



MINUTES

EXECUTIVE COMMITTEE MEETING

**PHOENIX, AZ
June 21 + 25, 2025**

Note: These draft minutes have not been approved and are not the official record until approved by the Executive Committee.

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June 21 + 25, 2025

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PRINCIPAL APPROVED MOTIONS

Executive Committee Meeting

June 21 + 25, 2025

| No. - Pg. | Motion |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 – 2 | Open session minutes from the March 20-22, 2025 and May 28, 2025 ExCom meetings be approved. |
| 2 – 2 | ExCom yield approval of new Position Documents (PD) and revisions to PD's title, purpose and scope (TPS) to the Board of Directors. |
| 3 – 6 | ExCom recommends that Board of Directors approve a new Memorandum of Understanding (MOU) with IIAR, included in ATTACHMENT B. |
| 4 – 6 | ExCom recommends that the Board of Directors approve the proposed Public Policy Priorities (PPPs) for Society Year 2025-26, included in ATTACHMENT C. |
| 5 – 9 | ExCom recommends that the Board of Directors approve a new Memorandum of Understanding (MOU) with CONFEA, included in ATTACHMENT D. |
| 6 – 10 | ExCom accept and approve the revised APPA Work Plan, included in ATTACHMENT E. |
| 7 – 11 | ExCom recommends that the Board of Directors approve a new Memorandum of Understanding (MOU) with IFHE, included in ATTACHMENT F. |
| 8 – 15 | ExCom recommends to the Board of Directors that Society modify its MOU strategy and update the MOU template to: <ul style="list-style-type: none">○ Remove the three-year expiration term.○ Develop work plans and assign a liaison for organizations that Society wants to collaborate with more closely. |

ACTION ITEMS
Executive Committee Meeting
June 21 + 25, 2025

| No. - Pg. | Responsibility | Summary of Action | Status | Goal Date |
|------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------|
| 1 - 2 | Littleton | Develop a recommendation for a liaison to GSO with Mr. Knight's consideration. (Assigned March 20-22, 2025) | Ongoing | |
| 2 – 2 | Staff | Develop a three-year business plan for hiring more staff, expanding CEC, and running more topical conferences. The action plan will be reviewed by ExCom at a future meeting. (Assigned March 20-22, 2025) | Ongoing | |
| 3 – 2 | Staff | Develop a high-level framework for expanding education and training into the HVAC&R trade/technician/operator training. The recommendation will be reviewed by ExCom at a future meeting. (Assigned March 20-22, 2025) | Ongoing | |
| 4 - 2 | Staff and McQuade | Cross reference the list of UNEP members with ASHRAE members to identify subject matter experts who would be good candidates to serve on UNEP technical action committees. | | |
| 5 – 9 | Staff | Transfer the draft BCxA MOU to the ASHRAE template and refer it back to BCxA for review. | | |
| 6 – 9 | Staff | Work to update the current NEBB MOU and submit to NEBB leadership for approval. | | |
| 7 – 11 | Jim Wolf | Investigate opportunities to expand ASHRAE's relationship with UNEP into other areas; for example, energy efficiency and IEQ. | | |
| 8 – 12 | McQuade | Investigate if carbon offset purchases should continue and, if so, who they should be purchased for. | | |



MINUTES
EXECUTIVE COMMITTEE MEETING

June 21 + 25, 2025

MEMBERS PRESENT:

Dennis Knight, President
Bill McQuade, President-Elect
Sarah Maston, Treasurer
Ken Fulk, Vice President
Devin Abellon, Vice President
Wade Conlan, Vice President
Chandra Sekhar, Vice President
Jeff Littleton, Secretary

GUESTS PRESENT:

Ashish Rakheja
Trent Hunt
Andres Sepulveda
Sherry Abbott-Adkins
Usman Abdulrahman
Jason Alphonso
Darryl Boyce
Doug Cochrane
Pankaj Dharkar
Martin Dieryckx
Blake Ellis
Alfredo Escarate
Bryan Holcomb
Steve Kujak
Bill Bahnfleth

Genevieve Lussier
Dunstan Macauley
Mohammed Murtaza
Scott Peach
Mike Pouchak
Gutemberg Rios
Joe Sanders
Pankaj Sareen
Heather Schopplein
Mick Schwedler
Max Sherman
Akinbowale Soluade
Julia Timberman
Walt Vernon
Buzz Wright

STAFF PRESENT:

Candace Denton, Sr. Manager - Board Services
Chandrias Jolly, Manager - Board Services
Vanita Gupta, Director – Marketing
Lizzy Seymour – Director – Member Services
Mark Owen, Director - Publications & Education
Kirstin Pilot, Director - Development
Stephanie Reiniche, Director - Technology
Alice Yates, Director - Government Affairs
Craig Wright, Director of Finance
Leigh Lain Nash Walker, Mgr. – Building Decarbonization Technology
Savanna Smith, Scholarship Coord./Executive Assistant

CALL TO ORDER

The meeting was called to order at 8:32 am on June 21, 2025.

VALUE STATEMENT

Mr. Knight read the value statement and advised that the full code of ethics, core values and diversity statements were available online.

ROLL CALL/INTRODUCTIONS

Roll call was conducted; members, guests, and staff were in attendance as noted above.

REVIEW OF MEETING AGENDA

Mr. Knight reviewed the meeting agenda. 'EPA Programs' was moved to executive session.

APPROVAL OF MINUTES

It was moved and seconded that

1. Open session minutes from the March 20-22, 2025 and May 28, 2025 ExCom meetings be approved.

MOTION 1 PASSED (Unanimous Vote, CNV).

REVIEW OF ACTION ITEMS

Action items 1-6, 8-10 were reported as complete. All other action items were reported as ongoing.

AI 1-3

Mr. McQuade provided an update on action item 1. He reported that UNEP technical action committees are populated by subject matter experts that provide information on refrigerants, different types of equipment, etc. He reported that the technical action committees currently have members that are also ASHRAE Members.

Staff and Mr. McQuade will cross reference the list of UNEP members with ASHRAE members to identify subject matter experts who would be good candidates to serve on UNEP technical action committees.

AI - 4

He suggested that Society could be more engaged to help identify subject matter experts to serve on technical action committees.

Mr. Littleton provided an update on action item 4. He reported that one solution could be for the BOD to approve the formation of new TPS for PDs; another solution could be for ExCom to commit to having a conference call a few weeks after the conference. Both solutions would eliminate any approval delays.

Mr. Conlan moved and it was seconded that

2. ExCom yield approval of new Position Documents (PDs) and revisions to PD's title, purpose and scope (TPS) to the Board of Directors.

It was noted that, if approved, the recommendation would require an update to the Technology Council MOP.

MOTION 2 PASSED (Unanimous Vote, CNV).

DC LEADERSHIP MEETINGS FOLLOW UP

Mr. Littleton reported that a list of important action items from the DC leadership meetings were attached to the agenda. The list was also shown on screen.

TREASURER'S REPORT**FY24-25 FINANCIAL STATUS AND FY25-26 BUDGET PRESENTATION**

Ms. Maston reported on behalf of the Finance Committee. The full report was attached to the agenda and was shown on the screen.

Ms. Maston discussed feedback on the Society's reserves and reviewed the Future Fund. She reported that a motion would be coming to the BOD to consider moving funds from reserves into the Future Fund.

She reviewed revenue and major variations for the current fiscal year budget. She reported that advertising tends to ebb and flow and, in the past, print and non-print advertising tended to balance. This year, there was less revenue than anticipated. She reported that there had been delays in product launches that could have contributed to less advertising revenue.

Ms. Maston provided an update on grant income. She reported that Society had one larger grant through DOE and several smaller ones. With the recent change in administration in the US, some work with the DOE grant had been put on hold; however, work on the DOE grant that was completed had been invoiced and paid for. She reported that the DOE grant was a major three-year grant with revenue and expenses divided into three years. The level of effort is not the same for all three years and that is being taken into consideration.

Mr. McQuade stated that he attended the Finance Committee meeting and understood that paid contractors and staff overhead related to the DOE grant had been paid. He stated that when the grant was originally budgeted, it was budgeted linearly over a three-year period. He asked if it was known what percentage of expenses had not been paid for?

Mr. Littleton responded that a very small percentage of invoices to subcontractors had been paid. He reported that some subcontractors expressed concern and reported that they would not be continuing work due to uncertainty with the new administration. He reported that about \$350,000 would be billed to the bottom line because that is the total amount of staff overhead billed to the project.

Mr. Wright reported that a paid consultant helps ensure that Society is in compliance as it relates to the DOE grant. The consultant has been paid \$100,000 and Society was reimbursed for that expense. He reported that remaining expenses are for staff overhead and subcontractor fees. He reported that the DOE grant is budgeted to net \$350,000 to the bottom line; this year it was much less at \$100,000.

Ms. Maston resumed her report. She reported that revenues were about \$94,000 less than anticipated. She reported that there were more expenses than budgeted this SY. Newly approved salaried positions were filled earlier than expected; also, travel was more expensive than originally budgeted likely due to increased travel expenses in general. She reported that there was also a higher cost to implement LMS and manage that platform.

Mr. Wright added that expenses related to outside services will go down next SY as compared to this SY.

Ms. Maston reviewed the draft budget for the upcoming SY. She reported that a slight surplus budget was being proposed.

She reported that a slight increase in membership dues was being proposed. Additionally, an increase in publication sales was anticipated.

She reported that, while risky, Society will continue its contracted work until/if a stop work order is received.

She reported that preliminary numbers for the Las Vegas AHR Expo are very good.

Mr. Littleton added that the Las Vegas AHR Expo is on track to be a record show with record square footage of show space sold. He reported that the Monterrey show is also on track to be record breaking.

Ms. Maston reviewed expenses for the upcoming SY draft budget. She reported that there had been an increase in salary expenses due to new staff being hired.

She reported that since the Orlando meeting, a few budget requests had been received.

She reported that the draft budget was presented at the May BOD meeting. Following that meeting, the Finance Committee and staff directors reviewed the budget for additional opportunities. Ms. Maston reviewed changes to the budget since the May BOD meeting.

She reported that each year, a capital expenditures budget was allocated, typically as an opportunity to upgrade IT equipment.

The floor was opened for questions and comments.

It was asked if the capital expenditures line item was carried forward each year. Ms. Maston responded that it did not.

Ms. Maston clarified that contributions received predominantly represented the NIBE contribution.

Clarifications on the research budget were requested. Mr. Littleton reported that, in general there was a running list of research projects, as they are approved, researchers are paid as their work progresses. Oftentimes, projects are 18 months to three years in length. He reported that expenses and revenue always match and the research budget is zeroed out each SY; a higher budget means more projects are underway. There are CEBD initiated projects that are being paid out of the research fund as well.

FINANCE COMMITTEE REPORT AND FY25-26 BUDGET APPROVAL

Ms. Maston reviewed the motions that would be presented at the Sunday BOD meeting. The updated report and budget were shown on screen and are included in ATTACHMENT A.

REPORTS OF BODIES REPORTING TO EXCOM

CEBD

Mr. Ellis reported on behalf of the CEBD. The full report was attached to the agenda and shown on screen.

He reported that the CEBD was celebrating its full year since transitioning from the more operational TFBD to the CEBD; which is a more strategic group.

Attachment A of the CEBD report included accomplishments from the group's first year. He reported that a number of ideas that came out of the strategic planning session in 2024 were being moved forward by Tech Council.

Overall, the CEBD is looking to drive practical tools for practitioners.

He reported that four members would be rolling off this SY. Those members rolling off have served for almost four years; he thanked them for their efforts and good work.

He reported that the CEBD is getting to the point where the CEBD can work on strategic vision and allow the councils to implement the operational side.

It was asked what challenges the CEBD was experiencing with the councils.

Mr. Ellis reported that there was a liaison between the CEBD and each of the councils. The CEBD met every two weeks; Tech Council mirrored that schedule to maximize the liaison's effectiveness.

