



MINUTES

**MEMBERS COUNCIL
ATLANTA, GEORGIA
NOVEMBER 14-15, 2019**

These minutes were approved by Members Council June 25, 2020.

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- 2 2 That the charter of the East India Chapter of ASHRAE, whose headquarters will be in the city of Kolkata, India, and whose geographic area of activity will be East India be approved (Region-At-Large).
- 3 2 That the charter of the Chandigarh Chapter of ASHRAE, whose headquarters will be in the city of Chandigarh, India, and whose geographic area of activity will be North India be approved (Region-At-Large).
- 4 2 That the charter of the Rajasthan Chapter of ASHRAE, whose headquarters will be in the city of Jaipur, Rajasthan, India, and whose geographic area of activity will be Rajasthan be approved (Region-At-Large).
- 5 2 That the charter of the Abuja Section, located in Abuja, Nigeria and sponsored by the ASHRAE Nigeria Chapter be approved.
- 6 3 That consent motions a. through p. (16 Student Branches), as shown below be approved:
- a. That the charter of the Universidad Nacional Autónoma de México (UNAM) Student Branch, located Mexico City, Mexico and sponsored by the Mexico City Chapter be approved. (Region VIII)
 - b. That the charter of the Universidad Tecnológica Nacional (UTN) Bahia Blanca Student Branch, located in Buenos Aires, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - c. That the Escuela Técnica No 14 Libertad (ET No 14 Libertad) Student Branch, located in Buenos Aires, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - d. That the charter of the Universidad Nacional de Tucumán (UNT) Student Branch, located in Tucuman, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - e. That the charter of the Universidade Federal de Mato Grosso do Sul Pantanal (UFMS) Student Branch, located in Campo Grande, Brasil and sponsored by the Brasil Chapter be approved. (Region XII)
 - f. That the charter of the Universidade de Mogi das Cruzes São Paulo (UMC SP) Student Branch, located in São Paulo, Brazil and sponsored by the Brasil Chapter be approved. (Region XII)
 - g. That the charter of the National Kaohsiung Normal University (NKNU) Student Branch, located in Kaohsiung, Taiwan and sponsored by the Taiwan Chapter be approved. (Region XIII)
 - h. That the charter of the Ain Shams University Student Branch, located in Cairo, Egypt and sponsored by the Cairo Chapter be approved. (Region-At-Large)
 - i. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AAST) Student Branch, located in Cairo, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - j. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AASTMT Smart Village) Student Branch, located in Giza, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - k. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AAST Aswan) Student Branch, located in Aswan, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - l. That the charter of the DAV University Jalandhar Student Branch located in Jalandhar, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)

- m. That the charter of the Chandigarh Group of Colleges (CGC) Technical Campus, Jhanjeri Student Branch, located in Mohali, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)
 - n. That the charter of the DAV Institute of Engineering and Technology (DAVIET, Jalandhar) Student Branch, located in Jalandhar, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)
 - o. That the charter of the American University of Beirut (AUB) Student Branch, located in Beirut, Lebanon and sponsored by the Lebanese Chapter be approved. (Region-At-Large)
 - p. That the charter of the Bahria University Karachi Campus (BUKC) Student Branch, located in Karachi, Pakistan and sponsored by the Pakistan Chapter be approved. (Region-At-Large)
- 30 22 That Society investigate ways to improve the methods of tracking grassroots motions *and* documenting the historical records of categorized motion topics and the decisions/ dispositions made by Society.
- 31 23 That Society enter into a memorandum of understanding with the Caribbean Community and Common Market (CARICOM) Secretariat effective Society Year 2020.
- 36 25 That integration of person~~al~~ photos be included in the ASHRAE bios at the member's option.
- 41 30 That Society revise the PAOE website page and PAOE Newsletter to clearly show for each category the chair or co-chairs that can enter points.
- 44 34 That the proposed edits to ROB section 2.106.002.8 as shown below be approved.
- 2.106.002.8
1. An ASHRAE Chapter or an ASHRAE section may contribute to, affiliate with, or hold membership in any society, association, council or other organization in accordance with the Rules of the Board.
 2. An ASHRAE Group that is a type of an ASHRAE section can be formed in those countries where national laws and official regulations prohibit the formation of chapters and sections or where a Group already existed as of January 1, 2019.

| AI# | PG# | DUTY | DUE DATE | STATUS | ACTION ITEMS – ATLANTA, GA 11/19 |
|-----|-----|----------|----------|--------|---|
| 1 | 4 | Staff | Feb-2020 | Open | To refer Motion 7a. to the Scholarship Trustees for consideration. |
| 2 | 4 | Staff | Feb-2020 | Open | To report status of Motion 7a. to the Toronto Chapter and publish on website. |
| 3 | 5 | Staff | Feb-2020 | Open | To refer Motion 7b. to the RP for comment to determine why campaign funds are not credited for the following Society year. |
| 4 | 5 | Staff | Feb-2020 | Open | To report status of Motion 7b. to the Louisville Chapter and publish on website. |
| 5 | 6 | Staff | Feb-2020 | Open | To refer Motion 7c. to each grassroots committee for review to determine what works best for them and if their specific ROB should be updated as suggested in the motion. |
| 6 | 6 | Staff | Feb-2020 | Open | To report status of Motion 7c. to the Kansas City Chapter and publish on website. |
| 7 | 6 | Staff | Feb-2020 | Open | To refer Motion 7d. to Membership Promotion to investigate the value of changing the membership grade name and if it would benefit the overall membership numbers. |
| 8 | 6 | Staff | Feb-2020 | Open | To report status of Motion 7d. to the Rocky Mountain Chapter and publish on website. |
| 9 | 7 | Staff | Feb-2020 | Open | To refer Motion 7e. to the Nominating Committee for consideration. |
| 10 | 7 | Staff | Feb-2020 | Open | To report status of Motion 7e. to the Florida West Coast Chapter and publish on website. |
| 11 | 8 | Staff | Feb-2020 | Open | To refer Motion 7f. to ExCom for consideration. (Note: EVP is responsible for hiring staff and no other region has input in staff hiring nor does anyone know what the job description details) |
| 12 | 8 | Staff | Feb-2020 | Open | To report status of Motion 7f. to the UK Midlands Chapter and publish on website. |
| 13 | 8 | Staff | Feb-2020 | Open | To refer Motion 7g. to ExCom for consideration. (Note: There is coverage from the Board of Directors if the ceremony is represented by a DRC.) |
| 14 | 8 | Staff | Feb-2020 | Open | To report status of Motion 7g. to the Sub-Region Chairs and publish on website. |
| 15 | 9 | Staff | Feb-2020 | Open | To refer Motion 7h. to Membership Promotion for comment. |
| 16 | 9 | Staff | Feb-2020 | Open | To report status of Motion 7h. to the Sri Lankan Chapter and publish on website. |
| 17 | 9 | Staff | Feb-2020 | Open | To report results of Motion 8 to the Quebec Chapter and publish on website. |
| 18 | 10 | Staff | Feb-2020 | Open | To report results and comments of Motion 9 to the Montreal Chapter and publish on website. |
| 19 | 10 | IT Staff | Feb-2020 | Open | To use month and year on reports. |

| AI# | PG# | DUTY | DUE DATE | STATUS | ACTION ITEMS – ATLANTA, GA 11/19 |
|-----|-----|-----------------------|----------|--------|--|
| 20 | 10 | Staff | Feb-2020 | Open | To report results of Motion 10 to the Toronto Chapter and publish on the website. |
| 21 | 10 | Staff | Feb-2020 | Open | To refer Motion 11 to Honors and Awards Committee for consideration. |
| 22 | 10 | Staff | Feb-2020 | Open | To report results of Motion 11 to the Evansville Chapter and publish on website. |
| 23 | 11 | Staff | Feb-2020 | Open | To report results of Motion 12 to the Columbus Chapter and publish on website. |
| 24 | 11 | Staff | Feb-2020 | Open | To report results of Motion 14 to the Portugal Chapter and publish on website. |
| 25 | 12 | Staff | Feb-2020 | Open | To report results of Motion 15 to the ASHRAE Falcon Chapter and publish on website. |
| 26 | 12 | Staff | Feb-2020 | Open | To report results of Motion 16 to the Central Pakistan Chapter and publish on website. |
| 27 | 14 | Staff | Feb-2020 | Open | To report results of Motion 17 to the ASHRAE Bangalore Chapter and publish on website. |
| 28 | 15 | Staff | Feb-2020 | Open | To assist with background information in Motion 18. |
| 29 | 17 | Planning Subcommittee | Feb-2020 | Open | To draft ideas for MBO #1 and make recommendations during the winter conference in Orlando |
| 30 | 17 | Planning Subcommittee | Feb-2020 | Open | To review MAPs Project and the referenced website from GAC. |
| 31 | 18 | Staff | Feb-2020 | Open | To refer Motion 21 to the Professional Development Committee to determine why the ALI course is saturated and no longer viable as indicated by the Region. |
| 32 | 18 | Staff | Feb-2020 | Open | To report status of Motion 21 to the Toronto Chapter and publish on website. |
| 33 | 18 | Staff | Feb-2020 | Open | To report results of Motion 22 to the Toronto Chapter and publish on website. |
| 34 | 19 | Staff | Feb-2020 | Open | To refer Motion 23 to Technology Council for input from the appropriate TC. |
| 35 | 19 | Staff | Feb-2020 | Open | To report status of Motion 23 to the Windsor Chapter and publish on website. |
| 36 | 20 | Staff | Feb-2020 | Open | To report results of Motion 24 to the Pittsburgh Chapter and publish on website. |
| 37 | 20 | Staff | Feb-2020 | Open | To report results of Motion 25 to the Pittsburgh Chapter and publish on website. |
| 38 | 20 | Staff | Feb-2020 | Open | To refer Motion 26 to Honors and Awards Committee for consideration. |
| 39 | 20 | Staff | Feb-2020 | Open | To report status of Motion 26 to the El Paso Chapter and publish on website. |

