS ADVOCACY OF THE PAST YEAR (USE SEPARATE PAGE)				
INFORMATION THAT MAY BE INCLUDED: HOLDING COMBINED CHAPTER MEETINGS WITH OTHER ORGANIZATIONS TO DISCUSS HVAC&R, VISITING ELECTED/APPOINTED OFFICIALS, HOLDING A "DAY ON THE HILL," INVITING ELECTED/APPOINTED OFFICIALS TO SPEAK AT CHAPTER MEETINGS				
SEEKING PROCLAMATIONS FROM GOVERNORS, MAYORS AND OTHER ELECTED OFFICIALS FOR NATIONAL ENGINEERS WEEK (E-WEEK)				
SOLICITING NOMINATIONS FOR THE GOVERNMENT ADVOCACY AWARD AND OBTAINING GOVERNMENT AFFAIRS AWARD ENTRIES INTO REGIONAL COMPETITION				
NUMBER OF ADVOCACY MEETINGS AND OTHER ACTIVITIES				
OTHER GRASSROOTS ACTIVITIES NOT MENTIONED ABOVE (USE SEPARATE PAGE)				

<b>6. YOUNG ENGINEERS IN ASHRAE (YEA)</b>				
NUMBER OF NEW YEA MEMBERS				N/A
NUMBER OF TOTAL YEA MEMBERS				N/A
PERCENTAGE OF YEA MEMBERS FROM THE TOTAL CHAPTER MEMBERSHIP				N/A
<b>7. CHAPTER HISTORY</b>				
CHAPTER HISTORICAL DISPLAY AT CRC				
CHAPTER HISTORY MOVED TO WEB SITE				
<b>8. FINANCES</b>				
TOTAL FUNDS BALANCE				
CHAPTER DUES				
MEMBER COST OF MEALS				
DATE OF LAST CHAPTER AUDIT				

**SPRING CRCs – ENTER DATA FOR THE CURRENT YEAR IN THE “YTD REPORTED” COLUMN AND ENTER YTD RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.**

**FALL CRCs – ENTER DATA FOR THE YEAR JUST COMPLETED IN THE “YTD REPORTED” COLUMN AND ENTER DATA FOR YEAR-END RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.**

## **MOTIONS AND RESOLUTIONS AT THE CRC**

Chapter members have the right and the responsibility to present to the chapter CRC Action Committee motions to enhance regional, chapter or Society activity. These motions will be presented by the delegate during the business session at the CRC where they can be discussed and voted on, following Robert's Rules of Order. Motions and resolutions coming out of the CRC can be most effective if presented in proper form. A fine conceptual resolution can be lost in the legislative process at Society level for want of proper wording, background explanation or research. The purpose of this document is to furnish suggestions for proper development of motions and procedures to funnel the motion into the correct committees.

All CRC motions except regional motions are brought to the Members Council by the RMCR for action. Members Council will approve, disapprove, postpone, amend or refer these motions in accordance with the following:

- A. Committees and Councils to which Members Council refers a motion must report the disposition of the motion to Members Council.
- B. CRC motions affecting the Presidential Award of Excellence will be reviewed and discussed by the Members Council and recommendations forwarded to the President-Elect.
- C. The RMCR has the responsibility of monitoring all CRC motions from his/her region and reporting at the next CRC the status of those motions.

**MOTION FORMAT:** The motion should be written in concise, succinct language ("whereas" and "legalese" do not enhance the understandability or acceptability of motions). A sample format is shown on the next page. The body of the motion should contain as completely as possible the following information:

- A. State completely the action which is being recommended or required. Example: "Move that Society dues be lowered..."
- B. Qualify wherever possible elements of the motion so that they are not open-ended or open for interpretation, debate or floor negotiation. Example: "Move that Society dues be lowered to \$90 per year..."
- C. Include wherever appropriate the time frame for the execution of your request. Example: "Move that Society dues be lowered to \$90 per year, effective July 1, 2013" (with background data on fiscal impact, if possible).
- D. Where a motion is expected to modify or to become a Rule of the Board (ROB), it should be worded as the proposed Rule of the Board it is intended to read.

**REQUIRED BACKGROUND INFORMATION:** As a separate statement, provide historical background, progression of events, related incidents or other general information which would be helpful for the council and subsequently Board of Directors to appropriately debate and decide on the issue. The more thorough the background, the more convincing the arguments, the more complete the research, the more beneficial the request is to the betterment of the Society, the more likely the matter will be dealt with favorably.

In summary, a good motion spells out who, what, when, how much and then explains why it is good and timely action.

# FORMAT FOR CRC MOTIONS

---

**Motion Identification No.** \_\_\_\_\_  
(Region No., Motion No., Date)

**Moved By:** \_\_\_\_\_

**Motion:** \_\_\_\_\_

---

---

---

---

---

---

**Background Information:** \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**Fiscal Impact:** \_\_\_\_\_

**Vote Count:**

**For:** \_\_\_\_\_ **Against:** \_\_\_\_\_ **Abstained:** \_\_\_\_\_ **Chair Voting:** \_\_\_\_\_

**Passed:**  **Failed:**  **Withdrawn:**

## JOHN F. JAMES INTERNATIONAL AWARD

Guidelines for the award shall be as follows:

