

MINUTES
RESEARCH PROMOTION COMMITTEE
WINTER MEETING 2023 – Atlanta

| <u>Members Present</u> | <u>Members Absent</u> | <u>Guests</u> | <u>Staff</u> |
|---|------------------------------|----------------------|---------------------|
| <u>Matt Rowe. Chair</u> | Daniel Coakley, XIV | Devendra Kulkarni | Julia Mumford |
| <u>Aakash Patel. 1st VC</u> | Ginger Scoggins, CO | Lambros Doulos | Megan Gotzmer |
| <u>Les Pereira. 2nd VC</u> | | Bill Murphy | |
| <u>Heather Schopplein. 3rd VC</u> | | Mark Miller | |
| <u>Haley Goslinga. 4th VC</u> | | Bryan Holcomb | |
| <u>Andy Manos. I</u> | | Cheng Wee Leong | |
| <u>Ibrahim Semhat. II</u> | | Lionel Davis II | |
| <u>Laura Petrillo-Groh. III</u> | | Farhan Mehboob | |
| <u>Brian Justice. Region IV</u> | | | |
| <u>Devin Snowberger. V</u> | | | |
| <u>*John Rieke. VI</u> | | | |
| <u>Jennings Davis. VII</u> | | | |
| <u>Chris Dolan. VIII</u> | | | |
| <u>*Dahl Carmichael. IX</u> | | | |
| <u>Kevin Baldwin. X</u> | | | |
| <u>John Farley. XI</u> | | | |
| <u>Javier Korenko. XII</u> | | | |
| <u>*Chea Swei Keong. XIII</u> | | | |
| <u>Adeeba Mehboob. RAL</u> | | | |
| <u>Kishor Khankari. BOD Ex-O</u> | | | |
| <u>*Guy Perreault. ARC Rep</u> | | | |

* Virtual attendance

1. Call to Order / Roll Call
A. Review roster information

Rowe called the meeting to order at 7:59 AM.

Mumford called roll.

Those in attendance on-line: Rieke, Carmichael, Chea, Perreault

Those not in attendance: Coakley,

B. Introduction of Visitors

Miller spoke for a moment about nominating yourself for various positions.

2. ASHRAE Code of Ethics Commitment

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of

excellence, commitment, integrity, collaboration, volunteerism and diversity, and we shall avoid all real or perceived conflicts of interests.

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

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

Commitment to Care

The health and safety of all ASHRAE conference attendees is a top priority. Out of respect for our fellow attendees, we commit to wear masks indoors, monitor our health, seek medical attention if symptoms develop and adhere to all ASHRAE Commitment to Care protocols. We are committed to the well-being of one another.

(Commitment to Care:

https://www.ashrae.org/file%20library/conferences/winter%20conference/commitment-to-care_0921.pdf)

Rowe read the Commitment to the Code of Ethics and the Commitment to Care.

3. Review of Agenda

There were no changes to the agenda.

4. Approval of Minutes (6/22)

Schopplein moved, Justice seconded,

1) That the minutes from the Toronto Annual Meeting in 2022 be approved.

18-0-0 CNV

MOTION PASSED

5. Representative Remarks **A. RAC Representative**

Murphy introduced himself and said he was at the meeting in case anyone had any questions about Research or what RAC is currently doing. He mentioned the latest ASHRAE Strategic Research Plan has six emphasis areas, such as decarb and IAQ, and RAC has been tasked with reporting how they are hitting these areas. He said there is \$2-\$2.5 million in unfunded research annually.

Rowe said he will work with Staff to change the MOP to formalize having a RP liaison to RAC.

AI(1)

B. Coordinating Officer

The BOD CO was not present to give a report.

C. BOD Ex-Officio

Khankari gave his presentation from the board. There were no questions or comments.

D. ARC Representative

Perreault was present on-line and said all was going well.

7. Review Action Items

Mumford reported on action items. She said an electronic form for reporting special events is in the works and everyone will be notified when it is rolled out.

8. Council Actions & RP Motions

Rowe reviewed the motion brought to the Committee from Member's Council regarding late money. He said ExCom discussed this and not much will need to change. The donor will always receive credit and there will be a small grace period for the chapter to get money in. He announced it is of utmost importance for the chapters and RVCs to be in communication with Staff if money is going to be late so an invoice can be created before the deadline on June 30. There was a brief discussion for clarification about what has previously been happening with late money.

9. ExCom Report

i. Highlights & Recommended Actions

Rowe announced there is a new giving form. He asked Staff to send out an announcement that it is live.

AI(2)

Farley and Semhat mentioned the Canadian field should be automatically updated based on the conversion rate. Staff will work with IT to see if this is possible.

AI(3)

Mehboob mentioned she would like to see how much money different programs need on the on-line giving form. This would let donors know which fund to select on the giving form based on need. Mumford added this could be difficult for some programs because we just raise funds above and beyond their budget.

Korenko had the idea to have informational links describing each fund.

Staff will look into what could be added to the form to better describe the funds and needs within each fund.

AI(4)

Rowe announced other items ExCom talked about that will be discussed in subcommittees:

- In person RVC Training will be coming back at the Annual Meeting.
- Schopplein is redacting a Handbook chapter. Other marketing materials and promotional items have been requested.