| AI# | PG# | DUTY | DUE DATE | STATUS | ACTION ITEMS – ATLANTA, GA 11/19 |
|-----|-----|-------------------------|----------|--------|---|
| 40 | 21 | Staff | Feb-2020 | Open | To report results of Motion 27 to the Louisville Chapter and publish on website. |
| 41 | 22 | Staff | Feb-2020 | Open | To work on a database that will track motions and their status that could be used at the Regional and Society levels and make available on website as indicated in Motion 29. |
| 42 | 22 | Staff | Feb-2020 | Open | To report status of Motion 29 to the Golden Gate Chapter and publish on website. |
| 43 | 23 | Staff | Feb-2020 | Open | To work on a database that will improve the method of tracking motions, documenting historical records by category and topic as indicated in Motion 30. |
| 44 | 23 | Staff | Feb-2020 | Open | To report status of Motion 30 to the Golden Gate Chapter and publish on website. |
| 45 | 24 | Staff | Feb-2020 | Open | To report results of Motion 31 to the ASHRAE Caricom Chapter and publish on website. |
| 46 | 24 | Staff | Feb-2020 | Open | To report results of Motion 32 to the Triangle Chapter and publish on website. |
| 47 | 25 | Staff | Feb-2020 | Open | To refer Motion 33 to Technology Council for consideration. |
| 48 | 25 | Staff | Feb-2020 | Open | To report status of Motion 33 to the Ireland Chapter and publish on the website. |
| 49 | 25 | Staff | Feb-2020 | Open | To refer Motion 34 to Certification Committee for consideration. |
| 50 | 25 | Staff | Feb-2020 | Open | To report status of Motion 34 to the Hellenic Chapter and publish on the website. |
| 51 | 26 | Staff | Feb-2020 | Open | To report results of Motion 35 to the Danube Chapter and publish on the website. |
| 52 | 26 | IT Staff | Feb-2020 | Open | To research fiscal impact of Motion 36 and what it will take to implement. |
| 53 | 26 | Staff | Feb-2020 | Open | To report results of Motion 36 to the Portugal Chapter and publish on the website. |
| 54 | 26 | Staff | Feb-2020 | Open | To report results of Motion 37 to the ASHRAE Falcon Chapter and publish on the website. |
| 55 | 27 | Staff | Feb-2020 | Open | To report results of Motion 38 to the Sub-Region Chair and publish on the website. |
| 56 | 27 | Staff | Feb-2020 | Open | To report results of Motion 39 to the Sub-Region Chairs and publish on the website. |
| 57 | 28 | Region Ops Subcommittee | Feb-2020 | Open | To amend postponed Motion 40 using the motion's background and bring recommendation during the winter conference in Orlando. |
| 58 | 28 | Staff | Feb-2020 | Open | To report the status of Motion 40 to the Madison Chapter and publish on the website. |
| 59 | 28 | Region Ops Subcommittee | Feb-2020 | Open | To draft ideas for MBO #2 and make recommendations during the winter conference in Orlando. |

| AI# | PG# | DUTY | DUE DATE | STATUS | ACTION ITEMS – ATLANTA, GA 11/19 |
|-----|-----|-------------------|----------|--------|---|
| 60 | 30 | Staff | Feb-2020 | Open | To report the results of Motion 41 to the London Chapter and publish on the website. |
| 61 | 30 | Staff | Feb-2020 | Open | To update PAOE webpage and PAOE Newsletter that clearly shows in each category which chair and/or co-chair are authorized to enter PAOE points. |
| 62 | 30 | PAOE Subcommittee | Feb-2020 | Open | To refer 2019 CRC Motion 4 to the PAOE Communications ad hoc for consideration. |
| 63 | 30 | PAOE Subcommittee | Feb-2020 | Open | To refer 2019 CRC Motion 14 to the PAOE RP ad hoc for consideration. |
| 64 | 31 | PAOE Subcommittee | Feb-2020 | Open | To refer 2019 CRC Motion 17 to the PAOE Chapter Operations ad hoc for consideration. |
| 65 | 31 | PAOE Subcommittee | Feb-2020 | Open | To refer 2019 CRC Motion 11 to the PAOE Chapter Operations ad hoc for consideration. |
| 66 | 32 | Staff | Feb-2020 | Open | To refer Motion 42 to the Nominating Committee for consideration. |
| 67 | 32 | Staff | Feb-2020 | Open | To report status of Motion 42 to the Florida West Coast Chapter and publish on the website. |
| 68 | 34 | Staff | Feb-2020 | Open | To report results of Motion 43 to the New Mexico Chapter and the Tucson Chapter and publish on the website. |



**MINUTES
MEMBERS COUNCIL MEETING
NOVEMBER 14-15, 2019**

MEMBERS PRESENT:

Charles E. Gulledge, III, Chair

Mick Schwedler, Vice-Chair

Ashish Rakheja, DAL

James Arnold, Region V RMCR

Christopher Phelan, ExO

Eric Sturm, Region VI RMCR

Jeff Clarke, ExO

Chris Gray, Region VII RMCR

Dunstan L Macauley, ExO

Randy C. Schrecengost, Region VIII RMCR

Marites Dagulo Calad, ExO

Tyler Glesne, Region IX RMCR

Russell Lavitt, ExO

N. Eileen Jensen, Region XI RMCR

William F. Walter, Region I RMCR

Florentino Roson Rodriguez, Region XII RMCR

Ronald Gagnon, Region II RMCR

Wei-Dong Wang, Region XIII RMCR

Mark A. Tome, Region III RMCR

Dimitris Charalambopoulos, Region XIV RMCR

Bryan Holcomb, Region IV RMCR

Richie Mittal, Region-At-Large RMCR

VOTING MEMBERS ABSENT:

Scott Wayland, Region X RMCR

NON-VOTING MEMBERS ABSENT:

Gerardo Alfonso, Communications Chair

Carrie Kelty, MP Chair

Farhan Adil Mehboob, CTTC Chair

Scott Martin, RP Chair

Michael Collarin, CEC Chair

Benjamin Oliver, SAC Chair

Walid Chakroun, GAC Chair

Vanessa Freidberg, YEA Chair

Paul Petrilli, H&A Chair

GUESTS PRESENT:

Costas Balaras

Darryl Boyce (11/15)

Michael Cooper

Dennis Knight (11/15)

Trent Hunt

Tim McGinn (11/15)

STAFF PRESENT:

Joyce Abrams

Daniel Gurley

Lizzy Seymour

Vickie Grant

Jeff Littleton

Anne Wilson (11/14)

Tammy Catchings

Rhiannon Masterson

Pacia Wright

Tony Giometti

Jeanette McCray

Alice Yates

Vanita Gupta (11/14)

Joslyn Ratcliff

1. CALL TO ORDER

The 2019 Fall Meeting of Members Council was called to order by Charles Gulledge, Chair, on Thursday, November 14, 2019 at 1:00 p.m. in the Carolyn and Damon Gowan Learning Center of ASHRAE Headquarters Atlanta. Introductions of the Members Council members, guests and staff were made and those in attendance are included in the list above.

2. CODE OF ETHICS COMMITMENT

Mr. Gulledge began the meeting by reading the following statement into the record: "In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests." (See full Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)



3. REVIEW OF AGENDA

There were no revisions to the agenda.

4. APPROVAL OF DRAFT MINUTES

It was moved by Mr. Gagnon and seconded

- (1) That the draft minutes from the June 26, 2019 Annual Meeting of Members Council be approved.

MOTION 1 PASSED. (unanimous voice vote, chair not voting)

5. CHAPTER, SECTION AND STUDENT BRANCH CHARTERS

It was moved and seconded

- (2) That the charter of the East India Chapter of ASHRAE, whose headquarters will be in the city of Kolkata, India, and whose geographic area of activity will be East India be approved (Region-At-Large).