- A. The purpose of the award is to recognize members of the Society who have done the most to enhance the Society's international presence or posture. This award shall only be awarded once to a member. (08-06-23-11)
- B. The award shall be in the form of a plaque, lapel pin, and transportation, if not otherwise reimbursed by the Society. The award may be presented at the Winter Meeting of the Society. (05-06-27-41)
- C. A list of candidates shall be submitted to the Members Council Planning Subcommittee for approval by the committee, who shall then nominate a candidate to the ASHRAE Honors and Awards Committee no later than the preceding Annual Meeting, together with documentation supporting their recommendation detailing the nominees accomplishments that enhanced the Society International presence as described in paragraph D below. (This includes promotion of ASHRAE through relations with Associate Societies and HVAC&R related societies in other countries.) (02-01-13-14-28/05-06-27-41)
- D. The selection of the candidate shall be based upon any one or a combination of the following:
  - (1) Participation in International activities related to ASHRAE's interest.
  - (2) Exchange of information with international communities in the form of symposia, seminars, lectures, etc. (05-06-27-41)
  - (3) Dissemination of ASHRAE technical information for the enhancement of international standards.
  - (4) Adaptation or introduction of innovative HVAC&R technology(ies) between two or more countries. (05-06-27-41)
  - (5) Recruitment of members, and/or the formation of chapters, sections and student branches outside North America. (05-06-27-41)
  - (6) Previous recipients are not eligible to receive this award more than once.
- E. Nominations may come directly from a member or from a CRC nomination. Nominations with support documentation should be sent to Members Council through the Regional Conferences or directly to the Director of Member Services no later than May 1. (05-06-27-41)
- F. The Honors and Awards Committee shall forward the name of the approved candidate to the Members Council for final approval.

**CEDAR VALLEY**

Member ID	Name	Current Grade	Award Description
193266	Dr Margaret S Drake	Life Member	1995 - Regional Award of Merit
193266	Dr Margaret S Drake	Life Member	1998 - E K Campbell Award of Merit
193266	Dr Margaret S Drake	Life Member	2005 - Distinguished Service Award
193266	Dr Margaret S Drake	Life Member	2006 - Distinguished 50-Year Member Award
8183708	Mr Timothy R Lentz	Associate	2019 - ASHRAE Technology Award
5076680	Mr Dwight C Schumm	Member	2019 - ASHRAE Technology Award

**CENTRAL ILLINOIS**

Member ID	Name	Current Grade	Award Description
8195209	Mrs Ashleigh Brown	Member	2021 - Chapter Service Award
2000515	Dr Clark W Bullard	Fellow Life Member	2001 - Fellow Award
2000515	Dr Clark W Bullard	Fellow Life Member	2003 - F Paul Anderson Award
2000515	Dr Clark W Bullard	Fellow Life Member	2004 - Distinguished Service Award
2000515	Dr Clark W Bullard	Fellow Life Member	2008 - ASHRAE/ALCO
2048668	Thomas E Cappellin, PE	Life Member	2014 - Distinguished Service Award
5184990	Mr Paul Francisco	Fellow Member	2015 - Distinguished Service Award
5184990	Mr Paul Francisco	Fellow Member	2015 - Exceptional Service Award
5184990	Mr Paul Francisco	Fellow Member	2018 - Fellow Award
5184990	Mr Paul Francisco	Fellow Member	2020 - Donald Bahnfleth Envir Health Award
3034792	Dr Predrag S Hrnjak	Fellow Life Member	2004 - Fellow Award
3034792	Dr Predrag S Hrnjak	Fellow Life Member	2014 - Technical Paper Award
3034792	Dr Predrag S Hrnjak	Fellow Life Member	2019 - Louise & Bill Holladay Dist Fellow Award
5019759	Dr Anthony M Jacobi	Fellow S-B-A Member	2003 - Distinguished Service Award
5019759	Dr Anthony M Jacobi	Fellow S-B-A Member	2003 - E K Campbell Award of Merit
5019759	Dr Anthony M Jacobi	Fellow S-B-A Member	2009 - Fellow Award
5115835	Mr William B Rose	Fellow Member	2012 - Fellow Award
8237947	Matthew M Swanson	Associate	2015 - Technical Paper Award
5181706	Dr Xinlei Wang	Fellow S-B-A Member	2011 - Distinguished Service Award
5181706	Dr Xinlei Wang	Fellow S-B-A Member	2019 - Fellow Award
3032804	Dr Alexander M Zhivov	Fellow Life Member	2011 - Distinguished Service Award
3032804	Dr Alexander M Zhivov	Fellow Life Member	2011 - Exceptional Service Award
3032804	Dr Alexander M Zhivov	Fellow Life Member	2019 - Fellow Award

**ILLINOIS**

Member ID	Name	Current Grade	Award Description
2027398	Mr John S Andrepont	Life Member	2020 - Distinguished Service Award
105624	Mr Alexander S Butkus	Fellow Life Member	2003 - ASHRAE Technology Award
105624	Mr Alexander S Butkus	Fellow Life Member	2011 - ASHRAE Technology Award
105624	Mr Alexander S Butkus	Fellow Life Member	2018 - Fellow Award
2039077	Mr Alan P Cohen	Life Member	2015 - Distinguished Service Award
8036068	Mr Jon J Cohen	Member	2019 - Distinguished Service Award
5016113	Mr James J Coogan	Associate	2009 - Distinguished Service Award
8086756	Mr Donald K Doherty	Associate	2021 - Regional Award of Merit
192578	Mr Daniel L Doyle	Fellow Member	2019 - Fellow Award
2011552	Mr Charles P Eggert, PE	Associate	2011 - ASHRAE Technology Award
8022235	Mr David Eldridge, Jr, PE	Member	2019 - ASHRAE Technology Award