Mr. McQuade stated that in the evolution of CEBD projects, the majority have been Tech Council based. He reported that the goal was to engage all three councils. Work with Members Council has been more about getting information out to the membership. For example, presentations that can be made as a chapter program or used to facilitate GAC engagement. There are plans to develop certifications and courses related to decarbonization. He thanked Tech Council for all their efforts and great work this SY.

Mr. Rakheja reported that GTIC conducted a survey to identify the interests of different countries with respect to ASHRAE Standards; one area that came up was they are looking for help on decarbonization standards. He reported that the survey was shared with the CEBD. Are there any plans for the joint development of standards with the international community? Or could Society help make standards localized?

Mr. Ellis reported that one of the projects led by the CEBD was to address the development of an international energy code and the framework to develop an energy code in other countries. He reported that the TFBD made the conscious decision to focus their work domestically with the thought that the work could be modified to address international jurisdictions. Over the next six months, the CEBD will determine which projects should be prioritized; work on energy codes was started this SY because it was determined to be most important.

MOU UPDATES

IIAR (NEW MOU)

Mr. Brandt reported that the Refrigeration Committee had been investigating potential MOU partners with refrigeration organizations. He reported that IIAR's focus was natural refrigerants like ammonia, CO₂, and propane.

The proposed MOU with IIAR was attached to the agenda and was shown on screen. He reported that the proposed MOU was on IIAR's template which is very similar to Society's MOU template. If approved, will be submitted to the IIAR board for approval next Wednesday.

He reported that a proposed work plan was also presented. The work plan will be expanded upon in the future. He reported that there will likely be a request for a joint document or research project.

Mr. Brandt stated that he would request ExCom to approve the MOU and work plan with IIAR. Mr. Knight said he would entertain a motion to approve.

It was moved and seconded that

3. ExCom recommends that the Board of Directors approve a new Memorandum of Understanding (MOU) with IIAR, included in ATTACHMENT B.

Mr. McQuade spoke in favor of the motion. He expressed his opinion that IIAR was an important organization in the refrigeration industry. He suggested that it was time for Society to work together with IIAR on A3 refrigerants so as not to duplicate efforts.

Mr. Littleton stated that there were editorial edits needed, including updating the IIAR title (International Institute of All-Natural Refrigerants) and inputting incoming President McQuade's name on the signature line.

MOTION 3 PASSED (Unanimous Voice Vote, CNV).

Mr. Brandt reported that the Refrigeration Committee was investigating MOUs with other organizations as well.

Mr. Knight thanked Mr. Brandt and the Refrigeration Committee for their work.

PROPOSED NEW PUBLIC POLICY PRIORITIES (PPPs)

Ms. Maston moved and Mr. Conlan seconded that

4. ExCom recommends that the Board of Directors approve the proposed Public Policy Priorities (PPPs) for Society Year 2025-26, included in ATTACHMENT C.

Ms. Maston reviewed the additional edits to the proposed new PPPs for the upcoming SY. The edited PPPs were shown on screen and are included in ATTACHMENT C.

Ms. Yates reported that the additional changes were approved by GAC yesterday and reflect input from BOD members to make the PPPs more global and to better explain thermal comfort. She reported that the changes were well received by GAC. She thanked the BOD for their thoughtful comments.

She reviewed the changes – priorities are reordered, cybersecurity references and language on professional engineering licensure was added.

Mr. McQuade stated that there was a wider perception that decarbonization is electrification when it is so much more. He suggested that it was important to keep that front of mind as Society continues to educate on what decarbonization really is.

Mr. Sepulveda stated that Society has a tremendous international reputation with data centers.

MOTION 4 PASSED (Unanimous Voice Vote, CNV).

EXCOM REFERRED MOTIONS**REGION VI, LA CROSS AREA CHAPTER – MOTION 25-6-4**

Mr. Knight led a discussion of Region VI CRC referred motion 25-6-4:

That PC's guide to PASA be amended to include provisions Project Committee members can take when faced with allegations of ethics violations including anti-trust violations.

Mr. Knight reported that ExCom referred the motion to the Technology staff team to address it.

REGION XI, OREGON CHAPTER – MOTION 25-11-3

Mr. Knight led a discussion of Region XI CRC referred motion 25-11-3:

The Oregon Chapter moves that, effective SY25-26, Regional Vice Chair Appointments be made by the Society President-Elect no later than August 1 (Spring CRCs) or November 1 (Fall CRCs).

Mr. Knight reported that ExCom referred the motion to staff to be implemented.

Staff reported that staff will begin implementing this change and will notify Regional Nominating members and DRCs of final RVC appointments shortly after spring, and then fall, CRCs. "Deadline dates" are not being provided as a variety of factors can impact when notifications can be made; however, every effort will be made by staff to notify Regional Nominating members and DRCs by the suggested deadline dates for August 1 and November 1.

DRCs were asked to be mindful of submitting signed page 5 of the executive session caucus packet in a timely manner following their CRC so as not to delay approval by the President-Elect. It would also be crucial that "willingness to serve" is confirmed by Regional Nominating Members prior to submitting caucus recommendations for RVCs.

MOU UPDATES**MOU STRATEGY SHIFT**

Mr. Littleton provided recommendations to ExCom on a shift to Society's MOU strategy. He recommended that instead of attempting to limit the number of MOUs Society has, that Society continue to have MOUs with lots of different organizations and identify the organizations Society wants to engage with most and develop work plans with those groups.

He suggested that Society sign MOUs, renew MOUs, and recognize MOUs; in doing so, there would also be a recognition that some MOUs are ceremonial in nature. For those organizations that Society wants to partner with more closely, a work plan would be developed, and the appropriate volunteer and staff resources would be allocated.

He reported that, if approved, the revised strategy would result in the removal of the standard three-year expiration terms for MOUs. Removing expiration dates would also eliminate the need to constantly review and renew MOUs. Any organizations with MOUs that are currently expired will be sent correspondence asking them to sign a revised MOU; if those organizations do not respond or no longer desire an MOU with Society, those MOUs will be retired.

The floor was opened for discussion. A summary of that discussion is below:

Concerned that many organizations' sole purpose of having MOUs with Society is to tout that they have a relationship with ASHRAE.

Suggested that other organizations will certainly promote that they have a relationship with Society. Suggested that Society has to do something different because the discussion of expiring MOUs and work plans keeps coming up.

Recommend having an LOC as opposed to an MOU; and MOUs be entered into only if Society plans to create a work plan.

Staff has been asked to provide recommendations on Society's MOU strategy on two different occasions. Each ExCom has priorities and corresponding organizations that they are passionate about; this creates a flow that can be difficult to manage.

Suggested that a two-tier system would become transparent quickly and would add an unnecessary level of complexity.

Expressed the opinion that as Society becomes more global, there are bound to be more requests for MOUs; any other term will take time and effort to explain. Until there is meaningful work to be done with a partner organization the work plan just sits.

Suggested that wording be added to MOUs that Society does not necessarily endorse the partner organization's views.

A periodic review of all MOUs would be helpful to determine if any updates need to be made.

Do we have examples of what other society's policies are related to MOUs?

Not aware that other organizations have as many MOUs as Society does.

ExCom reached consensus that:

- MOUs would no longer have expiration dates.
- Any organizations with MOUs that are currently expired will be sent correspondence asking them to sign a revised MOU; if those organizations do not respond, those MOUs will be retired.
- For organizations that Society wants to collaborate with more closely, a work plan will be developed, and a liaison will be assigned to monitor and champion the MOU.

Any MOUs that are currently expired will be removed from the webpage until a signed renewal is completed.

A motion to make a formal recommendation to the BOD on Society's MOU strategy would be presented at the June 25 continuation of this ExCom meeting.

CONFEA (NEW MOU)

Mr. Littleton reported that work on the CONFEA MOU had been ongoing for some time. He suggested that CONFEA was a priority organization that Society should establish a work plan with.

He reported that CONFEA represents all engineers in Brazil.

It was moved and seconded that

5. ExCom recommends that the Board of Directors approve a new Memorandum of Understanding (MOU) with CONFEA, included in ATTACHMENT D.

It was noted that the following editorial edits should be made: change 'debate' to 'deliberate' on page 9, update Society's address, remove the three-year expiration, and add incoming President McQuade's name to the signature line.

MOTION 5 PASSED (Unanimous Voice Vote, CNV).

BCxA (NEW MOU)

Mr. Conlan reported that the draft MOU attached to the agenda and shown on screen came from Liz Fischer who served as the BCxA liaison to ASHRAE for some time.

He reported that he had not reviewed the draft MOU in depth. He recommended that the relationship with BCxA was not at the point of an ASHRAE liaison or work plan.

Staff will transfer the draft BCxA MOU to the ASHRAE template and refer it back to BCxA for review.

AI - 5

NEBB (MOU RENEWAL)

Mr. Littleton advised that the NEBB MOU renewal was very straightforward and would be covered under the previous MOU strategy discussion.

Editorial edits to add incoming President McQuade's name to the signature line and removal of the three-year expiration will be made.

Staff will work to update the current NEBB MOU and submit to NEBB leadership for approval.

AI - 6

APPA (REVISED WORK PLAN)

Mr. Macauley thanked ExCom for allowing him to serve as APPA liaison for the past three years. He reported that APPA had gone through changes in their leadership structure which presented an opportunity to make significant, collaborative strides forward.

He reported that Mr. Boyce was the current APPA liaison to ASHRAE and would become the ASHRAE liaison to APPA in the new Society Year.

He reported that there had been ongoing discussions to make ASHRAE's training and education platform available to APPA members. He reported that they have also been looking for an opportunity for APPA and ASHRAE staff to meet.

Mr. Boyce reported that recent staffing changes at APPA created an opportunity for the organizations to get into more strategic alignment. He reported that BEQ is of great interest to APPA and could be incorporated into an existing APPA program.

Mr. McQuade asked if there was an opportunity to partner with APPA as it relates to ASHRAE's eLearning courses.

Mr. Macauley expressed his opinion that eLearning partnerships could be a discussion. He suggested that APPA could offer value on the technical side.

Mr. Boyce reported that universities have been using BEQ successfully, both in training and providing lists of improvements. He expressed his opinion that incorporating BEQ into APPA's building performance indicators as a tool to register and rate buildings within their program.

Mr. Macauley suggested that university use of BEQ could be a great opportunity to engage ASHRAE Student Branches in that work as well. He expressed his opinion that the proposed MOU and work plan presented a lot of opportunities and leadership should consider engaging ASHRAE and APPA staff to discuss income generating collaboration opportunities.

Mr. Conlan moved and Ms. Maston seconded that

6. ExCom accept and approve the revised APPA Work Plan, included in ATTACHMENT E.

MOTION 6 PASSED (Unanimous Voice Vote, CNV).

LIAISON REPORTS

UNEP

Mr. Wentz reported. The full report was attached to the agenda and shown on screen.

Mr. Wentz reported that the 2024-25 UNEP work plan was nearing completion and would likely be completed by December 31, 2025.

He reported that Jim Wolf would be taking his place as the UNEP liaison in the upcoming Society Year. Work on the next work plan had already begun and would be another two-year plan. A revised staff impact plan would also be developed and distributed with the new work plan at the 2026 Winter Conference.

He reported that translation of Society's Energy Efficiency Literacy (EEL) course into Spanish and French had been completed and uploaded to the ASHRAE-UNEP portal. The initiative was jointly funded by ASHRAE and UNEP.

He reported that the Accessing RAC Plant Sustainability project was launched after the completion of a series of pilot programs.

Mr. Knight thanked Mr. Wentz for his great work.

Mr. McQuade suggested that there may be an opportunity to engage with UNEP from an IEQ standpoint on the new work plan.

Mr. Rakheja asked if there had been any discussion of expanding Society's relationship with UNEP. Mr. Wentz responded that work was currently being done with a program directly tied to the Montreal Protocol. He reported that recommendations were requested and received on areas where the relationship can be expanded. There will be opportunities to expand the relationship between the two organizations with the new work plan.

Mr. Wentz reported that there had been great success with the current work plan, and he expressed his opinion that both organizations were pleased. He suggested that energy efficiency and IEQ could be areas for additional collaboration.