Background: A minimum of 40 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed chapter must sign a petition for a new chapter; 42 such members signed the petition for the proposed East India Chapter. The DRC of the Region-At-Large signed off on the petition to form the East India Chapter.

MOTION 2 PASSED. (unanimous voice vote, chair not voting)

It was moved and seconded

- (3) That the charter of the Chandigarh Chapter of ASHRAE, whose headquarters will be in the city of Chandigarh, India, and whose geographic area of activity will be North India be approved (Region-At-Large).

Background: A minimum of 40 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed chapter must sign a petition for a new chapter; 41 such members signed the petition for the proposed Chandigarh Chapter. The DRC of the Region-At-Large signed off on the petition to form the Chandigarh Chapter.

MOTION 3 PASSED. (unanimous voice vote, chair not voting)

It was moved and seconded

- (4) That the charter of the Rajasthan Chapter of ASHRAE, whose headquarters will be in the city of Jaipur, Rajasthan, India, and whose geographic area of activity will be Rajasthan be approved (Region-At-Large).

Background: The proposed chapter has been in section status since 2009 (Jaipur Section). A minimum of 40 ASHRAE Members and Associate Members in good standing in the geographic area within the boundaries of the proposed chapter must sign a petition for a new chapter; 40 such members signed the petition for the proposed Rajasthan Chapter. The DRC of the Region-At-Large signed off on the petition to form the Rajasthan Chapter.

MOTION 4 PASSED. (unanimous voice vote, chair not voting)

It was moved and seconded

- (5) That the charter of the Abuja Section, located in Abuja, Nigeria and sponsored by the ASHRAE Nigeria Chapter be approved.

Background: The proposed Abuja Section had a total of 14 ASHRAE Members and Associate Members in good standing who signed the petition; only 10 signatures are required. The DRC of the Region-At-Large signed off on the petition to form the Abuja Section.

MOTION 5 PASSED. (unanimous voice vote, chair not voting)

It was moved and seconded

- (6) That consent motions a. through p. (16 Student Branches), as shown below be approved:
- a. That the charter of the Universidad Nacional Autónoma de México (UNAM) Student Branch, located Mexico City, Mexico and sponsored by the Mexico City Chapter be approved. (Region VIII)
 - b. That the charter of the Universidad Tecnológica Nacional (UTN) Bahia Blanca Student Branch, located in Buenos Aires, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - c. That the Escuela Técnica No 14 Libertad (ET No 14 Libertad) Student Branch, located in Buenos Aires, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - d. That the charter of the Universidad Nacional de Tucumán (UNT) Student Branch, located in Tucuman, Argentina and sponsored by the Argentina Chapter be approved. (Region XII)
 - e. That the charter of the Universidade Federal de Mato Grosso do Sul Pantanal (UFMS) Student Branch, located in Campo Grande, Brasil and sponsored by the Brasil Chapter be approved. (Region XII)
 - f. That the charter of the Universidade de Mogi das Cruzes São Paulo (UMC SP) Student Branch, located in São Paulo, Brazil and sponsored by the Brasil Chapter be approved. (Region XII)
 - g. That the charter of the National Kaohsiung Normal University (NKNU) Student Branch, located in Kaohsiung, Taiwan and sponsored by the Taiwan Chapter be approved. (Region XIII)
 - h. That the charter of the Ain Shams University Student Branch, located in Cairo, Egypt and sponsored by the Cairo Chapter be approved. (Region-At-Large)
 - i. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AAST) Student Branch, located in Cairo, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - j. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AASTMT Smart Village) Student Branch, located in Giza, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - k. That the charter of the Arab Academy for Science, Technology & Maritime Transport (AAST Aswan) Student Branch, located in Aswan, Egypt and sponsored by the Pyramids Chapter be approved. (Region-At-Large)
 - l. That the charter of the DAV University Jalandhar Student Branch located in Jalandhar, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)
 - m. That the charter of the Chandigarh Group of Colleges (CGC) Technical Campus, Jhanjeri Student Branch, located in Mohali, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)
 - n. That the charter of the DAV Institute of Engineering and Technology (DAVIET, Jalandhar) Student Branch, located in Jalandhar, Punjab, India and sponsored by the India Chapter be approved. (Region-At-Large)

- o. That the charter of the American University of Beirut (AUB) Student Branch, located in Beirut, Lebanon and sponsored by the Lebanese Chapter be approved. (Region-At-Large)
- p. That the charter of the Bahria University Karachi Campus (BUKC) Student Branch, located in Karachi, Pakistan and sponsored by the Pakistan Chapter be approved. (Region-At-Large)

MOTION 6 PASSED. (unanimous voice vote, chair not voting)

6. MEMBERS COUNCIL SUBCOMMITTEE REPORTS

A. Planning Subcommittee Report

The following was reported by Chris Gray, Planning Subcommittee Chair.

- **Planning Subcommittee CRC Motions:**

It was moved by Mr. Gray

(7) That the following consent motions a. through h. be referred as indicated:

- a. That the following motion be referred to the Scholarship Trustees for consideration:

Region II (Toronto Chapter):

That Society revise the criteria for the Scholarship program to allow the contribution to be taken in Canadian funds and the scholarship be given in Canadian funds.

Background: Currently, the Society accepts two levels of scholarship pledges from Chapters in the amount of \$30,000 and \$60,000 USD. The initial pledge also counts towards the Chapter's RP goal. When this amount is reached, a return of 5%, is given to a student. Previously, these amounts were offered in Canadian funds and there is one Chapter in Region II that has such agreement in Canadian funds. Society now only offers this scholarship in US funds. However, RP contributions from Canada are submitted to the Society in Canadian funds and there is an endowment that offers a 5% return in RP contributions in Canadian funds. The intent of this scholarship is to provide benefit to a student while encouraging RP contributions from the Chapter. Handing out a scholarship to a Canadian student in US funds is cumbersome and burdens the chapter with further administration procedures.

Fiscal Impact: Unknown (it would depend on how the ASHRAE Foundation manages its Canadian funds and the exchange rate at that time. Likely, on average, it will have no fiscal impact).

MOTION 7a. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 1 Staff to refer Motion 7a. to the Scholarship Trustees for consideration.

AI 2 Staff to report status of Motion 7a. to the Toronto Chapter and publish on website.

- b. That the following motion be referred to RP for comment:

Region VII (Louisville Chapter):

That all RP monies raised by a chapter or region be attributed to either the campaign year it was raised or the following year, and not be elected to be unassigned by policy.

Background:

1. RP funds raised during an annual campaign, but physically received after the last business day in June is by policy of the RP Campaign to process those as “late money”.
2. Donors of “late money” are still recognized in the honor roll and with the coin for the year they gave, but otherwise those monies are not included the chapter campaign total for either year. It will count in the overall total for campaign year as “unassigned.”
3. The current policy appears to be a recent development or enforcement, as even senior leadership appear to be surprised at the enforcement of the policy.
4. The current policy is demoralizing for a chapter to write a check, some out of reserves and receive no recognition in either year.
5. Demoralizing a chapter in this way has a detrimental effect on fundraising moving forward as they are disincentivized for the late year push.

Fiscal Impact: Negligible.

MOTION 7b. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 3 Staff to refer Motion 7b. to RP Staff for comment to determine why campaign funds are not credited for the following Society year.

AI 4 Staff to report status of Motion 7b. to the Louisville Chapter and publish on website.

- c. That the following motion be referred to each grassroots committee for review:

Region IX (Kansas City Chapter):

That the candidate requirements for all Regional Vice Chair positions be revised except for the YEA Regional Vice Chair as follows:

“Regional Vice Chairs shall hold Member grade or higher in the Society, shall have been in the grade of Member and in good standing ~~for three years prior to the start of their terms.....~~”

Background: This motion standardizes all RVC position qualification requirements and allows the best leader to be nominated regardless of age.

Current RVC candidate requirements require you to have a Member Grade for 3 years before being eligible for nomination. That means the earliest you could be eligible to be nominated for an RVC position is 7 years out of college because the earliest you can become a Member is a minimum of 4 years after college (12 total points or years are needed with 4 points for graduating from an accredited school, 4 points for a PE, and one (1) point for each year in the industry after you receive your PE). This assumes that individual gets their PE as soon as they are eligible out of school. There is a common trend of burnout of ASHRAE volunteers. Once people complete their local chapter’s board of governors chairs, many are burned out from the volunteer time commitment to ASHRAE and they lose interest in taking on positions at the Regional level. By the time people are eligible to apply to be an RVC, timing isn’t ideal because people aged in their early 30’s are getting busier with their careers and family life resulting in less time available to volunteer/travel. Making requirements for RVC nominations less stringent in terms of age/experience will lead to more candidate nominations, will reduce the need to get exceptions/variances for people who are nominated who don’t meet the

requirements, will encourage younger candidates to get involved at a Regional level, and will help better diversify ASHRAE Society.