**ILLINOIS (continued)**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
235737	Mr George F Forgue	Life Member	1998 - 50-Year Member Award
8131299	Mr Paul E Glanville	Associate	2013 - Willis H Carrier Award
283365	Mr David L Grumman, PE	Fellow Life Member	1990 - Distinguished Service Award
283365	Mr David L Grumman, PE	Fellow Life Member	2014 - Distinguished 50-Year Member Award
298188	Mr Charles Hansen, III	Fellow Life Member	1997 - Fellow Award
298188	Mr Charles Hansen, III	Fellow Life Member	1998 - 50-Year Member Award
298188	Mr Charles Hansen, III	Fellow Life Member	1999 - Distinguished 50-Year Member Award
3031077	Mr Mark C Hegberg	Member	2001 - Distinguished Service Award
3031077	Mr Mark C Hegberg	Member	2009 - Exceptional Service Award
3031077	Mr Mark C Hegberg	Member	2017 - Regional Award of Merit
5224876	Mr Ryan R Hoger	Member	2017 - Chapter Service Award
5200943	Mr Eric S Huber, PE	Associate	2020 - ASHRAE Technology Award
2027218	Mr Mehdi K Jalayerian	Member	2006 - ASHRAE Technology Award
5021192	Mr Michael P Kuk	Member	2020 - Chapter Service Award
8074876	Mr David Lavan	Member	2010 - ASHRAE Technology Award
432243	Mr Neil P Leslie, PE	Life Member	2009 - Transactions Paper Award
5212372	Mr Yury Y Lui, PE	Member	2011 - ASHRAE Technology Award
5200845	Mr Chad Luning	Member	2020 - ASHRAE Technology Award
5055868	Mr Steven D Maze	Member	2010 - ASHRAE Technology Award
5055868	Mr Steven D Maze	Member	2012 - ASHRAE Technology Award
8138567	Mrs Fiona Martin McCarthy	Member	2021 - Chapter Service Award
5121827	Mr Michael J McDermott	Member	2013 - Distinguished Service Award
5121827	Mr Michael J McDermott	Member	2020 - ASHRAE Technology Award
483651	Mr Anthony B McGuire	Fellow Life Member	1999 - Fellow Award
5062094	Mr Donald J McLauchlan, PE	Member	2010 - ASHRAE Technology Award
5062094	Mr Donald J McLauchlan, PE	Member	2015 - ASHRAE Technology Award
488970	Mr Thomas J McNamara, PE	Fellow Life Member	2004 - Student Activities Achievement Award
488970	Mr Thomas J McNamara, PE	Fellow Life Member	2008 - Fellow Award
492021	Mr Prem N Mehrotra	Life Member	2012 - ASHRAE Technology Award
8320657	Mr Jonathan Mesik	Member	2010 - ASHRAE Technology Award
5165026	Mr Michael W Murphy	Associate	2011 - ASHRAE Technology Award
8209203	Mr Dave Nelson	Associate	2020 - ASHRAE Technology Award
2053146	Mr Gerry G Noorts	Member	2003 - ASHRAE Technology Award
2053146	Mr Gerry G Noorts	Member	2011 - ASHRAE Technology Award
548424	Mr Keith B O'Higgins	Member	1989 - Regional Award of Merit
548424	Mr Keith B O'Higgins	Member	1999 - Distinguished Service Award
3001624	Mr Victor L Penar	Life Member	2014 - Distinguished Service Award
8096269	Mr Phillip M. Podlasek	Associate	2009 - Student Design Project Competition Award
5175060	Mr Dharam V Punwani	Fellow Member	2010 - George B Hightower Tech Achievement Award
5175060	Mr Dharam V Punwani	Fellow Member	2018 - Fellow Award
7960441	Ms April L Ricketts, PE	Member	2012 - Chapter Service Award
8106014	Mr Jason Robbins, PE	Member	2016 - ASHRAE Technology Award
2050731	Dr William A Ryan, PhD	S-B-A Member	2011 - E K Campbell Award of Merit
2050731	Dr William A Ryan, PhD	S-B-A Member	2017 - Distinguished Service Award
644463	Mr John Sanchez, Jr	Life Member	2002 - Milton W Garland Refrigeration Award
5164534	Mr David M Schaefer	Member	2003 - ASHRAE Technology Award