Rowe mentioned there was a discussion about Centralized Training. He said Training numbers are going down year after year, so there needs to be a discussion about how Training should be changed and how it should be advertised.

ii. Collins Award announcement

Rowe announced the recipient of the 2022 Collins Award is Dave Anderson from Johnstown in Region III.

10.

Primary Business

A. Chapter & Regional Reports

The RVCs gave the below reports:

Region I – Manos reported his Region is a little behind, but they are doing well. He asked why people couldn't make it to Centralized Training and he mostly heard it was due to vacation and they preferred September. Maine has been a chapter that is usually behind, but they confirmed they will meet Goal.

Region II – Semhat said the Hamilton chapter did a great job with their golf tournament. The Quebec chapter help a curling event that also recognized past donors. The numbers are still less than pre-covid, so he would like to see that improve. He mentioned having Training closer to chapters and away from the summer would increase attendance.

Region III – Petrillo-Groh said Roanoke is struggling and do not have a RP chair. She said there is a major lag in donations coming in including \$20,000 that may not be a repeat donation skewing numbers. She said that some of the newer chairs are doing great.

Region IV – Justice reported all chapters are above where they were this time last year. Southern Piedmont's RP Chair is doing great at communicating and creating new events. South Carolina and Greenville are the ones that need the most help.

Region V – Snowberger said he is rebounding from last year where there wasn't much focus on RP. Northern Indiana is doing much better this year than last year. The reason Region V chairs didn't attend Training is because the chapters have their schedules and events locked in and they aren't changing that so they don't see a benefit from Training.

Region VI – Rieke said the region is doing well. He and Kelly Gunn (incoming RVC) are holding monthly calls with the chairs. Chapter of most concern is Wisconsin. The three chapters that attended Centralized Training are doing the best in his Region.

Region VII – Davis reported Birmingham, Mobile, and New Orleans are doing great. Northwest Florida has a pretty substantial goal but they have very little leadership, including no RP chair. 13 out of his 14 chapters have endowments.

Region VIII – Dolan said he focused on Full Circle and the region had good success with that. The Central Oklahoma chapter had an AHR show and raised over \$100,000 from it. The chapter is also holding a cornhole tournament. The boards were \$200, but charged sponsors \$1,000 and they get to keep the boards. This event raised as much as the golf tournament. AAON hasn't committed to the chapter they will be supporting with their gift.

Region IX – Carmichael said all their money comes in toward the end of the year. Utah and Ozarks are having the hardest time so he is planning a visit. The goals were adjusted, and the CRC session went well. About half of the chairs communicate well. He said he is encouraging endowments and longer RP chair terms to make the future of RP better.

Region X – Baldwin said they are only missing one donation for Regional Full Circle. San Jose is doing great and San Diego, a finalist for Collins, is doing great. Tri County did not donate last year, but he is already seeing more involvement this year.

Region XI – Farley reported Saskatoon is getting a \$5,000 donation from Sask Energy, but he is still encouraging them to hold an event. He is encouraging chapters to set up endowed funds. Alaska has a high amount of PAOE points. He is working on getting chapters to give to Scholarships. He has been doing one-on-one calls but will be trying a group call. He is also going to try and visit a couple chapters.

Region XII – Korenko overviewed his region – number of chapters, languages, location. He said things are going to start speeding up as activities are increasing. He is pretty confident they will reach their goal. He said the chairs from Latin America really see the value in face-to-face so they will make the effort to attend.

Region XIII – Chea reviewed the various meetings he has had with his chairs. He reviewed the achievements of the chapters. Macao is doing very well. The chapter that needs the most help is the Philippines chapter.

Region XIV – Not present.

RAL – Mehboob reported that the region is up from where they were last year, but she said she was hoping to change the mindset of RP in the region. She

explained the region likes to keep money in the region. She said the dollars per member are low so if she sells that instead of \$100, there may be more success. She thinks they will meet goal, but it is not through events. She did not submit anyone for Collins because the Chapter Presidents, not RP Chairs, do most of the work.

B. Manager's Report

Mumford reported

C. 2021-22 PAOE Suggestions

Patel suggested removing virtual events from the special event points. Schopplein suggested maybe just putting a maximum of two.

Rowe explained the PAOE subcommittee will be reviewing the PAOE sheet to see if any other adjustments need to be made.

D. 2022-23 RP Centralized Training Schedule

Rowe announced the subcommittee will be reviewing the training schedule. He asked for feedback. After much discussion, Rowe summarized that the dates need to be shared sooner, we need to have a social event, and we should keep three dates and just change timings.

Staff will create a survey on what is a barrier for chairs attending training.

AI(5)

The committee decided on the below dates for Training in 2023-24:

July 30-31 – IV, X, XII, VIII

August 20-21 – VII, IX, XI, III

September 17-18 – I, II, V, VI (Chicago-Rosemont)

E. 2022-23 MBO Update

Rowe reviewed his MBO. There were no comments or questions.

11.

Other Business

A. RP Subcommittees (PAOE, Marketing, Training)

Rowe announced there are three subcommittees. Each subcommittee has a representative from ExCom and should pick a RVC to chair the subcommittee.

B. RVC Talking Points

Some RVCs mentioned there should be an easy way to opt out of receiving coins.

12.

Wrap-up

A. Next Meeting date – Tampa, June 24, 2023

The meeting was adjourned at 12:56 PM.

DRAFT