It is a common occurrence that exceptions are taken to the qualification requirement, this motion would reduce/eliminate the need for exceptions.

What if people are concerned that reducing the requirements (age/years in the industry) will lead to unqualified nominees? The nominating process requires candidates nominated to be qualified individuals. Delegates and alternates are aware of requirements of each RVC position and are dedicated to only nominating candidates who would be a good fit for the job.

Fiscal Impact: None.

MOTION 7c. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 5 Staff to refer Motion 7c. to each grassroots committee for review to determine what works best for them and if their specific ROB should be updated as suggested in the motion.

AI 6 Staff to report status of Motion 7c. to the Kansas City Chapter and publish on website.

d. That the following motion be referred to Membership Promotion to investigate:

Region IX (Rocky Mountain Chapter):

That the ASHRAE Bylaws, Article II, be amended to change the print grade from “Member” to “Full Member.”

Background: Upgrading the ASHRAE membership grade is a PAOE point as well as a main agenda item for the Chapter MP Chairs. However, the explanation of the capital “M” Member category is often convoluted, and the members have trouble understanding why they should upgrade because they are already a “member.” Internationally, the distinction between Associate and Member is extremely important, so the member grade and the advancement is a vital piece of our Society, but to simplify the process and emphasize the importance of the title, we propose the current “Member” grade be renamed to “Full Member.” This is a general term that manufacturer representatives, contractors, consultants, architects, and other facets of our society can easily identify with as a prestigious title to recognize our members for acquiring the professional experience within the HVAC industry and their dedication to the ASHRAE Society. All other member grades would remain the same as currently.

Fiscal Impact: None.

MOTION 7d. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 7 Staff to refer Motion 7d. to Membership Promotion Committee to investigate the value of changing the membership grade name and if it would benefit the overall membership numbers.

AI 8 Staff to report status of Motion 7d. to the Rocky Mountain Chapter and publish on website.

e. That the following motion be referred to Nominating Committee for consideration:

Region XII (Florida West Coast Chapter):

That the Society Nominating Committee revise the Nominating Process and Ballot, to deliberate and present candidates for election by the membership in priority order from the final vote of the Nominating Committee, immediately following the Winter meeting as follows:

- a. President-Elect and Treasurer; not less than two for each, but not more than three for each position.
- b. Vice Presidents; not less than six, but not more than eight.
- c. Directors-at-Large (DAL); not less than six, but not more than nine.

The process of the current President Elect automatically moving to the President position, as well as the current DRC process, remains unchanged. This directive is required to be in practice January 1, 2021.

Background: The current practice of issuing an annual election ballot a few months before the Annual Conference to the membership with only one available candidate to vote for, in each position, has not proven to encourage the level of voter participation that should be evident for a Society of this magnitude. The allowable “write-in candidate” opportunity may be kept as is, although it is seldom used. Providing more complete and detailed information, in an organized format, is reasonable and available in the practice of today’s electronic communication methodologies. The membership at large should be more involved in choosing their leadership. The slate of candidates shall be issued one month after the Winter Meeting and include multiple names for each position for members to evaluate, discuss amongst their peers, deliberate, and vote on.

For the voting members to make an informed choice, they need to have more than one candidate to choose from. Each candidate shall provide a head-shot photo, biographical and experience level information, and a brief personal statement to read and consider. In the past, ASHRAE, out of our 57,000+ membership totals, gets approximately 6-8% returned ballots each year; if members get a choice for their leadership, Society could see a significant increase in returned ballots.

Fiscal Impact: None.

MOTION 7e. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 9 Staff to refer Motion 7e. to the Nominating Committee for consideration.

AI 10 Staff to report status of Motion 7e. to the Florida West Coast Chapter and publish on website.

- f. That the following motion be referred to ExCom for consideration:

Region XIV (UK Midlands Chapter):

That Region XIV be consulted in the process of replacing the staff member in Europe.

Background: Region XIV values greatly and benefits from having an ASHRAE member of Staff and office in Europe. We understand the current staff member will be retiring in June 2020. Due to the importance of this resource to the Region, we would welcome the opportunity to be involved in the process to replace this staff position to ensure continuity and value to the Region.

Fiscal Impact: Same as current.

MOTION 7f. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 11 Staff to refer Motion 7f. to ExCom for consideration. (Note: EVP is responsible for hiring staff and no other region has input in staff hiring nor does anyone know what the job description details.)

AI 12 Staff to report status of Motion 7f. to the UK Midlands Chapter and publish on website.

g. That the following motion be referred to ExCom for consideration:

Region-At-Large (Sub-Region Chairs):

That the ASHRAE President or President-Elect be mandated to charter new chapters.

Background: The new chapters are very keen for the presence of the ASHRAE president at the chapters chartering. This serves to motivate the young chapter and highlight ASHRAE in the country or area where a chapter has been formed. This leads to more membership.

Fiscal Impact: Negligible.

MOTION 7g. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 13 Staff to refer Motion 7g. to ExCom for consideration. (Note: There is coverage from the Board of Directors if the ceremony is represented by a DRC.)

AI 14 Staff to report status of Motion 7g. to the Sub-Region Chairs and publish on website.

h. That the following motion be referred to Membership Promotion for consideration:

Region-At-Large (Sri Lankan Chapter):

That the increase of membership fees be implemented in stages when a country's World Bank classification is upgraded.

Background: ASHRAE uses the World Bank's "Lower Income" and "Lower Middle Income" classifications to identify the countries that fall within Society's definition of "Developing Economy." This year, the World Bank moved Sri Lanka from Lower Middle Income to Upper Middle Income. As a result for this Society Year, members in Sri Lanka no longer qualify for the special Developing Economy membership rates.

Comparison of membership fees paid during past three years are given below:

2017 – USD 100 = SLR 16,000.00

2018 – USD 100 = SLR 17,000.00

2019 First half USD 100 = SLR 18,000.00

2019 Second half USD 220 = SLR 40,920.00

Sudden increase of membership fees by 127% is unaffordable to most of our members. Therefore, we suggest to implement same in four stages.

Fiscal Impact: Society will lose the revenue. Chapters will not be able to acquire new members. Facing difficulties to retain existing members.

MOTION 7h. (TO REFER) PASSED. (unanimous voice vote, chair not voting)

Mr. Gray reported that ASHRAE's system is not set up to accept partial payments or installment payments. It would be a significant cost to change accounting system

software in order to accept partial or installment payments. ASHRAE base decisions on which countries are eligible from the World Bank classification. ASHRAE staff checks the World Bank annually for countries that have classification changes. When the countries change, staff notifies the DRC and Chapter President of the change.

AI 15 Staff to refer Motion 7h. to the Membership Promotion Committee for consideration.

AI 16 Staff to report status of Motion 7h. to the Sri Lankan Chapter and publish on website.

It was moved by Mr. Gray

Region II (Quebec Chapter):

- (8) That funding for the Women in ASHRAE (WIA) be restored and maintained as it was before the announcement that ASHRAE was ending its financial support of the WIA program and activities.

Background: Engineering as a whole will only survive and thrive if more women are participating actively in this traditionally male-dominated industry. We believe it was extremely short-sighted on the part of the Board of Directors to end the financial support for WIA. The background information for this motion could be a long essay on the numerous and important contributions of women in ASHRAE, and how WIA has played an important role in recruiting, supporting and encouraging women to pursue leadership roles. We feel these arguments should be entirely self-evident considering the multiple recent success stories of strong engagement by women at all levels of ASHRAE activities and the selling out of the WIA breakfast and happy hour events held at ASHRAE annual and winter meetings. The Board of Directors or the Members Council should hardly require any more convincing other than to point out the obvious short-sightedness of this decision.

Fiscal Impact: None to implement the opt-out feature. Likely will be able to derive more income from online advertisements.

MOTION 8 FAILED. (0-21-0, chair not voting); The WIA Breakfast (Winter) and WIA Happy Hour (Annual) events and funding were not cut for the two events. The WIA Breakfast and WIA Happy Hour are currently in the 19-20 budget and will be in the 20-21 conference budget unless otherwise notified.

AI 17 Staff to report results of Motion 8 to the Quebec Chapter and publish on website.

It was moved by Mr. Gray

Region II (Montreal Chapter):

- (9) That in order to protect members against identity theft, the full date of birth (month-day-year) should not be requested at member's registration but only MONTH and YEAR.

Background: In the past years, multiple companies such as bank, supermarket and other society, perceived as being responsible and safe on personal data, have been victim of hackers. Holding a large amount of information on our members that are not useful to our operations and that are sensitive for identity theft should be eliminated from our database to prevent this risk in case of hacking.

Fiscal Impact: To be evaluated.

MOTION 9 FAILED: (5-15-1, chair not voting) The IT and MP commented on the current procedures taken to protect member data, impact of cost and services, and impact on programs that currently uses the full date of birth.

AI 18 Staff to report results and comments of Motion 9 to the Montreal Chapter and publish on website.