**ILLINOIS (continued)**

Member ID	Name	Current Grade	Award Description
658833	Mr Kyle W Schultz	Member	2019 - Chapter Service Award
671247	Dr Gideon Shavit	Fellow Life Member	1997 - Distinguished Service Award
5219191	Mr Benjamin A Skelton	Member	2016 - ASHRAE Technology Award
5219191	Mr Benjamin A Skelton	Member	2016 - Distinguished Service Award
5219191	Mr Benjamin A Skelton	Member	2018 - Chapter Service Award
5185259	Mr Paul Sobiski	Member	2006 - ASHRAE Tech/Sym Paper
3028551	Mr Philip J Spagnolo, PE	Associate	2011 - ASHRAE Technology Award
8131356	Mr Michael Stark	Member	2010 - ASHRAE Technology Award
8074868	Mr Len Swatkowski	Member	2017 - Distinguished Service Award
2041932	Mr Richard T Swierczyna	Member	2006 - ASHRAE Tech/Sym Paper
735345	Mr Edward R Teske, PE	Life Member	1988 - Distinguished Service Award
735345	Mr Edward R Teske, PE	Life Member	1999 - 50-Year Member Award
735345	Mr Edward R Teske, PE	Life Member	2000 - Distinguished 50-Year Member Award
5083883	Mr John E Tsingas	Member	2019 - ASHRAE Technology Award
760509	Mr Ronald P Vallort, PE	Presidential Fellow Life Member	1992 - Regional Award of Merit
760509	Mr Ronald P Vallort, PE	Presidential Fellow Life Member	1996 - Distinguished Service Award
760509	Mr Ronald P Vallort, PE	Presidential Fellow Life Member	1996 - Fellow Award
760509	Mr Ronald P Vallort, PE	Presidential Fellow Life Member	2001 - Exceptional Service Award
760509	Mr Ronald P Vallort, PE	Presidential Fellow Life Member	2015 - Distinguished 50-Year Member Award
2039778	Ms Martha G VanGeem, PE	Life Member	2013 - Standards Achievement Award
2039778	Ms Martha G VanGeem, PE	Life Member	2014 - Distinguished Service Award
2052706	Mr John O Varley	Fellow Member	2018 - Distinguished Service Award
5140654	Mr Philip J Winters, PE	Member	2017 - Distinguished Service Award
5067096	Mr Yuanhui Zhang, PE	Fellow Member	2002 - Technical Paper Award
5067096	Mr Yuanhui Zhang, PE	Fellow Member	2007 - Distinguished Service Award
5067096	Mr Yuanhui Zhang, PE	Fellow Member	2008 - Fellow Award

**IOWA**

Member ID	Name	Current Grade	Award Description
11529	Mr Mark W Allen	Life Member	1987 - Regional Award of Merit
11529	Mr Mark W Allen	Life Member	2000 - Distinguished Service Award
8029416	Mr Justin J Barrett, PE	Member	2019 - Chapter Service Award
104382	Mr John E Burton	Life Member	1996 - 50-Year Member Award
8003070	Mr Kit C Cartwright	Member	2012 - Chapter Service Award
8092978	Mr Timothy J Conrad	Member	2018 - Chapter Service Award
7976499	Ms Holly H Elbert, PE	Member	2016 - Chapter Service Award
8107811	Mr Matt Gumm, PE	Member	2020 - Chapter Service Award
3035718	Mr James Edward Hall	Member	2013 - Chapter Service Award
3026052	Mr Jeffrey C Hammer	Member	1999 - Regional Award of Merit
319941	Mr Mark C Hersch, PE	Member	2018 - ASHRAE Technology Award
5073305	Mr David C Inghram, PE	Member	2004 - ASHRAE Technology Award
8039835	Mr Matthew S Jesson	Member	2018 - Chapter Service Award
5089665	Mr Jason E Kems, PE	Member	2012 - Chapter Service Award
493722	Mr Paul K Melton	Life Member	2019 - Chapter Service Award
7999697	Mr Corey B Metzger	Member	2019 - Regional Award of Merit
7999697	Mr Corey B Metzger	Member	2020 - Distinguished Service Award

**IOWA (continued)**

Member ID	Name	Current Grade	Award Description
394821	Mr Curtis J Klaassen, PE	Life Member	2016 - Chapter Service Award
5036191	Ms Susan R Oltrogge	Member	2012 - Chapter Service Award
5210364	Mr Andrew L Pospisal	Member	2021 - Chapter Service Award
8008283	Ms Holly M Stevens	Member	2018 - ASHRAE Technology Award
2047121	Mr Donald L Swanson	Life Member	2016 - Chapter Service Award
5114122	Mr Daniel V Zaug	Member	2012 - Chapter Service Award

**LA CROSSE AREA**

Member ID	Name	Current Grade	Award Description
2024956	Mr Bruce E Anderson	Member	2013 - Distinguished Service Award
5183572	Dr William Burgess Fox	Member	2018 - Distinguished Service Award
8225567	Ms Haley Goslinga	Member	2021 - Chapter Service Award
5170365	Ms Susanna S Hanson	Member	2015 - Distinguished Service Award
5170365	Ms Susanna S Hanson	Member	2018 - Chapter Service Award
8016147	Mr Rick M Heiden	Member	2018 - Distinguished Service Award
8016147	Mr Rick M Heiden	Member	2020 - Chapter Service Award
8019929	Mr Chris C Hsieh	Member	2020 - Chapter Service Award
5153369	Mr Stephen Kujak	Member	2016 - Crosby Field Award
5153369	Mr Stephen Kujak	Member	2017 - Distinguished Service Award
417285	Mr William J Landman	Fellow Life Member	1998 - Distinguished Service Award
5215952	Mr Gregory L Meeuwssen	Member	2016 - Distinguished Service Award
5073730	Mr John A Murphy	Fellow Member	2011 - ASHRAE Journal Paper Award
5073730	Mr John A Murphy	Fellow Member	2012 - ASHRAE Journal Paper Award
5073730	Mr John A Murphy	Fellow Member	2014 - Distinguished Service Award
5073730	Mr John A Murphy	Fellow Member	2015 - Fellow Award
5031903	Mr Brian L Reynolds	Member	2015 - Distinguished Service Award
5031903	Mr Brian L Reynolds	Member	2018 - Chapter Service Award
3029377	Dr Kenneth J Schultz, PhD	Life Member	2017 - Distinguished Service Award
5017444	Mr Michael CA Schwedler	Fellow Member	2008 - Distinguished Service Award
5017444	Mr Michael CA Schwedler	Fellow Member	2011 - Standards Achievement Award
5017444	Mr Michael CA Schwedler	Fellow Member	2015 - Exceptional Service Award
5017444	Mr Michael CA Schwedler	Fellow Member	2015 - Fellow Award
700515	Mr Carl F Speich	Fellow Life Member	1988 - Distinguished Service Award
700515	Mr Carl F Speich	Fellow Life Member	2010 - Distinguished 50-Year Member Award
5221621	Mr James L Spielbauer	Member	2013 - Chapter Service Award
2016013	Mr Dennis A Stanke	Fellow Life Member	2006 - ASHRAE Journal Paper Award
2016013	Mr Dennis A Stanke	Fellow Life Member	2007 - Fellow Award
2016013	Mr Dennis A Stanke	Fellow Life Member	2010 - Standards Achievement Award
2016013	Mr Dennis A Stanke	Fellow Life Member	2014 - Distinguished Service Award
2016013	Mr Dennis A Stanke	Fellow Life Member	2014 - Exceptional Service Award
8091152	Mr Eric Sturm	Member	2015 - YEA Award for Individual Excellence
8091152	Mr Eric Sturm	Member	2019 - Chapter Service Award
8091152	Mr Eric Sturm	Member	2019 - Distinguished Service Award