Mr. Wolf will investigate opportunities to expand ASHRAE's relationship with UNEP into other areas; for example, energy efficiency and IEQ.

AI - 7**IFHE**

Mr. Wentz reported on his interactions with IFHE. He reported that he was requesting approval of a new MOU with IFHE.

Mr. Vernon of IFHE stated that IFHE had approved the new MOU and a small committee was working to develop a work plan. He expressed his commitment to making meaningful progress.

Mr. Vernon reported that the work plan focuses on exchanging educational resources and an ASHRAE speaker is already lined up as part of an ongoing monthly series; a slot is scheduled for ASHRAE to present at the 2026 IFHE international conference in New Orleans and it would be great if there were a designated ASHRAE presentation; open to other collaboration opportunities as well.

He reported that IFHE launched a recognition program for healthcare organizations that had been successful in decarbonization and there is an appetite for ASHRAE to partner with IFHE in order to make the program more robust.

It was suggested that an addendum could be added to ASHRAE decarbonization design guidance to expand guidance outside of the US.

It was reported that ASHE was contacted to ensure that ASHRAE's relationship with IFHE would not compromise Society's relationship with ASHE. Mr. Vernon advised that ASHE would be welcomed to the table to support ASHRAE's work with ASHE.

It was moved and seconded that

7. ExCom recommends that the Board of Directors approve a new Memorandum of Understanding (MOU) with IFHE, included in ATTACHMENT F.

MOTION 7 PASSED (Unanimous Voice Vote, CNV).

STRATEGIC PLAN IMPLEMENTATION

Mr. Knight reported that the Planning Subcommittee of the Finance Committee received feedback from each of the councils and pertinent committees regarding their intended expenditure timelines for the 2025-28 Strategic Plan.

Ms. Maston reported that the outreach effort was to determine what the standing committees were anticipating needing for strategic plan implementation. Many groups reported back that it would be business as usual, but others had specific initiatives planned. She reported that a more detailed plan will be requested from each of the three councils; standing committees that don't report to a council have been asked to submit detailed plans as well.

Mr. McQuade complimented Mr. Austin for gathering this important information. He expressed his opinion that it was important to get things moving as the new plan is a three-year term as opposed to five.

Mr. Fulk reported that specific dollar amounts had not yet been identified; and there was a strong possibility that some initiatives would be covered by existing budgets.

CARBON OFFSET PURCHASES

The full report on carbon offset purchases from Sustainable Travel International was attached to the agenda and shown on screen.

Mr. Knight reported that Ms. Smith did an excellent job of collecting and tracking the necessary information from expense reports. He stated that the report provided showed what carbon offsets had been purchased throughout the Society Year.

Mr. Littleton reported that carbon offsets were purchased for the three senior officers and himself. Is it the will of ExCom to continue purchasing carbon offsets moving forward?

Mr. McQuade stated that purchasing carbon offsets was done as part of Society's overall carbon analysis. He suggested that carbon offset purchases should be continued as part of Society's ongoing decarbonization efforts.

Mr. Conlan suggested that carbon offset purchases for all ExCom members be considered.

Mr. McQuade will investigate if carbon offset purchases should continue and, if so, who they should be purchased for.

AI - 8

REPORTS OF OFFICERS' CRC AND INTERSOCIETY VISITS

Mr. Knight reported that he would not be making a report at this time. However, he would have an 18-page report with an executive summary that would be attached to the Sunday BOD agenda and he would report on his travel and activities at that time.

The group was reminded that AASA would not be meeting in Phoenix because they met in Milan instead. There were around 25 people in attendance in-person and another 12 online.

Officers reported on their recent travel. A summary of those reports is below:

(Ms. Maston) Attended CSX conference in April with Mr. Conlan, where both presented. Also attended Region XI CRC in Portland.

(Mr. Fulk) Made two trips in April. The first was to Greenbuild in Halifax; an excellent conference with scheduled networking times. Region XI regional planning was conducted alongside this conference.

Also attended the Region VIII CRC in Tulsa. The Region did a great job and conducted a flawless CRC. All chapter workshops were conducted online; each workshop had representations from every chapter. In lieu of conducting on site CRC training, workshops were held to discuss best practices. This change was productive and well received; he suggested it could be a viable model moving forward.

(Mr. Conlan) Attended the Region VI CRC. Reports are still coming in because some training was conducted before the CRC and some was conducted after. He reported that there was an extremely effective exchange of ideas at the CRC.

(Mr. McQuade) Attended the UNEP meeting, which was reported on earlier in the meeting.

Attended CLIMA in Milan which was jointly sponsored by iCARR and REHVA. There were a lot of opportunities for collaboration with the individual organizations' research; good opportunity to collaborate internationally.

Agreed that the Region VIII CRC in Tulsa was fantastic.

Also attended the Portland CRC. The host chapter is a very young group (almost all of the Chapter leadership are YEA members) and they did a fantastic job. They had some financial struggles related to hosting the CRC but those are being addressed.

(Mr. Sekhar) Attending CRCs in Regions II, V, XIII, and XV. What really stood out were the industry roundtables, where workforce development was a common theme.

Attended the Vietnam Chapter inauguration. The new chapter has tremendous potential with young members that can contribute meaningfully to Society.

(Mr. Abellon) Agreed that the group organizing the Region XI CRC did a nice job.

There was a lot of discussion at the industry roundtable on members requesting resources and data that ASHRAE provides. There was consensus that gathering this information was cumbersome and could be more easily accessed on third-party sites.

(Mr. Littleton) Chaired the HVAC Alliance meeting, which was held at the Daikin Technology Park, just outside of Houston. The meeting was a great opportunity to connect with participating organizations and with Daikin. Daikin organized a factory tour, a tour of the Houston Astros stadium (Daikin Park), and facilitated a two-hour discussion with attendees.

The day after the Daikin tours, the typical HVAC Alliance meeting was conducted.

The next HVAC Alliance meeting will be held in Halifax.

LIAISON REPORTS

NBI

Mr. Schwedler reported on his liaison activities with NBI. The full report was attached to the agenda and was shown on screen.

He reported that work with NBI was beginning to gain traction. He requested that ExCom provide feedback on specific strategic initiatives that should be emphasized.

Mr. Knight thanked Mr. Schwedler for his work to keep the relationship with NBI moving forward.

NEW BUSINESS**CRC REQUEST PROTOCOLS**

Ms. Denton provided an update on the scheduling of CRCs. She reported that Regions have an assigned week, but they are allowed to set their CRC on a different date if they want or need to. When a Region opts to select a different date, and if there are multiple CRC that same week, they are advised that a senior officer may not be able to attend.

Mr. Abellon stated that there were Regions that have stuck with their target week and have not had a senior officer attend their CRC. He suggested that was something to be mindful of when the officer CRC schedule was developed. He stated that certain Regions really enjoy having a senior officer attend their CRC.

Mr. McQuade stated that for several years in a row, there have been four or more CRCs on the same weekend and junior officers have been asked to participate. Determining how to prioritize senior officer attendance at CRCs is difficult. For upcoming CRCs, he reported that he tried to schedule members of ExCom to attend their home CRC.

He suggested that there might be a need for more communication from staff when there are multiple CRCs on the same week or weekend.

Ms. Maston suggested that hotel contracts greatly influenced when a CRC was scheduled and she did not think it was reasonable for a Region to be told they cannot move from their target week. She expressed her opinion that the CRC schedule was more of a first come, first served basis.

Mr. McQuade suggested that a Society-wide calendar with other important dates and conferences could be developed.

INFORMATION ITEMS**2025-26 CRC SCHEDULE**

Mr. Knight reported that the 2025-26 CRC schedule was attached to the agenda for review and reference.

UPDATED PUBLIC POLICY ISSUE BRIEFS (PPIBs)

Mr. Knight reported that updated PPIBs were attached to the agenda for ExCom's review and reference.

UPCOMING MEETINGS

Mr. Knight reported that the Wednesday, June 25 meeting would be a continuation of this meeting.

It was reported that the July 8 conference call would be held if there was unfinished or new business that ExCom needed to address. This meeting would be the first meeting of the 2025-26 Executive Committee.

EXECUTIVE SESSION

Executive session was called at 12:13 pm.

Open session reconvened at 12:55 pm.

The meeting recessed at 12:55 pm on June 21, 2025.

The meeting reconvened at 7:35 am on June 25, 2025.

VALUE STATEMENT

Mr. Knight read the value statement and advised that the full code of ethics, core values and diversity statements were available online.

ROLL CALL/INTRODUCTIONS

Roll call was conducted; members, guests, and staff were in attendance as noted above.

REVIEW OF MEETING AGENDA

Mr. Knight reviewed the remaining items on the meeting agenda. There were no changes or additions.

MOU UPDATES**MOU STRATEGY**

Conversation of a revised MOU strategy resumed.

It was moved and seconded that

8. ExCom recommends to the Board of Directors that Society modify its MOU strategy and update the MOU template to:
 - Remove the three-year expiration term.
 - Develop work plans and assign a liaison for organizations that Society wants to collaborate with more closely.

It was reported that the BOD was advised at the Sunday meeting that this motion would be submitted for their consideration at the Wednesday BOD meeting.

He reported that, in the past, ExCom implemented various strategies for Society's MOU portfolio; despite those best efforts, discussions of how to best maximize the interests of Society, manage relationships and collaborations with other organizations, and maximize staff and volunteer efforts, have continued.

The recommendation to the BOD would eliminate the need for ExCom to continuously review and renew MOUs; would also free up staff and volunteer time by prioritizing high collaboration MOUs through the development of work plans and assigning of liaisons to monitor and champion those relationships.

If approved, staff would be empowered to correspond with organizations with expired MOUs (approximately 26 at this time) to request a renewed MOU on the revised template. If those organizations decline or do not respond, those MOUs would be considered retired.

MOTION 8 PASSED (5:1:0, CNV).

REPORTS OF BODIES REPORTING TO EXCOM

PEAC

Mr. McQuade reported on behalf of PEAC. There was no written report.

He reported that he recognized PEAC members and handed out thank you notes to the group. After everyone was recognized, the meeting transitioned to Ms. Maston's PEAC.

Ms. Maston reported that the Society Theme for her Presidential Year would focus on existing buildings. She reported that the group received a great presentation from Dr. Alexander, the lead investigator on the education through gamification proposal.

She reported that the goal is to have a provable concept by the end of the summer and that there would be monthly meetings until that goal is reached.

There would also be a focus placed on engaging code officials and communicating with utilities.

She reported that the group was off to a good start, and she was looking forward to a great year.

AASA

Mr. Knight reported on behalf of AASA. The report, submitted by Mr. Olesen, was attached to the agenda and shown on screen.

Mr. Knight reported that he attended the AASA meeting in-person; there was good discussion and a great venue.

He reported that AASA was working on a refrigeration topic to be presented jointly with AASA, UNEP, and IIR at the Las Vegas meeting.

LIAISON REPORTS

IEA-EBC

It was reported that the IEA-EBC MOU needed to be renewed. There was consensus that the IEA-EBC MOU would be handled per the new MOU strategy.

RMI

Mr. McQuade reported that he had two meetings with RMI. He suggested that two areas of cooperation for the organizations could be decarbonization and residential buildings.

He reported that RMI was interested in working with CEBD, possibly in a liaison type role. A liaison was suggested by the CEBD for RMI's consideration.

NEW BUSINESS**IAQ STANDARDS DEVELOPMENT**

Mr. Bahnfleth reported that he participated in a seminar with the incoming president of AIHA, Nancy McClellan. He had the opportunity to speak with her after the presentation, and she expressed interest in the possibility of partnering with Society on an IAQ Standard. He suggested that this partnership could grow Society's relationship with AIHA and could help get 241 incorporated. It was suggested that Development could be helpful in identifying funding.

It was asked what the document would address.

Mr. Bahnfleth responded that 241 defines how a building should be operating in infection risk management mode, but it does not define what the trigger is; this is a question that comes up frequently and this collaboration would provide guidance on when to use infection risk management mode in a building. This would be parallel guidance or informative index material to Standard 241 that Society could endorse or co-sponsor.