AI 19 IT Staff to use month and year on reports.

It was moved by Mr. Gray

Region II (Toronto Chapter):

- (10) That Society hold at least one in four annual (summer) conference in a location outside of the United States.

Background: As ASHRAE is focusing on growing the international membership and being embraced as a globally relevant society. Effort should be made to allow chapters outside of the United States to host the summer conference. By hosting events outside of the United States, ASHRAE will further its effort to become a global entity.

Fiscal Impact: Unknown.

MOTION 10 FAILED: (0-20-1, chair not voting) Any city is welcome to place a bid on the next available ASHRAE Annual Conference in 2025. When selecting a site for ASHRAE's annual conference, Society looks for cities that meet the following criteria and are the most important when selecting a city:

- o Accessibility and convenience to attendees
- o Affordability for attendees and for Society
- o Ideal Venue layout (i.e. one building or multiple buildings within walking distance)

AI 20 Staff to report results of Motion 10 to the Toronto Chapter and publish on website.

It was moved by Mr. Gray

Region V (Evansville Chapter):

- (11) That Society institute a "Distinguished 75-Year Member Award," made available February 2020.

Background: There currently exists a society level Distinguished 50-Year Member Award. Due in part to ASHRAE's activities in IAQ, human health and welfare, members are now living longer and some current members are approaching 75 years of membership.

Fiscal Impact: ASHRAE Society = same as cost of 50-year award.

It was moved by Mr. Glesne that Motion 11 be referred to the Honors and Awards Committee

MOTION 11 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 21 Staff to refer Motion 11 to Honors and Awards Committee for consideration.

AI 22 Staff to report status of Motion 11 to the Evansville Chapter and publish on website.



It was moved by Mr. Gray

Region V (Columbus Chapter):

- (12) That nominations for Society/RVC #1 Alternate and #2 Alternate as appointed by the Society President Elect remain in that position through the duration of the Society and RVC's positions term.

Background: Information will be given to Region Nomination Committee prior to Region CRC to be reviewed at Caucus Session 1 only. Information will allow for a more efficient process during Caucus Session 1.

Fiscal Impact: \$0.

MOTION 12 FAILED. (unanimous voice vote, chair not voting) Each region can determine how to present nominations during CRC.

AI 23 Staff to report results of Motion 12 to the Columbus Chapter and publish on website.

It was moved by Mr. Gray

Region XII (Florida West Coast Chapter):

- (13) That an ASHRAE bio or personal resume, headshot photo, and a maximum one-page statement from each candidate be attached to the electronic member ballot and information package.

Background: Same as in Motion 7e above.

Fiscal Impact: Unknown.

It was moved by Mr. Macauley that Motion 13 be postponed until day two of the Members Council meeting, November 15, 2019.

MOTION 13 (TO POSTPONE) PASSED. (unanimous voice vote, chair not voting)

It was moved by Mr. Gray

Region XIV (Portugal Chapter):

That ASHRAE consider the support of electronic voting process at the Regional level, applying an "electronic Caucus-Executive session" as it is done at Society level.

Background: ASHRAE has developed an electronic voting procedure for elections, it would be of pivotal importance to replicate this system and offer to Regional Caucuses facilitating the voting process.

Fiscal Impact: It requires training of NC (Nominating Committee-RMCR's clarification). It is not known if ASHRAE needs to pay a fee to use the software. (Steve Comstock undertook to investigate-RMCR's clarification)

MOTION 14 FAILED. (unanimous voice vote, 1 abstention, chair not voting) The software used for the BOD is "Poll Everywhere" and is specifically written just for the rules of that election so it would not be a viable option.

AI 24 Staff to report results of Motion 14 to the Portugal Chapter and publish on website.

It was moved by Mr. Gray

(15) Region-At-Large (ASHRAE Falcon Chapter):

That the YEA ARVC have the same qualifications as the YEA RVC.

Background: The Assistant-RVC position exists only in Region-at-Large, and since this position is intended to be held by a young engineer, most young engineers won't have the member grade and won't be eligible for the position. So this position could be held by an Associate grade member like the RVC position.

Fiscal Impact: None.

MOTION 15 FAILED. (unanimous voice vote, chair not voting) Members Council and the BOD approved two motions 1) to create the ARVC position (2016), and 2) to make the ARVC position permanent (2018). It was understood that this position was a regional position; no qualifications were ever written for the RAL ARVC. The ARVC position helps to promote the RVCs in the sub-regions and chapter activities.

AI 25 Staff to report results of Motion 15 to the ASHRAE Falcon Chapter and publish on website.

It was moved by Mr. Gray

(16) Region-At-Large (Central Pakistan Chapter):

That the age restriction for Affiliate membership be removed.

Background: We here at Central Pakistan Chapter come across so many members who just want to affiliate themselves with ASHRAE. They do not need the Handbooks and neither they want to get involved in Chapter BOG or positions. All they look for is to affiliate themselves with ASHRAE chapter, attend their events and network with members and participants of chapter events. Removing the age barrier (i.e. age of 30 years) for joining as Affiliate Member may result in increased number of ASHRAE members and it also will result in increased collection of membership fees.

Fiscal Impact: Positive.

MOTION 16 FAILED. (0-21-0, chair not voting) The Affiliate program was created as a low cost, trial period for young professionals entering the workforce that may not be able to afford full dues. It is a graduated, 3-year discount program for members 30 years of age or younger. Affiliate members that reside in Developing Economies receive an additional discount (approximately 50% on top of the discounted rate).

Removing the age requirement would affect all chapters globally, and would create a significant negative fiscal impact to Society since it would open the discounted rate to all people. Since it is intended as a trial, not all benefits are available; as such, Affiliates are not allowed to serve as Chapter Officers, so engagement would be limited. It would also diminish the reason the program was created, to assist young professionals just entering into the industry.

AI 26 Staff to report results of Motion 16 to the Central Pakistan Chapter and publish on website.

It was moved by Mr. Gray

(17) Region-At-Large (ASHRAE Bangalore Chapter):

That the Grant-in-Aid Application (for graduate students) be modified so that the applicants can enter other than 4.0 grade point average (GPA).

Background: The Grant-in-Aid program mandatorily requires the applicants to report overall GPA ONLY on a scale of 1.0 to 4.0 basis with Excellent = A = 4.0; Average = C = 2.0. However, the society scholarship application allows entering overall GPA in other than 4.0 point grade. It is proposed to modify grant-in-aid application (for graduate students) to adopt a similar approach as society scholarship application since many international colleges provide ten scale Cumulative GPA (CGPA) or percentage number in the transcripts.

Fiscal Impact: None.

MOTION 17 FAILED. (unanimous voice vote, chair not voting) RAC prefers to use one scale that most RAC members are already familiar with when reviewing and comparing Grant-in-Aid (GIA) Applications. Below is the guidance that RAC provides online to applicants for this purpose. Given the large number of applicants that are received each year, it is already a challenging task for RAC volunteers to review all the applications and it seems like it is a reasonable request to ask GIA applicants to make this grade conversion, if needed, when they prepare their application to ASHRAE for a \$11,500 grant from ASHRAE.

Selection Criteria

The goal in the selection process is to choose candidates who have the greatest potential for long term involvement in ASHRAE and contributions to the ASHRAE membership. The information submitted on the application form is reviewed and scored by the Research Administration Committee (RAC) in the following manner with a maximum score of 100:

Academic Performance: Overall Grade Point Averages (GPA) should be reported on a scale of 1.0 to 4.0 basis with Excellent = A = 4.0; Average = C = 2.0. Students who attend or have attended institutions that use a different grading system should, with the help of their faculty advisor, attempt to translate their grades to a base having a maximum value of 4. Both undergraduate and graduate GPAs should be reported along with the number of credits associated with each GPA. (See explanation below for guidance on determining number of credits and GPA.) **Students who attended academic institutions outside of North America may be unable to calculate their GPA and number of credits and may not know where they rank in relation to other students in their class. If this is the case, a brief explanation of the system used to evaluate student performance in their academic institution(s) should be provided.** As an example, if a student's academic institution uses a classification system as a basis for designating academic achievement, each of the classifications should be described and the student should indicate the classification they received. For academic institutions from the United Kingdom, a "First" is equivalent to a 4.0, an "Upper Second" to a 3.0, a "Lower Second" to a 2.0, and a "Third" to a 1.0. Up to 20 points are awarded for academic performance. The quality of the undergraduate and graduate program is used as part of the criteria for awarding the 20 points.

Thesis/Research Plan: Significance of thesis/research, outline of plan of procedure, and plans for publication of thesis/research results should be described. A maximum of 30 points are awarded for this element of the application.

Faculty advisor recommendation: The Faculty Advisor should make a recommendation based upon student involvement related to ASHRAE or other related society activity, academic achievements, ability to carry out the research project. Up to 20 points are awarded based upon these recommendations.