**MADISON**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
2008563	Mr Nick H Agopian	Member	2017 - Distinguished Service Award
5156343	Mr Jason A Atkisson, PE	Member	2017 - Distinguished Service Award
1007742	Mr Jeffrey G Boldt	Fellow Member	2015 - Distinguished Service Award
1007742	Mr Jeffrey G Boldt	Fellow Member	2017 - Fellow Award
1007742	Mr Jeffrey G Boldt	Fellow Member	2017 - Regional Award of Merit
1007742	Mr Jeffrey G Boldt	Fellow Member	2018 - Chapter Service Award
5137464	Mr Daniel J Dettmers	Member	2013 - Distinguished Service Award
189864	Dr Charles E Dorgan, PE	Fellow Life Member	1998 - Distinguished Service Award
189864	Dr Charles E Dorgan, PE	Fellow Life Member	1999 - Poster Presentation Award
189864	Dr Charles E Dorgan, PE	Fellow Life Member	2002 - Exceptional Service Award
189864	Dr Charles E Dorgan, PE	Fellow Life Member	2009 - Standards Achievement Award
5212939	Mr Matthew L Heil, PE	Member	2018 - Chapter Service Award
2004725	Mr Sanford A Klein	Fellow Life Member	1988 - ASHRAE Symposium Paper
2004725	Mr Sanford A Klein	Fellow Life Member	1997 - Fellow Award
2004725	Mr Sanford A Klein	Fellow Life Member	2003 - ASHRAE Tech/Sym Paper
5017340	Michael S Meteyer	Member	2006 - Lou Flagg Gold Ribbon
5017340	Michael S Meteyer	Member	2018 - Chapter Service Award
5192963	Mr Mark F Miller	Member	2008 - Chapter Service Award
5192963	Mr Mark F Miller	Member	2018 - Regional Award of Merit
507322	Dr John W Mitchell	Fellow Life Member	1988 - ASHRAE Symposium Paper
507322	Dr John W Mitchell	Fellow Life Member	1997 - Distinguished Service Award
507322	Dr John W Mitchell	Fellow Life Member	1998 - ASHRAE Symposium Paper
507322	Dr John W Mitchell	Fellow Life Member	1999 - ASHRAE Journal Paper Award
507322	Dr John W Mitchell	Fellow Life Member	2003 - Crosby Field Award
507322	Dr John W Mitchell	Fellow Life Member	2003 - Poster Presentation Award
507322	Dr John W Mitchell	Fellow Life Member	2006 - Service to ASHRAE Research Award
8068860	Ms Carol A Mori, PE	Member	2018 - Chapter Service Award
5192961	Dr Svein O Morner, PE	Member	2018 - Distinguished Service Award
7978748	Prof Gregory F Nellis	Fellow Member	2013 - Fellow Award
7978748	Prof Gregory F Nellis	Fellow Member	2018 - Crosby Field Award
550368	Mr Harold L Olsen	Life Member	1998 - 50-Year Member Award
570267	Mr Richard J Pearson, PE	Fellow Life Member	1980 - Regional Award of Merit
570267	Mr Richard J Pearson, PE	Fellow Life Member	1988 - Distinguished Service Award
570267	Mr Richard J Pearson, PE	Fellow Life Member	2017 - Distinguished 50-Year Member Award
5076915	Dr Douglas T Reindl, PE	Fellow Member	2003 - ASHRAE Tech/Sym Paper
5076915	Dr Douglas T Reindl, PE	Fellow Member	2006 - Distinguished Service Award
5076915	Dr Douglas T Reindl, PE	Fellow Member	2008 - Fellow Award
5076915	Dr Douglas T Reindl, PE	Fellow Member	2018 - Crosby Field Award
821529	Mr Hajime Yoshida	Life Member	2014 - ASHRAE Technology Award
8007763	Dr Xiaohui Zhou, PhD, PE	Member	2017 - Distinguished Service Award

**MINNESOTA**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
87129	Mr Barry B Bridges	Life Member	2017 - Distinguished Service Award
5059027	Mr Daniel Chudecke	Member	2016 - Chapter Service Award
8312126	Todd Courneya	Member	2013 - Chapter Service Award