He reported that if ExCom agrees, he could work directly with AIHA to put together a plan and determine if there will be a fiscal impact.

Mr. McQuade advised that he would be available to participate as needed.

There was consensus that Mr. Bahnfleth should move forward as suggested.

EXECUTIVE SESSION

Executive session was called at 8:00 am.

Open session reconvened at 9:00 am.

ADJOURNMENT

The meeting adjourned at 9:00 am.



Jeff H. Littleton, Secretary

ATTACHMENTS:

- A. Updated Finance Committee and FY25-26 Budget Approval
- B. Proposed IIAR MOU and Work Plan
- C. Proposed New Public Policy Priorities for SY25-26
- D. Proposed CONFEA MOU and Work Plan
- E. Proposed APPA Work Plan
- F. Proposed IFHE MOU

REPORT TO BOARD OF DIRECTORS
From Finance Committee
June 20, 2025

Recommendations for BOD Approval:

1. Motion: Finance Committee recommends to the Board of Directors that the FY25-26 draft budget for the General Fund, inclusive of council budgets, showing revenues of \$30,399,700 and expenses of \$30,385,700 be approved. **(Attachment A)**

Background: Finance Committee makes its recommendation based on a three-year budget cycle. Member programs can then be included in each budget year despite fluctuations in revenue streams. For 2023-24, 2024-25, 2025-26, the surpluses/(deficits) are \$245,500, \$97,100, and \$14,000, respectively. The surplus/(deficit) for the three years combined nets a surplus of \$162,300. The committee will continue to look at the budgets in two to three-year increments watching trends and cycles to balance protection of Society's assets with providing member benefits. (Motion passed 6-0-0-1 CNV)

2. Motion: Finance Committee recommends to the Board of Directors that the FY25-26 draft budget for the Research Fund showing total revenues and expenses of \$4,912,000 be approved. **(Attachment B)**

Background: The Research Fund proposed budget includes a transfer of 4% of the Research Reserve Fund portfolio value of as of 5/31/25, based on the needs of Research Administration Committee. The Rules of the Board require a minimum transfer of 4% of the portfolio value, and the Finance Committee may recommend a higher percentage up to 10% of the Research Reserve Fund portfolio value provided that the assets in the Research Reserve Fund are at least equal to the annual Research Fund expenditures. (Motion passed 6-0-0-1, CNV)

3. Motion: Finance Committee recommends to the Board of Directors that they approve a discretionary capital expenditure budget of \$200,000 for fiscal year 2025-26.

Background: Capital expenditure budget historically includes the purchase of assets used in operations at ASHRAE HQ Expenditures (computers, IT equipment, etc.). (Motion passed 6-0-0-1, CNV)

4. Motion: Finance Committee recommends to the Board of Directors (BOD) to transfer \$1 million from the General Reserve Fund to the Future Fund.

Background: The balance of the General Reserve Fund on May 31, 2025 is at \$21.2 million and 2/3 of the average of the normalized General Fund is approximately \$19,000, leaving an excess of \$2.2 million. (Motion Passed 6-0-0-1, CNV)

Information Items:

5. Finance Investment Subcommittee discussed reserve investment results through Q12025 and May 31, 2025. The General Reserve Fund as of May 31, 2025, had total assets of \$21.2 million. The General Reserve Fund represents 112% of the average of the normalized General Fund total expenses for the last three years (2023-2024 through 2025-2026). The ROB targets a General Reserve Fund balance that is between 1/3 and 2/3 of a typical annual General Fund total expense. The Research Reserve Fund as of May 31, 2025 had total assets of \$8.0 million. There is no ROB target range established for the Research Reserve Fund. Over the last 12 months through May, the General and Reserve Funds are up 8.9% in value.

6. MBOs:

- 1) Review new BOD member financial training – assess if further training is warranted. – New slides were developed but new BOD members need to utilize Finance Reference Manual and dashboard training (BOD basecamp). – Complete
 - 2) Training to Councils/standing committees on financial dashboards and project valuation tools – New training documents were distributed to the councils and dashboard training video was uploaded to basecamps – Complete.
 - 3) Training for Chapter Treasurers – Updated trainings were uploaded in early FY24-25 but further work will be needed for consistency and training oversight – Complete.
 - 4) Worked closely with MMAH on new dues structure; will be voted on by membership by ballot – Complete
 - 5) Require DL/CRC travel use ASHRAE's travel service and create training videos – Determined videos aren't necessary as they would cover the same material as already developed Powerpoint; This presentation will be made available using ASHRAE website and hopefully ATC website – Complete.
 - 6) Define Future Fund investment strategy and document for BOD – Approved BOD motions at the Winter Meeting 2025 – Complete.
7. Finance Committee reviewed and discussed a referral motion from the Houston Chapter, Region VIII recommending to make chapter dues mandatory instead of optional. Currently, ASHRAE chapter dues are optional and the Chapter feels this revenue would be useful to offset the cost of Chapter meetings. Finance Committee voted to defeat this motion (Motion 0-6-0-1, CNV) and recommends this motion not be referred to the Board of Directors as this would be burdensome and unfair to members that aren't active and could contribute to members not renewing their Society membership.
8. Finance Committee reviewed and discussed a referral motion from the Monterrey Chapter, Region VIII, recommending that ASHRAE HQ collect regional assessments at the time of membership renewal. Currently, ASHRAE Regions who decide to charge a regional assessment to each member in their Region must invoice the chapters and collect on their own. Finance Committee voted to defeat this motion (Motion 0-6-0-1, CNV) as this shifts the burden of regional assessment from the chapter to the members and each region has their own decision process annually on how much and if to collect.
9. Finance Committee discussed and reviewed proposed modifications to ASHRAE Travel Policy. It was determined that proposed wording was still confusing and members will work closely with Craig Wright and present changes to Finance Committee at the next meeting.

Sarah E. Maston

Date: June 20, 2025

Sarah E. Maston, Chair

ASHRAE GENERAL FUND FY24-25 FORECAST VS. FY25-26 BUDGET

| | Budget FY2024-2025 | Forecast FY2024-2025 | DRAFT Budget FY2025- 2026 | Difference Increase (Decrease) |
|------------------------------------------------|-----------------------|-------------------------|---------------------------------|--------------------------------------|
| REVENUES | | | | |
| 31 Membership Dues | \$ 8,844.3 | \$ 9,144.3 | \$ 9,354.6 | \$ 210.3 |
| 32 Publication Sales | \$ 4,063.6 | \$ 3,764.5 | \$ 3,938.2 | \$ 173.7 |
| 34 Advertising Income - Print | \$ 2,343.0 | \$ 2,152.1 | \$ 2,175.5 | \$ 23.4 |
| 34 Advertising Income - Non-Print | \$ 1,250.0 | \$ 875.0 | \$ 875.0 | \$ - |
| 35.1 Meetings/Conferences Registration | \$ 2,217.9 | \$ 2,504.2 | \$ 2,656.7 | \$ 152.5 |
| 35.2 Certification Registration | \$ 350.0 | \$ 420.0 | \$ 450.0 | \$ 30.0 |
| 35.3 Education Registration | \$ 2,040.0 | \$ 2,120.2 | \$ 2,217.5 | \$ 97.3 |
| 36 Grant Income | \$ 939.2 | \$ 268.3 | \$ 910.8 | \$ 642.5 |
| 37 Special Project Income | \$ - | \$ - | \$ - | \$ - |
| 38 Contribution Income | \$ 43.8 | \$ 34.4 | \$ 41.0 | \$ 6.6 |
| 41.1 AHR Exposition Income | \$ 6,500.0 | \$ 6,737.3 | \$ 7,100.0 | \$ 362.7 |
| 41.2 Contributions and Matching Gifts | \$ (1,178.0) | \$ (1,138.8) | \$ (1,145.9) | \$ (7.1) |
| 41.3 Exposition Income - Mexico | \$ - | \$ - | \$ 450.0 | \$ 450.0 |
| 44 Reserve Transfers | \$ 130.0 | \$ 397.5 | \$ 456.0 | \$ 58.5 |
| 46 Sponsorship Income | \$ 527.0 | \$ 603.0 | \$ 560.0 | \$ (43.0) |
| 46 Miscellaneous Income | \$ 379.0 | \$ 473.6 | \$ 360.3 | \$ (113.3) |
| TOTAL REVENUES | \$ 28,449.8 | \$ 28,355.6 | \$ 30,399.7 | |
| EXPENSES: | | | | |
| 51 Salaries | \$ 10,768.8 | \$ 10,917.0 | \$ 11,371.2 | \$ 454.2 |
| 52 Payroll Taxes, Benefits, Personnel | \$ 3,371.9 | \$ 3,280.1 | \$ 3,582.8 | \$ 302.7 |
| 61 Publishing | \$ 1,273.8 | \$ 1,182.5 | \$ 1,323.1 | \$ 140.6 |
| 62 Promotion (All Depts) | \$ 1,286.7 | \$ 1,195.6 | \$ 1,243.3 | \$ 47.7 |
| 64 Meetings/Conferences | \$ 2,644.9 | \$ 3,004.7 | \$ 3,120.0 | \$ 115.3 |
| 64 Education Courses/Trainings | \$ 700.5 | \$ 729.8 | \$ 729.3 | \$ (0.5) |
| 66 Travel | \$ 2,247.4 | \$ 2,343.3 | \$ 2,451.8 | \$ 108.5 |
| 68 Awards, Certif, Logo Cost of Goods Sold | \$ 140.6 | \$ 131.1 | \$ 140.4 | \$ 9.3 |
| 71 Research Projects & Grants | \$ 174.7 | \$ 174.7 | \$ 175.0 | \$ 0.3 |
| 73 Special Projects | \$ - | \$ 24.9 | \$ 276.0 | \$ 251.1 |
| 76 Public Relations | \$ 70.5 | \$ 58.3 | \$ 72.6 | \$ 14.3 |
| 78 Occupancy & Insurance | \$ 912.2 | \$ 909.1 | \$ 871.1 | \$ (38.0) |
| 82 Office Expense and Organizational Dues | \$ 1,432.6 | \$ 1,516.6 | \$ 1,548.4 | \$ 31.8 |
| 84 Outside Services | \$ 2,214.2 | \$ 2,435.8 | \$ 2,399.8 | \$ (36.0) |
| 84 Grant Expenses | \$ 549.9 | \$ 131.0 | \$ 549.8 | \$ 418.8 |
| 88 Other Expenses | \$ 653.8 | \$ 552.8 | \$ 684.4 | \$ 131.6 |
| 90 Depreciation | \$ 897.7 | \$ 766.3 | \$ 770.0 | \$ 3.7 |
| 91 Allocation of Overhead & BOD | \$ (899.3) | \$ (900.9) | \$ (923.3) | \$ (22.4) |
| TOTAL EXPENSES | \$ 28,440.9 | \$ 28,452.7 | \$ 30,385.7 | |
| SURPLUS (DEFICIT) before reserve income | \$ 8.9 | \$ (97.1) | \$ 14.0 | |

