



Shaping Tomorrow's Global
Built Environment Today

PUBLICATIONS COMMITTEE

Minutes

Conference Call

Thursday, May 21, 2026

9:00 a.m. to 10:00 a.m. EDT

Webex

MEMBERS ATTENDING: Kurt Monteiro, Chair
Stephen Duda, Vice Chair
Frank Mills
Alekhya Kaianathbhatta
Dalip Singh
Walter Grondzik
Tom Lawrence
Daniel Nall, BOD ExO

STAFF PRESENT: Cindy Michaels, staff liaison, Editor of Special Publications
Drew Champlin, Editor of *ASHRAE Journal*

MAJOR MOTIONS		
No.	Motion	Vote*
1	To approve the minutes of the Publications Committee conference call held on February 19, 2026.	PASSED via voice vote
2	To accept the wording of the committee's response to PEC as shown in the file titled "draft Pub Comm response re action item on Pscychr An and charts REVISED.docx".	PASSED via voice vote
3	That this response to PEC be adopted as written in the file titled "draft Pub Comm response re PEC MBOs 1 and 2 REVISED.docx".	PASSED via voice vote
4	To accept the wording of the committee's response to PEC as shown in the file titled "draft Pub Comm response re PEC MBO 3 REVISED.docx".	PASSED via voice vote

ACTION ITEMS		
No.	Action Item	Responsibility
	(none)	

1. Call to Order and Pronouncement of Quorum

Kurt Monteiro called the meeting to order at 9:04 a.m. Eastern Daylight Time and noted that a quorum was present.

2. Roll Call/Welcome/Introductions

Cindy Michaels announced the attendees.

3. ASHRAE Value Statement

Kurt Monteiro read the following Value Statement:

In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.

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

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

Diversity Statement - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>

4. Approval of Past Meeting Minutes

It was moved and seconded to approve the minutes of the February 19, 2026, Publications Committee conference call (**MOTION #1**):

Motion:

To approve the minutes of the Publications Committee conference call held on February 19, 2026.

MOTION #1 PASSED with a voice vote (no no votes, no abstentions).

5. Action Item from PEC regarding Psychrometric Analysis

Editor's note to supply some background: At the 2025 Winter Conference in Orlando, the Publications Committee chair accepted an action item for the committee to evaluate whether the Psychrometric Analysis program should be made available for free and/or whether ASHRAE should form partnerships with schools to use Psychrometric Analysis or the ASHRAE psychrometric charts as a way of spreading awareness the ASHRAE brand and making ASHRAE known early as a resource and therefore a trusted source for life. At the 2025 Annual Conference in Phoenix, Cindy Michaels shared some data on these products ([available on Basecamp](#)) and the committee discussed the matter, as reported in the minutes of that conference ([available on Basecamp](#)). The committee requested additional sales data on the psychrometric charts, and on the February 19, 2026, conference call, Michaels shared that data ([available on Basecamp](#)). On that conference call, the committee again brainstormed options for how to provide this information to members and students, and ultimately Kurt Monteiro volunteered to draft potential responses from Publications Committee to PEC regarding suggestions for Psychrometric Analysis and the psychrometric charts.

On this conference call, Publications Committee reviewed and discussed the drafted response to PEC ([available on Basecamp](#)), added one phrase for clarification, and moved to vote on it (**MOTION #2**):

Motion:

To accept the wording of the committee's response to PEC as shown in the file titled "draft Pub Comm response re action item on Pscychr An and charts REVISED.docx".

MOTION #2 PASSED with a voice vote (no no votes, no abstentions).

The final adopted text is available in the revised document on Basecamp ([here](#)) and will be submitted to PEC via the committee's report to the PEC Products Subcommittee at the 2026 Annual Conference in Austin, Texas.

6. PEC MBOs assigned to Publications Committee

During the Publications Committee meeting at the 2026 Winter Conference in Las Vegas on January 31, 2026, the committee discussed the PEC MBOs for the 2025–2026 Society year ([available on Basecamp](#)), noting that several of them are related to the current Publications Committee MBOs as well as various staff activities. It was decided at that meeting that Michaels would draft responses to PEC regarding MBOs #1, #2, and #3 for later review by the committee. The committee reviewed and discussed these drafts on this conference call, as noted below.

6.1. Pub Comm Response Regarding PEC MBOs #1 and #2

Cindy Michaels shared the drafted response regarding PEC MBOs #1 and #2 ([available on Basecamp](#)) on the screen, and after requesting that the drafted recommendation for the Strategic Planning Committee be included in this response, the committee moved to vote on it (**MOTION #3**):

Motion:

That this response to PEC be adopted as written in the file titled “draft Pub Comm response re PEC MBOs 1 and 2 REVISED.docx”.

MOTION #3 PASSED with a voice vote (no no votes, no abstentions).

The final adopted text is available in the revised document on Basecamp ([here](#)) and will be submitted to PEC via the committee’s report to the PEC Products Subcommittee at the 2026 Annual Conference in Austin, Texas.

6.2. Pub Comm Response Regarding PEC MBO #3

Cindy Michaels shared the drafted response regarding PEC MBO #3 ([available on Basecamp](#)) on the screen, and after much discussion and collaborative revision, the committee moved to vote on it (**MOTION #4**):

Motion:

To accept the wording of the committee’s response to PEC as shown in the file titled “draft Pub Comm response re PEC MBO 3 REVISED.docx”.

MOTION #4 PASSED with a voice vote (no no votes, no abstentions).

The final adopted text is available in the revised document on Basecamp ([here](#)) and will be submitted to PEC via the committee’s report to the PEC Products Subcommittee at the 2026 Annual Conference in Austin, Texas.

7. Discussion of Future Meetings and Letter Ballots

As the allotted time for this meeting neared completion, the committee discussed which remaining agenda items could be covered during the June conference call for the Planning and PTAR Subcommittees, which could be covered via letter ballot, and which could be covered at the committee’s meeting during the 2026 Annual Conference in Austin, Texas.

8. Adjournment

Kurt Monteiro adjourned the meeting at 10:03 a.m.

Respectfully submitted,

Cindy Michaels

Cindy Michaels
Staff Liaison to Publications Committee
Editor, Special Publications