



## **MINUTES**

### **MEMBERS COUNCIL CONFERENCE CALL JANUARY 11, 2018**

These minutes were approved by Members Council June 26, 2018.



**MEMBERS COUNCIL MINUTES  
JANUARY 11, 2018  
CONFERENCE CALL**

**MEMBERS PRESENT:** Sheila Hayter, Chair  
Darryl Boyce, Vice-Chair

Erich Binder, ExO  
Essam Khalil, ExO  
Dennis Knight, ExO  
Daniel Rogers, ExO  
Joseph L. Furman, Region I RMCR  
Isabelle Lavoie, Region II RMCR  
Dunstan L. Macauley, Region III RMCR  
Steven A. Marek, Region IV RMCR  
John A. Rieke, Region VI RMCR

Chris Gray, Region VII RMCR  
Randy Schrecengost, Region VIII RMCR  
Tyler Glesne, Region IX RMCR  
Scott Wayland, Region X RMCR  
Russell J. Lavitt, Region XI RMCR  
Robin Bryant, Region XII RMCR  
Cheng Wee Leong, Region XIII RMCR  
Dimitris Charalambopoulos Region XIV RMCR  
Richie Mittal, Region-At-Large RMCR

**NON VOTING MEMBERS PRESENT:**  
Leslie Jonsson, CTTC Chair  
David Claridge, CEC Chair  
James Wolf, GGAC Chair  
Charlie Henck, H&A Chair  
Bill Simpson, SAC Chair  
Jake Kopocis, YEA Chair  
Oswaldo Bueno, S. America Consultant

**VOTING MEMBERS ABSENT:**  
Ng Yong Kong, ExO  
Douglas Zentz, Region V RMCR

**NON VOTING MEMBERS ABSENT:**  
Devin Abellon, MPC Chair

**STAFF PRESENT:**  
Joyce Abrams  
Vickie Grant  
Tammy Catchings  
Alice Yates  
Megan Gotzmer  
Candace Pettigrew  
Daniel Gurley  
Rhiannon Masterson  
Katie Thomson

**1. CALL TO ORDER / ROLL CALL / INTRODUCTIONS**

The conference call meeting of Members Council was called to order by Sheila Hayter-Chair, at 9:00am. Those present on the call are included in the above list.



## **2. REVIEW OF CHICAGO 2018 AGENDA**

Ms. Hayter stated the reason for the conference call was to cover the listed items or to add items to the agenda for Chicago. There were no new items added to the agenda for the Members Council meeting in Chicago.

## **3. PROCESS OF HONORING DECEASED MEMBERS DURING PLENARY**

Ms. Hayter announced that a new process will be in place during the plenary to honor ASHRAE members who have passed away. Coordinators of the plenary session will have an electronic list of members who passed away between the months of July and December and will be recognized during the winter conference. ASHRAE members who passed away between the months of January and June will be recognized during the annual conference. The month of June may need to be tweaked since the annual conference is in June and the list will be prepared before the annual conference. Deceased members who are not on the list for the annual conference will be added to the list for the winter conference. Special recognition for Past Presidential Member Damon Gowan will take place during the Presidential Luncheon in Chicago.

Ms. Hayter noted that it is important for individuals who attend the conference to know and become aware of this new recognition process of honoring ASHRAE deceased members.

## **4. REGION XIV CRC MOTIONS**

Region XIV had its first CRC during the month of December in Belgrade. Recommendations for the CRC motions will be discussed by the subcommittees and presented to Members Council during the Chicago meeting this month.

## **5. STATUS OF MEMBERS COUNCIL PROGRAMS**

Mr. Boyce stated that the councils and committees need to become more efficient in prioritizing their programs and how they expense monies from their budgets. He will review the prioritized list from Members Council and make recommendations. Mr. Boyce stated that the councils should consider revisiting their programs to eliminate or sunset programs that are less impactful on Society.

Mr. Binder stated that the Development Committee are looking for opportunities to donate to ASHRAE programs. Ms. Abrams will develop a list of Members Council and committee programs that are popular but do not generate revenue and send to Members Council for review.