**MINNESOTA (continued)**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
7989300	Mr Leighton W Deer	Member	2020 - ASHRAE Technology Award
7989300	Mr Leighton W Deer	Member	2021 - Chapter Service Award
5021508	Mr James S Douglas	Member	2013 - Chapter Service Award
197073	Mr Philip A Dugan	Life Member	1988 - Distinguished Service Award
197073	Mr Philip A Dugan	Life Member	2012 - Distinguished 50-Year Member Award
8220563	Mr Francis Farrell	Associate	2007 - Crosby Field Award
8220563	Mr Francis Farrell	Associate	2007 - Poster Presentation Award
5181164	Mr Gary Fischbach	Member	2013 - Chapter Service Award
281029	Dr David T Grimsrud	Fellow Life Member	2005 - Fellow Award
281029	Dr David T Grimsrud	Fellow Life Member	2007 - Environmental Health Award
286119	Mr Vinod P Gupta, PE	Fellow Life Member	2010 - Distinguished Service Award
286119	Mr Vinod P Gupta, PE	Fellow Life Member	2011 - Fellow Award
286119	Mr Vinod P Gupta, PE	Fellow Life Member	2016 - Chapter Service Award
301212	Mr Richard J Harju	Life Member	1999 - Regional Award of Merit
301212	Mr Richard J Harju	Life Member	2003 - Distinguished Service Award
301212	Mr Richard J Harju	Life Member	2011 - Distinguished 50-Year Member Award
319126	Mr Richard D Hermans, PE	Life Member	2006 - Distinguished Service Award
319126	Mr Richard D Hermans, PE	Life Member	2011 - Exceptional Service Award
319126	Mr Richard D Hermans, PE	Life Member	2013 - Regional Award of Merit
319126	Mr Richard D Hermans, PE	Life Member	2019 - Chapter Service Award
363974	Mr Craig R Johnson	Life Member	2004 - Chapter Service Award
363974	Mr Craig R Johnson	Life Member	2013 - Regional Award of Merit
8072551	Mr Kevin W Kaufman	Associate	2006 - Student Design Project Competition Award
8072551	Mr Kevin W Kaufman	Associate	2020 - ASHRAE Technology Award
399276	Dr Gerhard W Knutson, PhD	Fellow Life Member	1999 - Distinguished Service Award
399276	Dr Gerhard W Knutson, PhD	Fellow Life Member	2013 - Fellow Award
404905	Mr Brian C Krafthefer	Fellow Life Member	2004 - Fellow Award
7990422	Mr Scott A Lichty, PE	Member	2019 - ASHRAE Technology Award
5113801	Mr Robert J Linder	Member	2011 - Regional Award of Merit
5113801	Mr Robert J Linder	Member	2013 - Distinguished Service Award
5078802	Dr Marilyn A Listvan	Member	2019 - Distinguished Service Award
468207	Mr Robert A Martini	Life Member	1993 - Regional Award of Merit
564381	Mr Roger M Pasch, PE	Life Member	2017 - Distinguished Service Award
564381	Mr Roger M Pasch, PE	Life Member	2018 - Distinguished 50-Year Member Award
5072184	Mr Michael A Pouchak, PE	Fellow Member	2017 - Distinguished Service Award
5072184	Mr Michael A Pouchak, PE	Fellow Member	2018 - Fellow Award
602604	Dr James W Ramsey	Life Member	2009 - Transactions Paper Award
2034144	Mr John A Rieke, PE	Life Member	2011 - Chapter Service Award
2034144	Mr John A Rieke, PE	Life Member	2011 - Regional Award of Merit
2034144	Mr John A Rieke, PE	Life Member	2013 - Distinguished Service Award
5205716	Mr Paul L Riemer, PE	Member	2003 - Crosby Field Award
5205716	Mr Paul L Riemer, PE	Member	2003 - Poster Presentation Award
2000364	Mr George E Rothenberger, PE	Life Member	2021 - Chapter Service Award
5226383	Mr Duane P Rothstein	Member	2018 - Chapter Service Award
2018541	Mr Steven S Schreurs	Member	2021 - Chapter Service Award
2022420	Mr Brian Leo Shablow	Retired Member	2010 - Chapter Service Award

**MINNESOTA (continued)**

Member ID	Name	Current Grade	Award Description
5080753	Mr Frank J Spevak	Member	2008 - Distinguished Service Award
5225806	Mr Ryan K Thorson	Member	2012 - ASHRAE Technology Award
8048776	Ms Elizabeth K Tomlinson, PE	Member	2020 - Government Affairs Award
5168718	Mr Scott A Ward	Member	2001 - ASHRAE Technology Award

**MISSISSIPPI VALLEY**

Member ID	Name	Current Grade	Award Description
5220758	Mr Kevin J Gebke	Member	2011 - Distinguished Service Award
725362	Mr Sherman M Sweeney	Life Member	2006 - Chapter Service Award

**NORTHEAST WISCONSIN**

Member ID	Name	Current Grade	Award Description
7993728	Mrs Tina M Brueckner	Member	2017 - Distinguished Service Award
7993728	Mrs Tina M Brueckner	Member	2017 - Regional Award of Merit
3032417	Mr Steven L Marthaler	Member	2016 - Chapter Service Award
5137303	Mr Michael L Watz, Jr, PE	Member	2020 - Distinguished Service Award