ASHRAE RESEARCH FUND FY24-25 FORECAST VS. FY25-26 BUDGET

| | Budget FY2024-2025 | Forecast FY2024-2025 | DRAFT Budget FY2025-2026 | Difference Increase (Decrease) |
|--------------------------------------------|-----------------------|-------------------------|--------------------------------|--------------------------------------|
| REVENUES | | | | |
| 31 Membership Dues | \$ 180.3 | \$ 180.3 | \$ 190.4 | \$ 10.1 |
| 38 Contribution Income | 1,967.7 | 1,967.7 | 2,031.9 | 64.2 |
| 41.2 Contributions and Matching Gifts | 1,500.0 | 1,500.0 | 1,500.0 | - |
| 44 Reserve Transfers | 280.0 | - | 1,190.0 | 1,190.0 |
| TOTAL REVENUES | \$ 3,928.0 | \$ 3,648.0 | \$ 4,912.3 | |
| EXPENSES: | | | | |
| 51 Salaries | \$ 633.4 | \$ 633.4 | \$ 602.3 | \$ (31.1) |
| 52 Payroll Taxes, Benefits, Personnel | 184.4 | 188.3 | 187.2 | (1.1) |
| 61 Publishing | 6.8 | 6.8 | 7.0 | 0.2 |
| 62 Promotion (All Depts) | 10.5 | 10.5 | 10.8 | 0.3 |
| 64 Meetings/Conferences | 21.0 | 21.0 | 21.6 | 0.6 |
| 66 Travel | 97.3 | 97.3 | 100.3 | 3.0 |
| 68 Awards, Certif, Logo Cost of Goods Sold | 16.2 | 16.2 | 16.6 | 0.4 |
| 71 Research Projects & Grants | 1,908.9 | 1,623.5 | 2,888.5 | 1,265.0 |
| 76 Public Relations | 0.3 | 0.3 | 0.3 | - |
| 82 Office Expense and Organizational Dues | 70.1 | 70.1 | 72.2 | 2.1 |
| 88 Other Expenses | 79.8 | 79.8 | 82.2 | 2.4 |
| 91 Allocation of Overhead & BOD | 899.3 | 900.8 | 923.3 | 22.5 |
| TOTAL EXPENSES | \$ 3,928.0 | \$ 3,648.0 | \$ 4,912.3 | |
| SURPLUS (DEFICIT) before reserve income | | \$ - | \$ - | |

CEBD

CEBD



Memorandum of Understanding Between ASHRAE and International Institute of Ammonia Refrigeration (IIAR)

Founded in 1894, ASHRAE, Atlanta, Georgia serves humanity by advancing the arts and sciences of heating, ventilation, air-conditioning, refrigeration and their allied fields. The ASHRAE vision is a healthy and sustainable built environment for all.

Founded in 1971, IIAR is a nonprofit organization based in Alexandria, Virginia, USA that provides advocacy, education, and standards for the benefit of the global community in the safe and sustainable design, installation and operation of ammonia and other natural refrigerant systems.

ASHRAE and IIAR agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together toward the following activities and goals:

CONSISTENT LEADERSHIP COMMUNICATION

Recognizing the importance of communication in organizational collaboration, both organizations commit to holding at least one annual liaison meeting (either in person or via conference call) of designated ASHRAE & IIAR senior representatives to:

- Ensure ongoing advancement of collaborative projects.
- Keep each respective organization informed of major initiatives.
- Discuss new opportunities for collaboration.
- Provide and update primary organization contacts and confirm two (2) complimentary memberships for each other's organization.

Action items with assigned responsibilities shall be recorded at each meeting. The parties responsible for ensuring this MOU is actively pursued through the term of the agreement are:

For ASHRAE:

For IIAR:

| | |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| NAME Position XXXX [ADDRESS] [ADDRESS line 2] Phone: Cell: Email: | Gary Schrift President IIAR 1001 N. Fairfax St., Suite 503 Alexandria, VA 22314 Tel: 703-312-4200 Email: gary_schrift@iiar.org |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|

CONFERENCES AND MEETINGS

Each organization agrees to provide the other with a meeting invitation and two (2) complimentary VIP registrations to the primary annual meeting.

ASHRAE and IIAR agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

CHAPTER COLLABORATION

ASHRAE and IIAR agree to coordinate promotion of joint grassroots meetings of respective members. Combined annual or biannual meetings and/or seminars will be considered as one way to accomplish this objective.

ADVOCACY

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and IIAR agree to work together on common public affairs goals and ideologies. During annual liaison meetings, public affairs strategies will be discussed, and common goals will be identified.

ASHRAE and IIAR agree also to promote the other organization's events, publications, and other activities.

PUBLICATIONS

Recognizing that electronic publications are a primary means of disseminating new technologies, trends, and practices, ASHRAE and IIAR agree to:

- Provide at least one complimentary subscription, via email, of the primary membership online periodical to be sent to the email addresses designated by the other organization.
- When mutually beneficial, provide interorganizational sales promotion of materials, publications, and training offered by the other organization, typically by linking to the other organizations website, but also via individual promotional emails or social media posts.
- Explore mutually beneficial ways to translate publications, if applicable, for member benefit.

EDUCATION

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective members, ASHRAE and IIAR agree to:

Memorandum of Understanding between XXXX and the International Institute of Ammonia Refrigeration (IIAR)-
YEAR

- Cross-market educational offerings at the regional, national, and international levels.
- Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complimentary expertise between ASHRAE and IIAR.
- Discuss ways that certifications programs can be jointly developed or promoted.

TECHNICAL ACTIVITIES COORDINATION

ASHRAE and IIAR agree to foster technical cooperation in areas of common interest by:

- Encouraging members in each organization to participate on technical committees and task forces.
- Providing opportunities to participate in and comment on proposed standards, guidelines, policies, and position statements developed on technical subjects as they relate to buildings and community developments.
- Establishing liaison representatives to key technical committees where mutually beneficial to do so.

RESEARCH

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and IIAR agree to:

- Promote research in areas where research results will add to the body of knowledge in industrial and commercial refrigeration design, efficiency, application and safety;
- Disseminate research results quickly, focusing on high-impact findings; and,
- Identify opportunities for research funding from other sources.

COPYRIGHT PROTECTIONS

Copyrighted material produced by each organization will be subject to the following terms and conditions.

For IIAR:

- (i) IIAR is the copyright owner of its Standards, publications, and educational material. Therefore, these materials are copyright-protected materials; and shall not, in whole or in part, be reproduced, copied, or disseminated; or otherwise utilized without the prior written consent of IIAR.
- (ii) All restrictions apply in regards of copyright laws and regulations, in the United States of America and Internationally. Therefore, providing access to IIAR copyrighted material to XXXXX does not yield to any copyright assignment or license.
- (iii) If utilized by ASHRAE, every sheet of published copyrighted material must be stamped with the following legend: "*This document has been provided by IIAR for exclusive use of ASHRAE.*"

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YEAR

It shall not be copied or distributed by other means to other parties without the written permission of IIAR."

- (iv) If copyright infringement occurs, resolution will be pursued in the United States, and is bound to U.S. law and U.S. courts.

For ASHRAE:

- (i) ASHRAE is the copyright owner of its technical publications and educational material. Therefore, these materials are copyright-protected materials; and shall not, in whole or in part, be reproduced, copied, or disseminated; or otherwise utilized without the prior written consent of ASHRAE.
- (ii) All restrictions apply in regards of copyright laws and regulations, in the United States and internationally. Therefore, providing access to ASHRAE copyrighted material does not yield to any copyright assignment or license.
- (iii) If utilized by IIAR, every sheet of published copyrighted material must be stamped with the following legend: *"This document has been provided by ASHRAE for exclusive use of IIAR. It shall not be copied or distributed by other means to other parties without the written permission of ASHRAE."*

Infringement of copyright protections by either party will terminate this MOU immediately.

TERMINATION

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days written notice of intent to terminate.

TERM

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time by written agreement.

LEGAL STANDING

This MOU reflects a commitment by ASHRAE and IIAR to continue and enhance their working relationship and individual efforts toward achieving mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship, or similar relationship between ASHRAE and IIAR. Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

FOR ASHRAE

Printed Name/Title

Signature

Date

Printed Name/Title

Signature

Date

FOR IIAR

Gary Schrift, President _____
Printed Name/Title

Signature

Date

XYZ, Chairman _____

Printed Name/Title

Signature

Date

[LOGO HERE]

IIAR and ASHRAE
2025 – 2028 Work Plan
to Support the
2025 Memorandum of Understanding

These two organizations signed a Memorandum of Understanding (MOU) in June/2025 at the Summer Meeting. This MOU is an agreement to advance and promote the mutual interests of their respective members. This Work Plan outlines specific activities the organizations agree upon to implement the goals of the MOU. The organizations will review and update this Work Plan quarterly.

| ACTIVITY/TASK | RESPONSIBLE PARTY | TIMING | STATUS and COMMENTS |
|-------------------------------------------------------------------------------------|-------------------|-------------------|----------------------------------------------------|
| COMMUNICATION AND MEETINGS FOR THE MOU | | | |
| | Both | April – June 2025 | Gary Schrift, Doug Scott and Don Brandt |
| 1. CONFERENCES AND MEETINGS | | | |
| Attending Annual Conference | Both | Annually | Joint Attendance at both conferences |
| 2. PUBLICATIONS, COMMUNICATIONS and EDUCATION | | | |
| Joint Refrigeration Standard | Both | Future | |
| 3. TECHNICAL ACTIVITIES COORDINATION | | | |
| Door Infiltration Project | Both | Currently | Eric Smith (IIAR) is working with Steve Hammerling |
| 4. POLICY AND ADVOCACY | | | |
| Support implementation of low GWP Refrigerants Worldwide. Workforce Development. | Both | Currently | |

KEY CONTACTS FOR WORKPLAN

| | | | | | |
|------------------------------|--|--|--|--|--|
| Organization 1 Leads: | | | | | |
| MOU Executive Oversight | | | | | |
| MOU Project Manager | | | | | |
| Conferences and Meetings | | | | | |

| | | | | | |
|---------------------------------------------|-----------|-----------|----------------------------------------|------------------------------------------------------------------|----------------|
| Publications, Communications, and Education | | | | | |
| Technical Activities Coordination | | | | | |
| Policy, Government Affairs, and Advocacy | | | | | |
| Marketing and Promotion | | | | | |
| Grassroots/Chapter Outreach/Member Services | | | | | |
| Education/Publications | | | | | |
| Standards/Guidelines/Research | | | | | |
| ASHRAE Staff Leads: | | | | | |
| Executive Oversight | Jeff | Littleton | Executive VP | jlittleton@ashrae.org | 678-539-1100 |
| Board Liaison | TBD | | | | |
| Conferences and Meetings | Ragan | McChan | Senior Manager, Conference Programs | rmchan@ashrae.org | 678-539-1219 |
| Publications and Education | Mark | Owen | Director of Publications and Education | mowen@ashrae.org | 678-539-1187 |
| Technical Activities Coordination | Stephanie | Reiniche | Director of Technology | sreiniche@ashrae.org | 678-539-1143 |
| Policy, Government Affairs, and Advocacy | Alice | Yates | Director of Government Affairs | ayates@ashrae.org | (202) 833-1830 |
| Marketing and Promotion | Vanita | Gupta | Director of Marketing | vgupta@ashrae.org | 678-539-1150 |
| Grassroots/Chapter Outreach/Member Services | Lizzy | Seymour | Director of Member Services | lseymour@ashrae.org | 678-539-1104 |



Draft ASHRAE's Public Policy Priorities: SY 2025-2026

- Advance Design and Construction of Resilient Buildings and Communities

Resiliency is an important societal, economic, and technical issue that will have a major impact on how buildings are designed, renovated, operated, and kept secure. For example, the increasing threat of wildfires has led ASHRAE to produce Guideline 44-2024, *Protecting Building Occupants from Smoke During Wildfire and Prescribed Burn Events*.

A building's ability to recover and be available to occupants following natural and human-induced disasters can have widespread economic and health implications. With respect to cyber-security risks, potential consequences of compromised systems include personal trauma, lengthy power outages, and decreased ability to return facilities to their intended uses following an event. Up-to-date standards including for ventilation, pathogen mitigation, secure building automation systems, and energy conservation are essential elements of resilient buildings. Unfortunately, most states have not adopted the most recent standards and codes that are based on the latest research and technological innovation, which could make building occupants more vulnerable to disasters and disease transmission. This is also the true internationally. ASHRAE's priority is that policies affecting building design and building codes are developed and implemented by qualified engineers and HVAC&R professionals as unbiased technical experts, to advance a built environment that is as safe, efficient and resilient as possible in any part of the world.