Potential for future ASHRAE involvement: The evaluation of this criterion is based on the student and faculty involvement within ASHRAE, the relevance of the thesis/research project to ASHRAE, the history



of ASHRAE involvement of the institution. The student is strongly encouraged to be a student member within ASHRAE and participate in ASHRAE activities such as an ASHRAE student chapter and local chapter. The faculty advisor is expected to be an ASHRAE member and should demonstrate a history of and/or future potential for involvement within ASHRAE activities. For students and faculty residing outside of North America, membership in the appropriate ASHRAE associate society will be considered to be equivalent. 30 points are awarded for the potential for future involvement by the nominee.

Determining Grade Point Averages and Credits:

Academic courses in North American colleges and universities are generally assigned a number of credits according to the workload of the course. A 3-credit course generally implies that there are three hours of lectures associated with the course each week. Students are assigned letter grades in each course (e.g., an "A" denotes excellent performance, a "C" denotes average performance, etc.) A letter grade is sometimes followed by a "+" or a "-", where, for example, a "C+" denotes performance slightly above average, and a "C-" denotes performance slightly below average. Letter grades are then translated to a number on a point scale from 0.0 to 4.0, as shown in the example table below.

| Letter Grade | Points on the Point Scale |
|--------------|---------------------------|
| A | 4.000 |
| A- | 3.667 |
| B+ | 3.333 |
| B | 3.000 |
| B- | 2.667 |
| C+ | 2.333 |
| C | 2.000 |
| C- | 1.667 |
| D+ | 1.333 |
| D | 1.000 |
| D- | 0.667 |
| F | 0.000 |

- Note that this table is intended to be illustrative and may not match a particular academic institution's grading and/or point scale. For instance, some academic institutions award grades of "A+" for exceptional performance and translate this grade to a value of 4.33 on the point scale.
- To calculate a grade point average (GPA) for a number of courses, the number of points on the point scale achieved in each course is multiplied by the number of credits assigned to that particular course. The GPA is then calculated by adding the product of "point's x credits" for each course and dividing by the total number of credits for those courses. The example below shows the calculation of a GPA based on five individual course grades.

| Course | Grade | Points | Credits | Points x Credits | GPA |
|---|-------|--------------|-----------|------------------|------------------------|
| Thermodynamics I | A- | 3.667 | 3 | 11.000 | |
| Heat Transfer | A | 4.000 | 3 | 12.000 | |
| Calculus III | B+ | 3.333 | 4 | 13.333 | |
| Classical Physics | A- | 3.667 | 3 | 11.000 | |
| Electrical Circuits | B | 3.000 | 3 | 9.000 | |
| | | Total | 16 | 56.333 | 56.33/16 = 3.52 |
| **ASHRAE must be notified if an applicant or awardee leaves school, changes projects or changes faculty advisors. | | | | | |

AI 27 Staff to report results of Motion 17 to the ASHRAE Bangalore Chapter and publish on website.

- **Carryover: 2017 Fall CRC Motions**

It was moved by Mr. Gray

(18) Region III (Hampton Roads Chapter):

That Section 7.6 of the Society Bylaws be revised as shown below:

Section 7.6 Nominating Committee. This standing committee of the Society shall select candidates for elected officers and members of the Board of Directors. It shall consist of at least twenty-two members, each of whom shall hold the grade of Member or higher in the Society. Each shall have been a full Member in good standing in the Society for a period of at least five years at the time of selection. Committee membership shall be comprised of the chair, the vice chair, one member and one alternate from each region of the Society selected by the Chapters Regional Committee of each respective region, and at least eight members and eight alternates selected by the Board of Directors.

~~The immediate Past President or the most recent Past President willing to serve shall serve as Vice Chair of the committee and then advance to Chair when replaced as Vice Chair.~~

~~The Vice Chair of the committee shall be nominated by the members of the Nominating Committee and elected by the Board of Directors. The nominee will have served at least three years on the committee and have demonstrated their performance and a determination to provide leadership for the nominations of the best leadership for consideration by the Society Membership. They will then advance to Chair of the committee when replaced as Vice Chair. The Vice Chair shall become Chair upon completion of their term as Vice Chair.~~

The Nominating Committee shall serve during the Society year for which it is elected. Members and alternates shall be selected as follows: Regional electees by the Chapters Regional Committees at their regularly-called meetings; Board of Directors selectees by the Board at a regular meeting.

There shall not be more than three members and three alternates from any one region, except for the Chair and Vice Chair. No member of the Board of Directors shall be eligible to serve on the Nominating Committee.

Background: ASHRAE must be a nimble reacting to the industry trends and the desires of its Membership. As ASHRAE Presidential Members typically serve five years on the Executive Committee and also serve as Council Leadership, they direct committee selections, ad hocs, special assignments, and countless other activities that give individuals high visibility within the Society. Continuing service as Chair and Vice Chair of the Nominating Committee could allow past officers to continue to promote those of shared views into higher leadership positions. It is in ASHRAE's best interest and to reduce the potential of such influence. It is suggested that the Vice Chair have served three years on the Nominating Committee and have demonstrated his/her leadership on non-bias performance and determination to provide the committee leadership necessary to put forward the best candidates.

Fiscal Impact: None.

MOTION 18 (TO POSTPONE) PASSED. (unanimous voice vote, 1 abstain (20-1-0) chair not voting) Motion postponed until 2020 Winter Meeting.

AI 28 Staff to assist with background information in Motion 18 above.

It was moved by Mr. Gray

(19) Region XIV (Gold Coast Chapter):

That Members Council revise Section 7.6 of the Society Bylaws as noted below:

Section 7.6 Nominating Committee. This standing committee of the Society shall select candidates for elected officers and members of the Board of Directors. It shall consist of at least twenty-two members, each of whom shall hold the grade of Member or higher in the Society. Each shall have been a full Member in good standing in the Society for a period of at least five years at the time of selection. Committee membership shall be comprised of the chair, the vice chair, one member and one alternate from each region of the Society selected by the Chapters Regional Committee of each respective region, and at least eight members and eight alternates selected by the Board of Directors.

~~The immediate Past President or the most recent Past President willing to serve shall serve as Vice Chair of the committee and then advance to Chair when replaced as Vice Chair.~~

~~The Vice Chair of the committee shall be nominated by the members of the Nominating Committee in the Fall Meeting and elected by the Board of Directors at the Winter Conference. The nominee shall have served at least three years on the committee and have demonstrated their performance and a determination to provide leadership for the nominations of the best leaders for consideration by the Society Membership. The Vice Chair shall become Chair upon completion of their term as Vice Chair.~~

The Nominating Committee shall serve during the Society year for which it is elected. Members and alternates shall be selected as follows: Regional electees by the Chapters Regional Committees at their regularly-called meetings; Board of Directors selectees by the Board at a regular meeting.

There shall not be more than three members and three alternates from any one region, except for the Chair and Vice Chair. No member of the Board of Directors shall be eligible to serve on the Nominating Committee.

Background: As ASHRAE Presidential Members typically serve five years on the Executive Committee and also serve as Council Leadership, they direct committee selections, ad hocs, special assignments, and countless other activities that give individuals high visibility within the Society. Continuing service as Chair and Vice Chair of the Nominating Committee could allow past officers to continue to promote those of shared views into higher leadership positions. It is in ASHRAE's best interest and to reduce the potential of such influence. It is suggested that the Vice Chair have served three years on the Nominating Committee and have demonstrated their leadership on non-bias performance and determination to provide the committee leadership necessary to put forward the best candidates. In most years the Past President is taking on a Vice Chair role on a committee they have never served.

Fiscal Impact: None. The committee will have no more members than currently organized.

MOTION 19 (TO POSTPONE) PASSED. (unanimous voice vote, chair not voting) Motion postponed until 2020 Winter Meeting.



- **Rules of the Board Motion**

It was moved by Mr. Gray

(20) That the proposed edits to ROB section 2.106.002.8 as shown below be approved.

2.106.002.8

1. An ASHRAE Chapter or an ASHRAE section may contribute to, affiliate with, or hold membership in any society, association, council or other organization in accordance with the Rules of the Board.
2. An ASHRAE Group that is a type of an ASHRAE section can be formed in those countries where national laws and official regulations prohibit the formation of chapters and sections or where there exist cooperation agreements signed with National HVAC Associations.

Background: The above motion is from ExCom. This proposed change stemmed from discussions with the AICARR Board in June of this year. The AICARR Board has indicated that this wording is amenable. SRC reviewed the proposed change and had no additional comment.

MOTION 20 FAILED. (7-9-3-1, chair not voting)

INFORMATION ITEMS

1. **MBO 1:** Maximize Member Value and Engagement within the Scope of Members Council and its Reporting Committees.
 - o Infuse enthusiasm, vitality and diversity throughout ASHRAE events and services
 - o Expand the impact of collaboration and partnerships with industry organizations, universities and government agencies
 - o Leverage technology to increase member engagement, awareness and value

AI 29 The Planning Subcommittee will draft ideas for the above MBO and make recommendations during the winter conference in Orlando. The final report will be given during the annual conference in Austin.