## **6. STATUS OF SOCIETY AUTO RENEWAL PROGRAM**

Ms. Abrams reported that the Membership Promotion Committee will have a full discussion in Chicago regarding the auto renewal program. It has not been determined if this program will be worth the financial cost or if it will be of value to the members.

## **7. MEMBERS COUNCIL SUBCOMMITTEE UPDATES**

- **Region Operations Subcommittee**

Ms. Lavoie reported that the subcommittee are reviewing and managing different motions from the

CRCs. An ad hoc committee was assigned to review and make recommendations on the financial presentation to better inform and train chapters on liability and financial risks that may occur. Guidelines will be provided for US and International chapters and their responsibilities. Final recommendations for this presentation will be made in Houston during the annual conference.

Ms. Lavoie also reported to address MBO #2 (Define the goals for holding CRCs), a survey was sent to the DRCs and RMCRs to determine how they run their CRCs. This information will assist in helping ASHRAE globally to determine what the issues are, what works well during the CRCs, and what adjustments regions have put into place to make their CRCs better. The survey includes how much time is spent on CRC workshops and if regions still conduct workshops for Membership Promotion, Research Promotion and Student Activities, and how to find a better fit for YEA and student members during CRC. A recommendation for the CRC format will be made in Houston during the annual conference.

- **PAOE Subcommittee**

Mr. Lavitt reported that he has been working with President Elect Hayter to determine how to incorporate her presidential theme into next year's PAOE. He will have offline discussions with her and PAOE Subcommittee members. The Members Council reporting committees will submit their PAOE recommendations via their report to Members Council in Chicago.

Ms. Hayter commented to the council members, if they have PAOE recommendations to forward them to Mr. Lavitt. Mr. Schrecengost stated that he worked with the Historical Committee last year and the committee will have recommendations for next year's PAOE.

- **Planning Subcommittee**

Mr. Macauley reported that the Planning Subcommittee will have interim reports in Chicago. He stated there are presidential ad hoc committees (Presidential Ethics Enforcement Procedures Task Group and Nominating Presidential Ad Hoc Committee), that are reviewing the ethics and nominating CRC motions for comment. He stated that motions will be resolved and recommendations will be made in Houston during the annual conference. Ms. Hayter asked that an executive session item be added to the Members Council agenda to address open motions from the Planning Subcommittee.

Mr. Macauley also reported that the subcommittee are working on their MBOs offline (review existing regions and optimize Society meeting schedules), and will make final recommendations in Houston during the annual conference. The Planning Subcommittee is also working with Region XII to develop a method of forming ASHRAE regions.

## **8. PHOTO SESSION DURING CHICAGO MEETING**

Ms. Hayter stated that the photo session for Members Council will be done either at the beginning of the meeting or towards the end of the meeting.

## **9. NEW OR OTHER BUSINESS**

Ms. Hayter asked staff to investigate and evaluate the transition of membership Retiree status to Life member and the long term financial impact that it may have.



Staff did not have this information during the conference call meeting but reported to Ms. Hayter and Mr. Boyce immediately following the conference call.

“The Membership Promotion Committee provided the following feedback:

- We do not publish the retiree status as an option because Society has no way of verifying if someone has retired. We offer this option (same benefits as existing membership, except does not receive the Handbook) when a member notifies us that he/she is retiring or has retired and wants to know if there’s a way to continue receiving the journal and other materials or when a member tells us that he/she is not renewing membership because of his/her retirement. So, retiree status is a good option for retaining often long-time members who otherwise might cancel their memberships because they don’t yet meet Life Member criteria.
- The number of retiree members is relatively small, which is to be expected since we don’t publicize it as an option.
- The Membership Promotion Committee recommends keeping the retiree membership type for the reasons provided above and continuing to let it operate as it currently does. It’s not exactly a secret, but from a business perspective, it’s not worth actively promoting.”

#### **10. ADJOURNMENT**

Ms. Hayter thanked everyone for their input for the upcoming Members Council meeting in Chicago. She adjourned the conference call at 10:11am.