- Promote Healthy Buildings and Reduce Disease Risk

Supporting the health and well-being of building occupants is the most important feature of the indoor environment. Providing healthy, safe and comfortable indoor environments are essential building services that must be achieved alongside energy efficiency, sustainability, and resiliency. ASHRAE recommends that policymakers incorporate by reference ASHRAE standards and guidance in legislation and policies to provide healthy levels of indoor air quality (IAQ), comprehensive thermal comfort, and environmental health-temperature and humidity; reduce the risk of airborne pathogen transmission; and decrease hazards in building water systems. At a national or subnational level, model building codes should be developed referencing ASHRAE Standards such as 62.1 (commercial ventilation and IAQ), 62.2 (residential ventilation and IAQ), 170 (ventilation of health care facilities), 241 (control of infectious aerosols), 188 and 514 (water system safety), and 55 (thermal comfort) to support healthy, safe, and comfortable indoor environments.

- Strengthen and Expand the HVAC&R Workforce

Strong education in science, technology, engineering, and mathematics (STEM) to develop the pipeline of engineers, scientists, and technicians is critical to our future well-being and standard of living. ASHRAE supports policies that strengthen STEM at all educational levels, including through use of ASHRAE's extensive educational offerings. Requiring the use of ASHRAE certification programs helps ensure professionals have the skills and knowledge to improve building performance. ASHRAE supports expanding the HVAC&R workforce pipeline by broadening the population from which engineers, scientists, and technicians are recruited, including from disadvantaged and under-resourced communities. For the existing workforce, ASHRAE supports policies to equip them with the technical skills to address the challenges and opportunities for sustainable and healthy built environments that serve humanity. To ensure buildings and their systems are designed properly, ASHRAE supports professional engineering licensure with realistic requirements.



Draft ASHRAE's Public Policy Priorities: SY 2025-2026 (page 2)

- Support Sustainable Building Practices including Building Decarbonization to Mitigate Climate Change
Buildings and their heating, ventilation, air conditioning and refrigeration (HVAC&R) systems directly and indirectly contribute to greenhouse gas (GHG) emissions. Buildings are responsible for more than 35% of global primary energy use, 60% of global electrical energy use, and nearly 40% of energy-related GHG emissions worldwide. Eliminating GHG emissions from the built environment is essential to address climate change. Doing so will require recognizing buildings in the broader context of energy resources and additional demands on the electric grid. ASHRAE is advancing additional tools to support decarbonization across a building's entire life cycle, including building design, construction, operation (including grid-interactive and smart building tools), occupancy, and end of life. ASHRAE addresses emissions from building operation as well as those embodied in building materials and the construction process.

To advance building decarbonization, ASHRAE supports government adoption of robust building standards for new construction such as [ASHRAE Standard 90.1 \(commercial\)](#), [90.2 \(residential\)](#), [90.4 \(data centers\)](#), [189.1/IgCC](#) (high-performance green buildings), and [189.3 \(high-performance health care facilities\)](#). ASHRAE supports the deployment of decarbonization technology such as next generation heat pumps, the adoption of stretch codes, building performance standards ([Standard 100](#)), electric-ready building requirements, and building benchmarking and labeling requirements. ASHRAE also supports the use of decarbonized combustion fuels and on-site carbon capture use and storage, as they become commercially available. ASHRAE recommends governments use and refer to [ASHRAE Standard 228](#) to evaluate whether a building or group of buildings meet a definition of "zero net energy" or "zero net carbon."
- Ensure the Orderly and Safe Phasedown of High-GWP HFC Refrigerants
ASHRAE supports the global phasedown of the production and consumption of Hydrofluorocarbon (HFCs) refrigerants that have high-Global Warming Potential (GWP), including through legislation, regulations, and policy. Governments are mandating the near-term use of lower GWP refrigerants, which can have some flammability. [ASHRAE Standard 15-2022](#), *Safety Standard for Refrigeration Systems*, and [Standard 34-2022](#), *Designation and Classification of Refrigerants* should be adopted quickly to help ensure the safe use of these refrigerants. Where ultra-low GWP refrigerants are being applied, ASHRAE's priority is to ensure the transition to these refrigerants is managed so that they are used safely, efficiently, and cost-effectively. ASHRAE supports research needed to achieve these objectives.
- Support Adoption of the Latest Edition of ASHRAE's Standards
Energy efficiency and resulting cost savings can be improved significantly through the adoption and effective implementation of the most recent version of [Standard 90.1](#), *Energy Standard for Sites and Buildings Except Low-Rise Residential Buildings*, which has provided the minimum requirements for energy-efficient design in the United States for 50 years. Residential buildings and data centers can also achieve improved performance, save energy costs, and reduce climate impacts when jurisdictions adopt [ASHRAE Standard 90.2](#) (residential) and [Standard 90.4](#) (data centers). The incorporation by reference of ASHRAE's most current standards in building codes, rules, regulations, and laws enhances health, efficiency, and safety in the built environment, and should be pursued. Authorities having jurisdiction should be adequately resourced and empowered to adopt and enforce the newest edition of ASHRAE standards.

MOU
Memorandum of Understanding

ASHRAE
and the
Conselho Federal de Engenharia e Agronomia (CONFEA)

Note; Action plan (Attachment A) is a part of this MOU

Founded in 1894, ASHRAE's mission statement calls for the advancement of the arts and sciences of heating ventilating, air-conditioning, and refrigeration to serve humanity and promote a sustainable world. ASHRAE, in its desire to best serve humanity by creating a more sustainable, resilient world for all, endeavors to produce a more effective and fruitful exchange of technical information, knowledge, and ideas among engineers engaged in the arts and sciences of heating, ventilation, air-conditioning, and refrigeration.

The CONFEA mission is to protect society by ensuring the legal exercise and development of the activities of professionals and companies from engineering, agronomy, and geosciences, aiming health, safety, and the protection of life.

ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together collaboratively on the following activities and goals:

- a. Facilitate communication between the two organizations;
- b. Better organize the exchange of technical information;
- c. Study the activities and norms of each organization;
- d. Evaluate the possibility of forming joint working groups;
- e. Examine cooperative opportunities for capacity building on ASHRAE standards;
- f. Explore opportunities to collaborate in the organization of technical seminars and workshops in areas of mutual interest;
- g. Promote actions with a view to facilitating the certification of CONFEA/CREA System professionals with ASHRAE;
- h. Encourage membership and participation at ASHRAE chapter meetings;

- i. Encourage and support CONFEA experts to participate in conferences and general meetings of ASHRAE for the same fees as members of ASHRAE;
- j. Form a task group/committee for ASHRAE/CONFEA collaboration in the first term; set up an inaugural meeting in 2024.

RIGHTS AND RESPONSIBILITIES OF EACH PARTY

ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) acknowledge the following and will:

- strive to collaborate and cooperate to advance the arts and sciences of the HVAC&R industry to serve humanity;
- act with honesty, fairness, courtesy, competence, inclusiveness, and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism, and diversity;
- avoid any real or perceived conflict of interest in its dealings with the Associate Society;
- endeavor to avoid unfair competition with respect to membership recruitment or revenue streams;

CONSISTENT LEADERSHIP COMMUNICATION

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold a liaison meeting annually (either in person or via conference call) of designated ASHRAE/Conselho Federal de Engenharia e Agronomia (CONFEA) - senior representatives to:

- Ensure ongoing advancement of collaborative projects.
- Keep each respective organization informed of major initiatives.
- Discuss new opportunities for collaboration.

ASHRAE/Conselho Federal de Engenharia e Agronomia (CONFEA) shall take responsibility for initiating the first annual liaison meeting. Meeting agenda/notes and action items with assigned responsibilities shall be recorded at each meeting. This first meeting will be scheduled in 2024.

CONFERENCES AND MEETINGS

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP full registrations to the primary annual meeting.

ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

ASHRAE may promote, endorse, sponsor and/or collaborate on joint conferences, seminars, forums, and other technical events if it is mutually determined that the collaboration benefits both organizations and the community as a whole.

- If it is mutually determined that ASHRAE should be involved in a joint endeavor, a business case on any particular collaboration project shall be agreed upon and balanced benefits measured. A clear statement of benefits to each organization shall be developed.
- If a local ASHRAE chapter is available, and so inclined, it shall similarly be involved in the joint endeavor and will be held to the same rights, responsibilities, and privileges as ASHRAE Society.
- If it is mutually determined that ASHRAE and/or a local ASHRAE chapter shall be involved in a joint endeavor, a detailed budget must be prepared showing all expected expenses and revenues for the endeavor. A detailed explanation of how the expenses, revenues and excess are to be divided between ASHRAE, its local chapter and the CONFEA organization shall be produced.
- If the joint activity is dependent on ASHRAE funding, the funding request shall be submitted to ASHRAE prior to the end of the preceding Society year, so that it may be included in the current year's budget.
- ASHRAE and its chapters shall comply with the requirements for product shows and equipment expositions, as outlined in the Manual of Chapter Operations (MCO)
(<https://www.ashrae.org/communities/chapters/ashrae-chapters/manual-for-chapter-operations>).

ADVOCACY

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to work together on common public affairs goals and ideologies. During annual liaison meetings, public affairs strategies will be discussed and common goals identified. Collaborative opportunities to be considered include:

- Joint promotion of codes and standards.
- Joint promotion of ASHRAE certifications.
- Promoting mutually beneficial positions during the development and passage of government policy and legislation.
- Education of lawmakers on issues important to the members of each organization.

PUBLICATIONS

Recognizing that electronic and print publications are a primary means of disseminating new technologies, trends, and practices, ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to:

- Provide at least one complimentary subscription to the primary membership periodical to be received at the headquarters location of the other organization.
- Explore opportunities to jointly produce publications of mutual benefit.
- Cross-market each organization's publications where appropriate and with industry-standard distributor discounts.
- Use periodicals to promote the other organization's events, publications, and other activities.
- Explore mutually beneficial ways to translate ASHRAE publications into other languages.

EDUCATION

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective audiences, ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to:

- Cross-market educational offerings and the regional, national, and international levels.

Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complementary expertise between ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA).

- Discuss ways that certification programs can be jointly developed, translated, or administered.

TECHNICAL ACTIVITIES COORDINATION

ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to foster technical cooperation in areas of common interest by:

- Encourage members in each organization to participate on technical committees and task forces.
- Provide opportunities to participate in and comment on proposed standards, guidelines, policies, and position statements developed on technical subjects as they relate to buildings and community developments.
- Establish liaison representatives to key technical initiatives where mutually beneficial to do so.

RESEARCH

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) agree to:

- Promote research in areas where research results will add to the built environment body of knowledge;
- Disseminate research results quickly, focusing on high-impact findings.
- Identify opportunities for research funding from other sources.

ADMINISTRATIVE CONTACTS

The administrative contacts for actions tied to this MOU shall be:

For ASHRAE:

Jeff Littleton
Executive Vice President

For Conselho Federal de Engenharia e Agronomia (CONFEA):

Flavio Henrique da Costa Bolzan
CONFEA Representative

TERMINATION

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days written notice of intent to terminate.

TERM

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time by written agreement.