**ST LOUIS**

Member ID	Name	Current Grade	Award Description
65232	Dr Albert W Black, III	Life Member	1996 - Distinguished Service Award
5092348	Mr Cyrus Blackmore, II	Member	2010 - Regional Award of Merit
5092348	Mr Cyrus Blackmore, II	Member	2013 - Chapter Service Award
2024716	Mr Charles Eugene Dale-Derks	Member	2016 - Distinguished Service Award
2024716	Mr Charles Eugene Dale-Derks	Member	2017 - Regional Award of Merit
5070363	Mr Stephen W Duda, PE	Fellow Member	2009 - Distinguished Service Award
5070363	Mr Stephen W Duda, PE	Fellow Member	2013 - Fellow Award
5070363	Mr Stephen W Duda, PE	Fellow Member	2016 - George B Hightower Tech Achievement Award
230229	Mr E Doug Fitts, PE	Life Member	2006 - Distinguished Service Award
5026257	Mr Danny M Halel	Life Member	2018 - Distinguished Service Award
1040341	Mr Robert A Jones, PE	Member	2016 - Distinguished Service Award
5171842	Dr James A Mathias, PE	Member	2009 - Poster Presentation Award
5171842	Dr James A Mathias, PE	Member	2009 - Transactions Paper Award
2031251	Ms Lisa J Sombart, PE	Member	2016 - ASHRAE Technology Award
2027001	Mr T William Stobbs	Life Member	2008 - Chapter Service Award
747833	Mr Robert L Towell, PE	Fellow Life Member	1998 - ASHRAE Technology Award
747833	Mr Robert L Towell, PE	Fellow Life Member	2016 - Fellow Award
800685	Mr Gerald J Williams, PE	Fellow Life Member	1992 - ASHRAE Technology Award
800685	Mr Gerald J Williams, PE	Fellow Life Member	2017 - Fellow Award
824607	Mr Robert A Zagar, PE	Life Member	1995 - Regional Award of Merit
824607	Mr Robert A Zagar, PE	Life Member	2001 - Distinguished Service Award
824607	Mr Robert A Zagar, PE	Life Member	2007 - Chapter Service Award
824607	Mr Robert A Zagar, PE	Life Member	2019 - Distinguished 50-Year Member Award

**WISCONSIN**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
7989254	Mr David L Grassl, PE	Member	2011 - ASHRAE Technology Award
8028408	Mr Jason T LaRosh, PE	Member	2015 - ASHRAE Technology Award
8092718	Mr Jason M Leffingwell	Associate	2020 - Chapter Service Award
459999	Mr Michael F Mamayek, PE	Life Member	2016 - Distinguished Service Award
2047778	Mr Lev H Zvenyach	Life Member	2006 - ASHRAE Technology Award

**UNASSIGNED REGION VI**

<b>Member ID</b>	<b>Name</b>	<b>Current Grade</b>	<b>Award Description</b>
2010088	Mr Davor Novosel	Life Member	2003 - Distinguished Service Award
5096283	Mr Paul G Turnbull	Member	2012 - Distinguished Service Award



## Scopes & Activities

**Certification Committee** is responsible for developing, implementing, and monitoring ASHRAE's personnel credentialing programs.

**Chapter Technology Transfer Committee (CTTC)** provides efficient and effective transfer of current and relevant information throughout the HVAC&R industry to and from the chapters. CTTC develops and maintains high quality and readily available tools to enable chapters to offer information and attractive industry-related information and programs to all segments within the HVAC&R industry. This committee reports to Members Council.

**Chapters Regional Committees** exist in each of the Society's regions. Each regional committee consists of one delegate and one alternate from each chapter with the regional chairman presiding. Each regional committee reviews recommendations from the chapters and student branches concerning policies, procedures and operation. Motions that are passed are reported to Members Council.

**Conferences and Expositions Committee (CEC)** provides ASHRAE members and other meeting attendees with fully coordinated, cost effective, theme-based meetings experiences with balanced technical and business/professional content. The committee also oversees the production of the Winter and Annual Meetings and other ASHRAE conferences and expositions globally. This committee reports to Members Council.

**Communications Committee (CC)** identifies the electronic communication needs of the membership and staff, recommends and maintains policies, and ensures that the implementation of information technologies meets the objectives and needs of the Society. Beginning in July 2004, the ECC assumes the responsibility for the ASHRAE website and electronic communications that had previously been assigned to the Special Publications Committee.

The "Roadmap for the ASHRAE Web Site" represents ASHRAE's vision for development of electronic communications in the Society. The ECC maintains the Roadmap as well as the "Policy and Procedures for Format, Activity, and Content of Web Sites for ASHRAE Groups."

**Environmental Health Committee** coordinates ASHRAE activities in the areas of environmental health and indoor air quality. This committee reports to Technology Council.

**Executive Committee** includes the President, President-Elect, Treasurer, Vice-Presidents, the Secretary (who is a non-voting member) and other members of the Board of Directors who may be designated by the Board. The Executive Committee investigates and makes reports and recommendations to the Board of Directors regarding matters relating to the Society or individual members.

**Finance Committee** supervises the Society's fiscal operations in accordance with the Bylaws and the policies set forth by the Board of Directors. This committee reports to the Board of Directors.

**Government Affairs Committee (GAC)** is responsible for grassroots activities and issues that relate to government entities beyond the scope of the U.S. federal government (i.e., U.S. state and local; provincial; and, relative to non-North American nations, national government bodies) in areas of interest to ASHRAE members in order to better coordinate efforts and understanding between ASHRAE grassroots members and local government. This committee reports to Members Council.