2. MAPs Project from GAC (**Attachment 6A-A**)

AI 30 The Planning Subcommittee will review this report and the referenced website. The MAPs ad hoc from GAC developed this report and determined that Members Council should determine if this is useful. Their idea would be to make this a public facing site that others could access to find the correct alias. Not that this requires manual updates and setup, and this would have to be maintained by staff.



B. Region Operations Subcommittee Report

The following was reported by Dimitris Charalambopoulos, Region Operations Subcommittee Chair.

• Region Operations Subcommittee CRC Motions:

It was moved by Mr. Charalambopoulos

(21) That the following motion be referred to the Professional Development Committee:

Region II (Toronto Chapter):

That Society hold one HVAC Essentials course in Region II per year.

Background: For the last 2 years the HVAC essentials course Level 1 and 2 have been held in Toronto. We have sold out both training sessions and see continued interest from our members. Society has expressed concern the courses in Toronto were a victim of their own success and no longer see enough interest in the course to keep the it in the Region.

Fiscal Impact: Reduce local chapter expenses by an estimate of \$3000 per year. It is assumed that these resources would be developed by Society. The cost to enable this additional functionality is estimated to be low, considering the new technology used on the new ashrae.org website likely provides for this type of deployment.

MOTION 21 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 31 Staff to refer Motion 21 to the Professional Development Committee to determine why the ALI course is saturated and no longer viable as indicated by the Region.

AI 32 Staff to report status of Motion 21 to the Toronto Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region II (Toronto Chapter):

(22) That the SA and MP chapter chairs receive a monthly summary report in addition to the individual lapse member emails.

Background: The current system sends out 1 email for every lapse member, which makes it difficult to manage the responses to the members.

Fiscal Impact: TBD.

MOTION 22 FAILED. (1-18-1-1, chair not voting) Chapter MP and SA chairs can login and run a report for this information whenever they want. The system can't send digest emails. Most Chairs like the individual emails as it allows for them to handle the one member, then file it away after they reach out to them. A digest is no different than the reports they can already run from the Chapter reports web page at any time they like. Staff is not needed to set up an automated report, they just have to log in and run it when they want to see it.

AI 33 Staff to report results of Motion 22 to the Toronto Chapter and publish on website.

It was moved by Mr. Charalambopoulos

(23) That the following motion be referred to Technology Council:

Region II Windsor Chapter):

That Society “to build a Standard” for neutralization systems for the prevention of release of corrosive wastes entering a sewer system. Corrosive waste neutralization systems do not currently have a standard for compliance and is referenced in the O.B.C. (Ontario Building Code) and N.P.C. (National Plumbing Code) 7.4.4.4 and 2.4.4.4 respectively as a requirement.

Background: Presently, the only jurisdiction for corrosive waste neutralization dispersing into a city sewer is to follow the local plumbing bylaw. The local sewer use bylaw dictates the acceptable pH levels that a facility may discharge into the municipal system. The methods for achieving these acceptable pH levels fall under an engineered system approach. Most municipal bylaws prohibit the use of dilution as a means of achieving the required pH levels so an active method for neutralization is necessary. The neutralization process of using high calcium carbonate limestone has been prevalent for decades for acidic effluent and has been the most proven and reliable method still used today. The concern is with the sump that holds the calcium carbonate limestone and the quality, or lack thereof, that is involved in the construction of these tank systems. The piping requirements for corrosive waste in Canada is very specific as listed under O.B.C. 7.2.8.1 or N.P.C. 2.2.8.1 and will dictate the third party standards and dimensions etc. for the piping carrying the corrosive waste to the neutralization tank. However, a sump that is intended to hold and treat the waste should be, in the very least, subject to some type of scrutiny with respect to construction quality, pressure testing and minimum standards in materials and performance. Under O.B.C and N.P.C (7.5.5.3 and 2.5.5.3 respectively) there is reference to independent venting requirements for neutralization/dilution tanks as well as a minimum vent sizing of 2” and a maximum of 4” per O.B.C. 7.5.7.7.2 and N.P.C. 2.5.7.7.2.

Fiscal Impact: Unknown

MOTION 23 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 34 Staff to refer Motion 23 to Technology Council for input from the appropriate TC.

AI 35 Staff to report status of Motion 23 to the Windsor Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region III (Pittsburgh Chapter):

(24) That a regional email address be provided for the CRC General Chair.

Background: Both the CRC General Chair and the region would benefit from sharing information regarding CRC registration dates and deadlines, as well as important CRC information and updates, both in advance of and during the CRC. The ability to reach out to all members of the region would increase participation and would alleviate some of the issues with hotel registration and room availability. Also, if the CRC General Chair had an alias email, similar to the other regional positions, there would be an easy way for members to reach out to the CRC General Chair. This would provide a direct line of communication between the CRC team and the region, and would remove any obstacles created by having to transmit this information through multiple people.



Fiscal Impact: Estimated to be 4-8 hours to implement across society.

MOTION 24 FAILED. (unanimous voice vote, chair not voting) The email alias address is already available for the CRC General Chair of each region. Examples of the format and assignment are as follows:

| | | | | |
|-------|----------|------------------------|-----------|----------|
| REG03 | CC | r03CC@ashrae.net | Stephanie | Mages |
| REG03 | CRCChair | r03CRCChair@ashrae.net | Brian | Derby |
| REG03 | drc | r03drc@ashrae.net | Dunstan | Macauley |

AI 36 Staff to report results of Motion 24 to the Pittsburgh Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region III (Pittsburgh Chapter):

- (25) That Staff investigates a method where by a CRC General Chair may reach the membership of their region while maintaining the privacy and security of Society membership information.

Background: Both the CRC General Chair and the region would benefit from an easier method of sharing information regarding CRC registration dates and deadlines, as well as important CRC information and updates, both in advance of and during CRC. The ability to reach out to all members of the region would increase participation and would alleviate some of the issues with hotel registration and room availability. This would provide a direct line of communication between the CRC team and the region, and would remove any obstacles created by having to transmit this information through multiple people. This would minimize volunteer time to the benefit of all involved while satisfying a strategic plan initiative.

Fiscal Impact: Estimated to be 4-8 hours of staff time for all regions.

MOTION 25 FAILED. (unanimous voice vote, chair not voting) The CRC General Chair position is a regional position and they have access to the region's membership database.

AI 37 Staff to report results of Motion 25 to the Pittsburgh Chapter and publish on website.

It was moved by Mr. Charalambopoulos

- (26) That the following motion be referred to Honors and Awards Committee:

Region VII (Louisville Chapter):

That awarded recipients' name, Chapter, and Country be included on the screen at the Plenary session awards ceremonies during the winter and annual conferences.

Background: With ASHRAE being a global organization, many awards are being given to individuals all over the world. Currently only a name is shown on the screen. It would be nice to know what country, Region, and Chapter individual was from.

Fiscal Impact: \$0.

MOTION 26 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 38 Staff to refer Motion 26 to Honors and Awards Committee for consideration.

AI 39 Staff to report status of Motion 26 to the Louisville Chapter and publish on website.



Region VII (Louisville Chapter):

- (27) That winter and summer meeting registration badges show the name of the person on front and back of the badge.

Background: Badges are flipped minimum of 50% of the time. It is very helpful to greet an individual by their name. Going forward this would be great as we hear from many individuals that this should be done. This will formalize the request.

Fiscal Impact: \$0.

MOTION 27 FAILED. (2-19-0, chair not voting) There is substantial fiscal impact because of how the badges will need to print. A printer has to be purchased in order to handle this request. The current printer is specifically set up to print badges only on one side.

AI 40 Staff to report results of Motion 27 to the Louisville Chapter and publish on website.

It was moved by Mr. Charalambopoulos

- (28) That the following two motions from Region IX, New Mexico Chapter (CRC Motion 21) and Region X, Tucson Chapter (CRC Motion 22) be approved as consent motions.

Region IX (New Mexico Chapter):

- a. That lanyards given to attendees at registration for the ASHRAE annual meeting and winter meeting shall have at a minimum “ASHRAE” and “Lanyards Sponsored by [Company],” on the lanyard.

Background: ASHRAE's commercialism policy states:

"ASHRAE's publications and activities shall be free of commercial bias and shall not imply ASHRAE endorsement of any commercial interest. Commercial recognition may be provided or implied when doing so is necessary to promote the arts and sciences of HVAC&R and the understanding of associated technology. Such opportunities for recognition shall be administered fairly and may include citations, sponsorships, advertising and acknowledgements."