LEGAL STANDING

This MOU reflects a commitment by ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA) to continue and enhance their working relationship and individual efforts toward achieving mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship, or similar relationship between ASHRAE and Conselho Federal de Engenharia e Agronomia (CONFEA). Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

FOR ASHRAE

Ginger Scoggins; President

Signature

Date

**FOR Conselho Federal de Engenharia
e Agronomia (CONFEA)**

Vinicius Marchese; President

Signature

Date

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Memorandum of Understanding</p> <p>American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)</p> <p>and</p> <p>Federal Council of Engineering and</p> | <p>Memorando de Entendimento</p> <p>Conselho Federal de Engenharia e Agronomia</p> <p>e</p> <p>Sociedade Americana de Engenheiros de Aquecimento, Refrigeração e Ar Condicionado (ASHRAE)</p> |
| QUALIFICATION OF THE PARTIES | QUALIFICAÇÃO DAS PARTES |
| <p>CONFEA</p> <p>The Federal Council of Engineering and Agronomy (Confea), a federal public agency created by Law 5194, of December 24, 1966, based at SEPN 508, Bl A, Ed. Confea, Asa Norte, CEP 70740-541, Brasília - DF, Brazil ; herein represented by its president, Eng. Telecommunications. Vinicius Marchese Marinelli,</p> <p>and</p> <p>ASHRAE</p> <p>The American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), a private law association based at 180 Technology Parkway NW, Peachtree Corners, 30092, Atlanta - GA; In this act, represented by its president M. Dennis Knight, respectively, hereinafter referred to as interested parties, resolve to enter into this Memorandum of Understanding in accordance with the legislation in force in their respective countries, and subject to the following agreed clauses and conditions:</p> | <p>CONFEA</p> <p>O Conselho Federal de Engenharia e Agronomia (Confea), autarquia federal criada pela Lei 5194, de 24 de dezembro de 1966, sediado no SEPN 508, Bl A, Ed. Confea, Asa Norte, CEP 70740-541, Brasília - DF, Brasil; neste ato representando pelo seu presidente Eng. Telecom. Vinicius Marchese Marinelli; e a</p> <p>ASHRAE</p> <p>Sociedade Americana de Engenheiros de Aquecimento, Refrigeração e Ar Condicionado (ASHRAE), associação de direito privado sediada na 180 Technology Parkway NW, Peachtree Corners, 30092, Atlanta - GA; neste ato representando pelo seu presidente M. Dennis Knight,</p> <p>respectivamente, doravante denominados partes interessadas, resolvem celebrar o presente Memorando de Entendimento em conformidade com a legislação vigente em seus respectivos países, e mediante as cláusulas e condições a seguir pactuadas:</p> |
| OBJECT | DO OBJETO |
| ARTICLE ONE | CLÁUSULA PRIMEIRA |
| <p>This Memorandum regulates the form and conditions in which the agreeing parties propose to draw up regular lines of communication and cooperation with the aim of establishing forms of training, collaboration, knowledge sharing, skills development in the various areas of engineering , and the exchange of knowledge, promoting the essential role of engineers in society.</p> <p>The forms of cooperation referred to in this clause will be, specifically:</p> <p>Establish effective cooperation between the Federal Council of Engineering and Agronomy and ASHRAE, addressing mutual development, promoting the exchange of technical knowledge, experiences and good practices;</p> <p>Identify and promote opportunities for professional improvement;</p> | <p>O presente Memorando regula a forma e as condições pelas quais as partes convenientes se propõem a traçar linhas regulares de comunicação e cooperação com o intuito de estabelecer formas de capacitação, colaboração, compartilhamento de conhecimento, desenvolvimento de habilidades nas diversas áreas da engenharia, e o intercâmbio de conhecimento, promovendo o papel essencial do engenheiro na sociedade.</p> <p>A formas de cooperação referida nesta cláusula envolverá, especificamente:</p> <p>Estabelecer uma cooperação efetiva entre o Conselho Federal de Engenharia e a Agronomia e a ASHRAE visando o desenvolvimento mútuo, promovendo a troca de conhecimento técnico, experiências e boas práticas;</p> |

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| <p>Study forms of cooperation for the certification of CONFEA/CREA System professionals with ASHRAE;</p> <p>Promote technical events, workshops, conferences and forums in areas of mutual interest and that enable the dissemination of new technologies and innovative solutions;</p> <p>Encourage and support the participation of Confea and ASHRAE representatives in conferences and meetings promoted by each party with the aim of providing updates and perspectives on technologies and trends of mutual interest;</p> | <p>Identificar e promover oportunidades de aprimoramento profissional;</p> <p>Estudar formas de cooperação voltadas para a certificação de profissionais do Sistema CONFEA/CREA com a ASHRAE;</p> <p>Promover eventos técnicos, workshops, conferências e fóruns em áreas de interesse mútuo e que possibilitem a disseminação de novas tecnologias e soluções inovadoras;</p> <p>Incentivar e apoiar a participação de representantes do Confea e da ASHRAE em conferências e reuniões promovidas por cada uma das partes com o intuito de fornecer atualizações e perspectivas sobre tecnologias e tendências de interesse mútuo;</p> |
| <p>RESPONSIBILITIES OF THE PARTIES</p> <p>ARTICLE TWO</p> | <p>DAS RESPONSABILIDADES DAS PARTES</p> <p>CLÁUSULA SEGUNDA</p> |
| <p>To achieve the objective proposed in this MOU, Confea and ASHRAE undertake to:</p> <p>Collaborate to advance the arts and sciences of the HVAC&R Industry (heating, ventilation, air conditioning and refrigeration), sustainability, decarbonization and energy efficiency;</p> <p>Encourage the exchange of information between Confea and ASHRAE;</p> <p>Provide updates and perspectives on technologies and trends of mutual interest;</p> <p>Publicize the meetings/events of the other organization and promote the participation of its professionals;</p> <p>Provide the other organization an invitation and two free VIP registrations for its annual meeting/congress;</p> <p>Discuss ways in which ASHRAE certification programs can be offered to Brazilian professionals;</p> <p>Both parties are committed to make efforts to seek synergy of actions between CONFEA's CREA youth programs and ASHRAE's "Students Branches";</p> <p>Debate proposed standards, guidelines, policies and position statements on technical issues.</p> | <p>Para a consecução do objeto proposto nesse MOU, o Confea e a ASHRAE comprometem-se a:</p> <p>Colaborar para o avanço das artes e ciências da Indústria HVAC&R (aquecimento, ventilação, ar condicionado e refrigeração), sustentabilidade, descarbonização e eficiência energética;</p> <p>Estimular a troca de informações entre o Confea e a ASHRAE;</p> <p>Fornecer atualizações e perspectivas sobre tecnologias e tendências de interesse mútuo;</p> <p>Divulgar as reuniões/eventos da outra organização e promover a participação dos seus profissionais;</p> <p>Disponibilizar para a outra organização, convite e duas inscrições VIP gratuitas para sua reunião/congresso anual;</p> <p>Discutir maneiras pelas quais os programas de certificação da ASHRAE podem ser oferecidos aos profissionais brasileiros;</p> <p>Ambas as partes se comprometem e envidar esforços para buscar sinergia de ações entre os programas CREA jovem do CONFEA e os "Students Branches" da ASHRAE;</p> <p>Debater sobre propostas de normas, diretrizes, políticas e declarações de posicionamento sobre assuntos técnicos.</p> |
| <p>MEETINGS</p> <p>ARTICLE THREE</p> | <p>DAS REUNIÕES</p> <p>CLAUSULA TERCEIRA</p> |
| <p>In order to develop and monitor the activities proposed in this MOU, the agreeing parties may meet in person or virtually, as previously agreed.</p> | <p>Com o intuito de desenvolver e acompanhar as atividades propostas nesse MOU, as partes acordantes poderão reunir-</p> |

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| | se presencialmente ou de maneira virtual, conforme convencionado previamente. |
| MONITORING ARTICLE FOUR | DO ACOMPANHAMENTO CLÁUSULA QUARTA |
| CONFEA and ASHRAE will appoint their representatives who will be responsible for executing and monitoring the activities related to this MOU. | O CONFEA e a ASHRAE indicarão seus representantes que ficarão responsáveis pela execução e acompanhamento das atividades relativas a este MOU. |
| FINANCIAL RESOURCES ARTICLE FIVE | DOS RECURSOS FINANCEIROS CLAUSULA QUINTA |
| The terms of this MOU do not imply transfer of financial resources between the organizations. Each party will bear the expenses arising from the obligations assumed respectively. | Os termos deste MOU não implicam a transferência de recursos financeiros entre as organizações. Cada parte arcará com as despesas decorrentes das obrigações assumidas respectivamente. |
| TERM AND TERMINATION ARTICLE SIX | DA VIGÊNCIA E RECISÃO CLÁUSULA SEXTA |
| This MOU will remain in force for an indefinite period of time, from the date of its signature, and may be terminated by either party, in writing, at least 30 (thirty) days in advance. | Este MOU permanecerá em vigor por tempo indeterminado, a partir da data de sua assinatura, podendo ser rescindido por qualquer uma das partes, por escrito, com, no mínimo, 30 (trinta) dias de antecedência. |
| GENERAL PROVISIONS ARTICLE SEVEN | DISPOSIÇÕES GERAIS CLAUSULA SÉTIMA |
| Other more specific proposals and agreements on issues related to the above objectives may be presented according to needs and mutual interest. Both parties will endeavor to comply with this MOU in accordance with each country's laws, regulations or government policies. Each organization will respect the other's copyright policy and may not use the other party's logos and trademarks without prior written consent. | Outras propostas e acordos mais específicos sobre questões relacionadas aos objetivos acima poderão ser apresentadas conforme as necessidades e interesse mútuo. Ambas as partes envidarão esforços para cumprir este MOU de acordo com as leis, regulamentações ou políticas governamentais de cada país. Cada organização respeitará a política de direitos autorais da outra, não podendo utilizar os logotipos e marcas registradas da outra parte sem consentimento prévio por escrito. |
| LEGAL STANDING ARTICLE EIGHT | DO FORO CLÁUSULA OITAVA |
| This Memorandum of Understanding was conceived as a dynamic document, subject to change as circumstances and priorities justify; and may be modified or amended by written agreement between the signatory organizations. Any omitted cases and existing doubts will be resolved through agreement between the parties. | Este Memorando de Entendimento foi concebido como um documento dinâmico, passível de alterações conforme as circunstâncias e prioridades o justifiquem; podendo ser modificado ou alterado por acordo escrito entre as organizações signatárias. Os casos omissos e as dúvidas |

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| <p>And, for firmness and proof that they have agreed between themselves, this Memorandum of Understanding is signed by the parties.</p> | <p>existentes serão dirimidos mediante entendimentos entre as partes.</p> <p>E, para firmeza e prova de assim haverem entre si, ajustado e acordado, o presente Memorando de Entendimento é assinado pelas partes.</p> |
| <p>By ASHRAE</p> <p>Dennis Knight</p> <p>President</p> <p>By Conselho Federal de Engenharia e Agronomia (CONFEA)</p> <p>Vinicius Marchese</p> <p>President</p> <p>Date:</p> | <p>Pela ASHRAE</p> <p>Dennis Knight</p> <p>Presidente</p> <p>Pelo Conselho Federal de Engenharia e Agronomia (CONFEA)</p> <p>Vinicius Marchese</p> <p>Presidente</p> <p>Data:</p> |

WORKPLAN

| Activity/Task | Responsible Party | Timing | Actions |
|--------------------------------------------------------------------------------------------------------|-------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Foster the institutional relationship between Confea and ASHRAE | CONFEA and ASHRAE | Continuous Activity | <p>Promoting meetings with ASHRAE representatives in Brazil and associated professionals who develop activities together with the institution.</p> <p>Participating in events/meetings promoted by ASHRAE and CONFEA.</p> <p>Organizing joint technical events aimed at professionals in the Confea/Crea System.</p> |
| Disseminate ASHRAE activities and standards to Brazilian professionals | CONFEA | Continuous Activity | Publicizing on Confea's website and social media. |
| Encourage Brazilian professionals to join ASHRAE | CONFEA and ASHRAE | Continuous Activity | Offering an opportunity to join ASHRAE with different dues for professionals to Confea/Crea System |
| Promote ASHRAE professional development programs and opportunities | CONFEA and ASHRAE | Continuous Activity | <p>Publicizing on Confea's website and social media.</p> <p>Offering certification courses with different dues for professionals of Confea/Crea System.</p> |
| Encourage the participation of professionals in seminars, congresses, and workshops promoted by ASHRAE | CONFEA | Continuous Activity | Publicizing on Confea's website and social media |
| Interact with student groups | CONFEA and ASHRAE | Continuous Activity | Promoting joint meetings and programs between Crea Jovem professionals and local ASHRAE student groups. |