**Handbook Committee** prepares and publishes an *ASHRAE Handbook* volume each year. It also formulates editorial policy, solicits reviewers and authors, and judges the suitability of material for publication in the *ASHRAE Handbook* series. This committee reports to Publishing and Education Council.

**Historical Committee** sponsors, encourages and conducts research into the history of heating, ventilation, air conditioning and refrigeration; encourages authorship and publication of historical articles locates, identifies and determines location for display or availability of items of historical significance; and encourages regional and chapter historians to gather historical information and artifacts. This committee reports to Publishing and Education Council.

**Honors and Awards Committee (H&A)** administers the honors and awards program of the Society under guidelines established by the Board of Directors. This committee reports to Members Council.

**Membership Promotion Committee (MP)** publicizes the aims, activities, achievements, and scientific and educational purposes of the Society to encourage qualified persons to apply for membership. The committee also monitors the Society's membership demographics and, where appropriate, adjusts or creates programs to ensure that individuals from all demographic backgrounds are being equally attracted to ASHRAE. This committee reports to Members Council.

**Nominating Committee** selects candidates for elected officers and members of the Board of Directors. This committee reports directly to the ASHRAE membership.

**Planning Committee** is responsible for the Society's long-range and strategic planning. The committee develops, implements and monitors the long range plan and develops a method to monitor councils' and committees' progress in achieving long-range goals and objectives. This committee reports to the Board of Directors.

**President-Elect Advisory Committee** advises and assists the President-Elect in coordinating standing committee activities with the Directors-at-Large. This committee reports to the Executive Committee of the Board of Directors.

**Professional Development Committee** develops a comprehensive continuing education program to assist members in enhancing and maintaining their knowledge and improving their skills. This committee reports to Publishing and Education Council.

**Publications Committee** oversees editorial and functional activities for the publication of ASHRAE books, *ASHRAE Journal* and *ASHRAE Insights*. The Handbook series falls under the guidance of the Handbook Committee. This committee was formed by the merger of the Journal/Insights and Special Publications Committees. This committee reports to Publishing and Education Council.

**Refrigeration Committee** encourages the advancement of refrigeration technology and its application. Through its use in refrigeration and air conditioning systems, the refrigeration process has become critical to the health, comfort, and welfare of humanity. The Refrigeration Committee of ASHRAE encourages the advancement of refrigeration technology and its application. This committee reports to Technology Council.

**Research Administration Committee** conducts and coordinates basic research and technical studies in the HVAC&R fields to benefit the public welfare. This committee reports to Technology Council.

**RP Committee** plans and implements programs within the Society to generate funds to support ASHRAE research. This committee reports to Members Council.

**Society Rules Committee** considers all matters requiring development, interpretation and change in Society Bylaws, Rules of the Board, and other Society documents.

**Standards Advisory Committee** is responsible for monitoring policy aspects of standard and guideline development conducted by the Society. The SAC shall advise the Board of Directors on specific standards-related issues, and provide guidance/counsel to the Standards Committee and Technology Council.

**Standards Committee** is responsible for the selection, development, revision and preparation of HVAC&R code language documents, standards and guidelines so that they may be considered for adoption by the Board of Directors. In this capacity, the Standards Committee coordinates the work of Standard Project Committees and Guideline Project Committees that are responsible for the technical content of codes, standards and guidelines. The Standards Committee also cooperates with other organizations in the development, preparation and adoption of codes, standards and guidelines in related areas. This committee reports to Technology Council.

**Student Activities Committee (SA)** develops a comprehensive program for the educational community for the purpose of promoting and encouraging engineering and HVAC&R careers. It administers and promotes student activities at all levels in the educational system. This committee reports to Members Council.

**Technical Activities Committee** coordinates HVAC&R technical activities, including appointment, development and oversight of technical committees, task groups and technical resource groups. This committee reports to Technology Council.

**Young Engineers in ASHRAE (YEA) Committee** enhances member benefits for young professional ASHRAE members, 35 years old and younger, by identifying activities and services focused on their needs. This committee reports to Members Council.

## **Job Description Excerpts for DRC and RMCR**

The following are excerpts of the DRC and RMCR positions. This document is not intended to serve as the full description of either position.

### **Director and Regional Chair (DRC):**

#### Responsibilities

- Serves as a member of Board of Directors.
- Has prime responsibility to represent Society to region.
- Directs operation for region and presents region, chapters and membership viewpoints.

#### Qualifications/Obligations

- Shall be a member in good standing and shall have been a Member (grade) of Society for five years or more prior to date of election.
- Should have previously served as both Chapter President and Regional Vice Chair.
- Should be able and willing to travel and devote considerable time to Society

### **Region Members Council Representative (RMCR):**

#### Responsibilities

- Serves as a member of Members Council.
- Responsibility to represent the region in Members Council deliberations.
- Assist Regional Vice Chairs (RVCs) in furthering the aims of the Society through Standing Committees.
- Maintain communications with the chapters and support programs of the Society within the region.
- Fully participate in all Members Council, assigned subcommittee and Ad Hoc Committee meetings.

#### Qualifications/Obligations

- Shall be a member in good standing and shall have been a Member (grade) of Society for three years or more prior to date of election.
- Should have previously served as both Chapter President and Regional Vice Chair.
- Should be able and willing to travel and devote considerable time to Society.
- May fill in for the DRC at a Board of Directors' meeting in the event the DRC is unable to attend.
- May also serve as the Assistant Regional Chair (ARC) as well as the RMCR.
- Shall coordinate and communicate with the DRC all Members Council activities as they relate to the region and its chapters.