PLANO DE TRABALHO

| Atividade | Responsável | Cronograma | Ações |
|-------------------------------------------------------------------------|-----------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fomentar o relacionamento institucional entre o Confea e a ASHRAE | CONFEA e ASHRAE | Atividade Contínua | <p>Promovendo reuniões com os representantes da ASHRAE no Brasil e com profissionais associados que desenvolvem atividades em conjunto com a instituição.</p> <p>Participando de eventos/reuniões promovidas pela ASHRAE e pelo CONFEA.</p> <p>Organizando eventos técnicos em conjunto voltados para os profissionais do Sistema Confea/Crea.</p> |
| Divulgar as atividades e normas da ASHRAE aos profissionais brasileiros | CONFEA | Atividade Contínua | Publicando no site do Confea e nas redes sociais |
| Incentivar a adesão de profissionais brasileiros à ASHRAE | CONFEA e ASHRAE | Atividade Contínua | Oferecendo oportunidade de associação à ASHRAE com valores diferenciados para os profissionais do Sistema Confea/Crea. |

| | | | |
|-----------------------------------------------------------------------------------------------------------|-----------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Difundir os programas e oportunidades de aprimoramento profissional da ASHRAE | CONFEA e ASHRAE | Atividade contínua | Divulgando no site do Confea e nas redes sociais. Oferecendo os cursos de certificação com valores diferenciados para os profissionais do Sistema Confea/Crea. |
| Estimular a participação dos profissionais nos seminários, congressos, e workshops promovidos pela ASHRAE | CONFEA | Atividade Contínua | Divulgando no site do Confea e nas redes sociais |
| Interagir com núcleos estudantis | CONFEA e ASHRAE | Atividade Contínua | Promovendo reuniões e programas conjuntos entre profissionais do Crea Jovem e os núcleos estudantis locais da ASHRAE. |

ANNEX 1

ASHRAE - APPA Work Plan

CONFERENCES AND MEETINGS

- ASHRAE and APPA agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.
 - Exchanges between the two organizations will be coordinated by the following:
 - An ASHRAE liaison appointed by the ASHRAE President
 - An APPA liaison appointed by the APPA CEO
 - It will be the responsibility of the two liaisons to facilitate the implementation of the Work Plan within each organization. The implementation may involve forming work groups, task forces, or other vehicles to ensure opportunities are realized.
- Share educational opportunities by announcements in each organization's publications (newsletter, webpage, Insights, etc.)
 - The liaisons to coordination.
- Examples underway
 - ASHRAE has appointed Dustan Macauley, as the liaison for 2025-2026
 - APPA has appointed Darryl Boyce to be the liaison for 2025-2026
 - APPA Spring Conference 2026 – ASHRAE presentation on ASHRAE's initiatives related to Building decarbonization or Indoor Environmental Quality.
- Examples underway

Commented [LA1]: I agree, the liaisons can/should handle this

- ASHRAE and APPA will share the list of APPA and ASHRAE chapters that may consider joint meetings with a local APPA /ASHRAE chapter/ASHRAEs.

PUBLICATIONS

- Explore opportunities to jointly produce publications of mutual benefit.
 - Review ASHRAE and APPA catalogs to find overlap and curation
 - To be coordinated by the Liaisons.
 - Industry brief in the ASHRAE Journal
 - Opportunities for ASHRAE-APPA to coordinate submissions
 - APPA newsletter – link to ASHRAE Insights, Journal, etc.
 - ASHRAE Insights – Link to APPA journal, etc.
 - APPA staff –Director of Publications, Anita Dosik
 - ASHRAE - Director of Marketing, Vanita Gupta
- Develop joint “hot topic” articles for both ASHRAE and APPA Journals, High-Performance Building magazine, etc. from Living Lab Initiative, we could consider reprinting ASHRAE Journal articles - ASHRAE Editor – [Drew Champlin](#)

 - APPA Director of Publications, Anita Dosik
 - Other magazines and publications are to be explored, such as Facility Manager Magazine
- Investigate a joint standard for the use of IOT in the built environment.
 - ASHRAE Director of Technology – Stephanie Reinich
 - APPA Contact –To be determined
- Examples underway
 - APPA committee to review the Body of Knowledge
- We could reference some publications that would be good to promote from each organization:
 - ASHRAE: We should go through the ASHRAE catalog to identify more
 - Designing for Operational Excellence
 - Decarbonization Design Guides
 - APPA:
 - TCO
 - Commissioning

□ EDUCATION –

- Cooperate to provide real-world education and experience for university students in an energy audit and assessment leading to a Building Energy Quotient (Building EQ) rating.
 - to be reviewed by the liaisons.
- Share educational opportunities by announcements in each organization’s publications (newsletter, webpage, Insights, etc.)
 - ASHRAE contact – Director of Marketing, Vanita Gupta

- APPA Contact – Sr. Director of Learning & Certification, Michelle Frederick
- Examples underway
 - Consider two one-hour educational sessions prepared by ASHRAE and one or two owner/operator sessions at the ASHRAE Annual Meeting.
 - To be coordinated by the liaisons.
 - Catalog of educational offerings reviewed by both organizations to find overlaps and potential gaps to be filled
 - ASHRAE Director of Publishing and Education, Mark Owen
 - APPA - Director of Learning & Certification, Michelle Frederick
 - Developed a one-page flyer on the Building EQ program for distribution to both organizations
 - To be coordinated by the Liaisons.
- HVAC Design courses

TECHNICAL ACTIVITIES COORDINATION

- Work together to co-author a standard on Total Cost of Ownership (TCO) that might augment APPA's existing two standards (i.e., APPA TCO 1000 and APPA TCO 2000).
- Explore opportunities to work together to enhance the operation and maintenance of facilities.
- Evaluate the use of Building EQ as a module of the FPI program, and consider the re-development of the Energy and Sustainability Tool (A benchmarking tool with a road map to improvement)

RESEARCH

- Promote research in areas where research results will add to the body of knowledge in TCO
- {Total Cost of Ownership}, Energy & Sustainability, Key Performance Indicators & Metrics; and Facilities Management Standards



Memorandum of Understanding

ASHRAE

and the

INTERNATIONAL FEDERATION OF HEALTHCARE ENGINEERS

Founded in 1894, ASHRAE's mission statement calls for the advancement of the arts and sciences of heating ventilating, air-conditioning, and refrigeration to serve humanity and promote a sustainable world. ASHRAE, in its desire to best serve humanity by creating a more sustainable, resilient world for all, endeavors to produce a more effective and fruitful exchange of technical information, knowledge and ideas among engineers engaged in the arts and sciences of heating, ventilation, air-conditioning and refrigeration.

The International Federation of Healthcare Engineering (IFHE) is a non-profit, non-governmental body established in 1970 to enable national engineering professional organizations to join in a world-wide federation. The purpose of IFHE is to encourage and facilitate exchange of information and experience in the broad field of hospital and healthcare facility design, construction, engineering, commissioning, maintenance, and estate management.

ASHRAE and IFHE agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together collaboratively on the following activities and goals:

RIGHTS AND RESPONSIBILITIES OF EACH PARTY

ASHRAE and IFHE acknowledge the following:

- ASHRAE and IFHE will strive to collaborate and cooperate to advance the arts and sciences of the HVAC&R industry to serve humanity, especially within health facilities.
- ASHRAE and IFHE 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.
- ASHRAE and IFHE will avoid any real or perceived conflict of interest in its dealings with the Associate Society.
- ASHRAE and IFHE will endeavor to avoid unfair competition with respect to membership recruitment or revenue streams

CONSISTENT LEADERSHIP COMMUNICATION

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold a liaison meeting annually (either in person or via conference call) of designated ASHRAE/IFHE- senior representatives to:

- Ensure ongoing advancement of collaborative projects.
- Keep each respective organization informed of major initiatives.
- Discuss new opportunities for collaboration.

ASHRAE shall take responsibility for initiating the first annual liaison meeting. Action items with assigned responsibilities shall be recorded at each meeting. The parties responsible for ensuring this MOU is actively pursued through the term of the agreement are:

For ASHRAE:

For IFHE:

Walt Vernon
First Vice President, IFHE
16 Piedras Negras
Santa Fe, NM 87505
walterv@mazzetti.com
+1.415.652.4222

CONFERENCES AND MEETINGS

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP registrations to the primary annual meeting.

ASHRAE and IFHE agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

ASHRAE and IFHE may promote, endorse, sponsor and/or collaborate on joint conferences, seminars, forums, and other technical events if it is mutually determined that the collaboration benefits both organizations and the community as a whole.

- Before entering into any joint endeavor, a business case on any particular collaboration project shall be agreed upon and balanced benefits measured. A clear statement of roles, responsibilities, and benefits to each organization shall be developed.

- If a local ASHRAE or IFHE chapter is available, and so inclined, it may similarly be involved in the joint endeavor and will be held to the same rights, responsibilities, obligations, and privileges as ASHRAE Society and IFHE International.
- Before entering into any joint endeavor, a detailed budget must be prepared showing all expected expenses and revenues for the endeavor. A detailed explanation of how the expenses, revenues and excess are to be divided between ASHRAE, its local chapter, IFHE, and its local chapter shall be produced.
- If the joint activity is dependent on funding from either organization, the funding request shall be submitted to that organization prior to the end of the preceding fiscal year, so that it may be included in the current year's budget.
- ASHRAE and its chapters shall comply with the requirements for product shows and equipment expositions, as outlined in the Manual of Chapter Operations (MCO) (<https://www.ashrae.org/communities/chapters/ashrae-chapters/manual-for-chapter-operations>).

ADVOCACY

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and IFHE agree to work together on common public affairs goals and ideologies. During annual liaison meetings, public affairs strategies will be discussed and common goals identified. Collaborative opportunities to be considered include:

- Joint promotion of codes and standards.
- Promoting mutually beneficial positions during the development and passage of government policy and legislation.
- Education of lawmakers on issues important to the members of each organization.

PUBLICATIONS

Recognizing that electronic and print publications are a primary means of disseminating new technologies, trends and practices, ASHRAE and IFHE agree to:

- Provide at least one complimentary subscription the primary membership periodical to be received at the headquarters location of the other organization.
- Explore opportunities to jointly produce publications of mutual benefit.
- Cross-market each organization's publications where appropriate and with industry standard distributor discounts.
- Use periodicals to promote the other organization's events, publications and other activities.
- Explore mutually beneficial ways to translate joint publications into other languages.

EDUCATION

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective audiences, ASHRAE and IFHE agree to:

- Cross-market educational offerings and the regional, national and international levels.
- Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complimentary expertise between ASHRAE and IFHE.
- Discuss ways that certifications programs can be jointly developed or administered.

TECHNICAL ACTIVITIES COORDINATION

ASHRAE and IFHE agree to foster technical cooperation in areas of common interest by:

- Encourage members in each organization to participate on technical committees and task forces.
- Provide opportunities to participate in and comment on proposed standards, guidelines, policies, and position statements developed on technical subjects as they relate to buildings and community developments.
- Establish liaison representatives to key technical initiatives where mutually beneficial to do so.

RESEARCH

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and IFHE agree to:

- Promote research in areas where research results will add to the healthcare built environment body of knowledge;
- Perform research in areas where research results will add to the healthcare built environment body of knowledge;
- Disseminate research results quickly, focusing on high-impact findings.
- Identify opportunities for research funding from other sources.

ADMINISTRATIVE CONTACTS

The administrative contacts for actions tied to this MOU shall be:

For ASHRAE:

Jeff Littleton
ASHRAE
180 Technology Parkway
Peachtree Corners, GA 30092
Tel: 404-636-8400
Email: jlittleton@ashrae.org

For IFHE:

Walt Vernon, Executive Vice President
First Vice President, IFHE
16 Piedras Negras,
Santa Fe, New Mexico, 87505
+1.415.652.4222

TERMINATION

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days written notice of intent to terminate.

TERM

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of two (2) years unless extended at that time by written agreement.

LEGAL STANDING

This MOU reflects a commitment by ASHRAE and IFHE to continue and enhance their working relationship and individual efforts toward achieving mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship or similar relationship between ASHRAE and IFHE. Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

FOR ASHRAE

Printed Name/Title

Signature

Date

FOR IFHE

Walt Vernon, 1st V.P.

Printed Name/Title



Signature

2025.01.15

Date