<https://www.ashrae.org/about/governance/ashrae-commercialism-policy-and-guidelines>

In the current lanyard model it is not clearly communicated that Company A is sponsoring the conference's lanyards. Such advertising could be seen as an endorsement by Society or the attendee. Other commercialism at the Annual and Winter meetings in the form of signs, banners, and programs are clearly stated as being sponsored. Examples of a clearly communicated lanyard sponsorship are:

- "ASHRAE Winter Meeting 2021 - Lanyards Sponsored by Company A."
- "ASHRAE Annual Meeting – Lanyards Sponsored by Company A"
- "ASHRAE Meeting – Lanyards Sponsored by Company A"

Fiscal Impact: Zero. The cost of printing new lanyards that communicate the level of sponsorship would be the responsibility of the sponsor.

Region X (Tucson Chapter):

- b. That lanyards given to attendees at registration for the ASHRAE annual meeting and winter meeting shall have at a minimum “ASHRAE” and “Lanyards Sponsored by [Company],” on the lanyard.

Background: ASHRAE's commercialism policy states:

"ASHRAE's publications and activities shall be free of commercial bias and shall not imply

ASHRAE endorsement of any commercial interest. Commercial recognition may be provided or implied when doing so is necessary to promote the arts and sciences of HVAC&R and the understanding of associated technology. Such opportunities for recognition shall be administered fairly and may include citations, sponsorships, advertising and acknowledgements."

<https://www.ashrae.org/about/governance/ashrae-commercialism-policy-and-guidelines>

In the current lanyard model it is not clearly communicated that Company A is sponsoring the conference's lanyards. Such advertising could be seen as an endorsement by Society or the attendee. Other commercialism at the Annual and Winter meetings in the form of signs, banners, and programs are clearly stated as being sponsored. An example of a clearly communicated lanyard sponsorship would be "ASHRAE Winter Meeting 2020 - Lanyards Sponsored by Company A."

Fiscal Impact: Zero. The cost of printing new lanyards that communicate the level of sponsorship would be the responsibility of the sponsor.

It was moved by Ms. Jensen and seconded

(28A) That Motion 28 be postponed until day two of the Members Council meeting, November 15, 2019.

MOTION 28A (TO POSTPONE) PASSED. (unanimous voice vote, chair not voting)

It was moved by Mr. Charalambopoulos

Region X (Golden Gate Chapter):

(29) That Society develop an online system to enter motions that can be used at both the Regional and society level. This system will include all motion information that when entered can be stored in a manner that can be tracked and searched all the way through submission to final status.

Background: The existing motion system is based on submitting a motion in an editable file, that is then passed around through various channels of ASHRAE Society. Depending on the status of the motion at the Regional level it will either fail and live historically in Basecamp, or if passed, will be sent to the RMCR who will have to manually send it to the next process. The existing process proves difficult to maintain a searchable database that can be used to track the status.

Fiscal Impact: TBD. This system will require a web interface connected to database which society might already have the infrastructure in place. If the infrastructure is in place, the new system will require development in the form of web interface and a database structure.

MOTION 29 PASSED. (21-0-0, chair not voting)

AI 41 Staff to work on a database that will track motions and their status that could be used at the Regional and Society levels and make available on website as indicated in Motion 29.

AI 42 Staff to report results of Motion 29 to the Golden Gate Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region X (Golden Gate Chapter):

- (30) That Society investigate ways to improve the methods of tracking grassroots motions *and* documenting the historical records of categorized motion topics and the decisions/dispositions made by Society.

Background: The lifecycle record keeping of motions, as they are referred from Members Council to other groups within Society, sometimes fail to include key actions and events pertaining to the motion. This absence of important information results in a detachment of the status of the motion topic. The status gets lost in the process. We suggest Society develop an improved tracking process.

We also request that historical topics (and decisions) of motions be categorized and published for membership review. Often Members Council sees the same motion(s) year after year. One example is the request for Society to automatically collect Chapter Dues. If Society documented their decision on this and many other motion topics, our members would understand our reasoning. Then we would see fewer repetitive motions that have no chance of being adopted. It's important for us to explain our precedent(s).

Fiscal Impact: TBD. The tasks associated with record keeping could be shared with staff and membership if there were an interface created to track events that affect motions.

MOTION 30 PASSED. (unanimous voice vote, chair not voting)

AI 43 Staff to work on a database that will improve the method of tracking motions, documenting historical records by category and topic as indicated in Motion 30.

AI 44 Staff to report results of Motion 30 to the Golden Gate Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region XII (ASHRAE Caricom Chapter):

- (31) That Society enter into a memorandum of understanding with the Caribbean Community and Common Market (CARICOM) Secretariat effective Society Year 2020.

Background: ASHRAE Caricom Chapter currently has more than 165 members across CARICOM (15 member countries, 5 associate member countries and 8 observer countries), however, within the region our chapter is not recognized as an entity by the CARICOM Secretariat, who is the CARICOM code authority.

The CARICOM Secretariat uses ASHRAE standards as a reference for energy, HVAC and building codes, which can be seen within the Building Energy Efficiency Code produced by CARICOM Regional Organization for Standards and Quality (CROSQ). However, our membership who are practicing professionals have not been included in the decision process of what is contained within these codes.

ASHRAE Caricom proposes that ASHRAE enter into an MOU with the CARICOM Secretariat to have an ASHRAE Caricom Chapter member representative; this would make it possible for our members who are professionals in the region to be a part of the decision making process that affects the industries in the countries we function. If this is completed, the ASHRAE Caricom Chapter will furnish a member to sit on any recommended committees within the CARICOM Secretariat.

Fiscal Impact: None borne by Society, costs will be supported by CARICOM Chapter.

MOTION 31 PASSED. (unanimous voice vote, chair not voting)

AI 45 Staff to report results of Motion 31 to the ASHRAE Caricom Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region IV (Triangle Chapter):

(32) That ASHRAE provide opportunities for live training & exams for all ASHRAE Certifications.

Background: The Association of Energy Engineers provides live training opportunities for all of its certifications. The live training courses also provide an opportunity to take the exams in a live proctored setting at the culmination of the training course. AEE has all of its certifications compliant with ANSI standards and the quality of the training from my experience for the CEM was a critical part for exam prep. The CEM instructor led training typically rotated around sites on a monthly basis.

Fiscal Impact: Net Impact of Zero (Charge amount per person required to make training sessions & exam administration financially set up to cover cost at minimum).

MOTION 32 FAILED. (unanimous voice vote, chair not voting) The Professional Development Committee are working on a face-to face exam prep course for the Building Commissioning Professional (BCxP) certification, and one for the Certified HVAC Designer (CHD) certification. The plan is to present the course(s) at ASHRAE conferences where a certification exam will also be offered. While a prep course will not teach to the exam, it may be a convenient option for a participant to take the prep course as a refresher prior to taking the exam – while they're at the ASHRAE conference. The course(s) will always be available for chapters to offer at their events. A later product may include conversion of the exam prep course to an easily accessible, online course.

From the perspective of the Certification Committee, it would be completely fine for ASHRAE to offer examination prep courses that taught to the tasks tested on a given certification exam. These tasks are publicly available in the respective Certification Candidate Guidebooks. Since the scope of the Certification Committee, which is to “evaluate and recommend proposals for new (certification) programs, and develop, maintain, monitor and evaluate certification programs,” it does not include training or education.

AI 46 Staff to report results of Motion 32 to the Triangle Chapter and publish on website.

It was moved by Mr. Charalambopoulos

(33) That the following motion be referred to Technology Council:

Region XIV (Ireland Chapter):

That ASHRAE ~~implements~~ investigate a carbon offset policy for air travel.

Background: Develop a voluntary scheme for a carbon offsetting policy to encourage actions to limit climate change impacts associated with air travel, to better serve the mission and the vision of the Society.

Fiscal Impact: To be determined.

MOTION 33 (TO REFER) PASSED. (17-4-0, chair not voting)

AI 47 Staff to refer Motion 33 to Technology Council for consideration.

AI 48 Staff to report status of Motion 33 to the Ireland Chapter and publish on website.

It was moved by Mr. Charalambopoulos

(34) That the following motion be referred to Certification Committee:

Region XIV (Hellenic Chapter):

That ASHRAE engage with a Certification Administration firm that offers a greater number of testing facilities outside US/Canada or use an online testing service with appropriate certification procedure controls that makes certifications more accessible to members outside the US/Canada.

Background: More testing facilities outside US/Canada or online tests are needed in order to make it easier for candidates to participate in certification exams.

Fiscal Impact: Positive for Society

MOTION 34 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 49 Staff to refer Motion 34 to Certification Committee for consideration.

AI 50 Staff to report status of Motion 34 to the Hellenic Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region XIV (Danube Chapter):

(35) That MP chapter chairs be eligible for transportation reimbursement to attend Region XIV CRC MP CRC training the 1st year of chairing chapter MP committee.

Background: Currently, MP chairs are eligible for transportation reimbursement to attend International Centralized Training organized by ASHRAE for Membership Promotion Chapter Chairs from Regions XIII, XIV, and RAL at a rotation at the CRC hosted by the three regions, which means that only every 3rd year the MP chair can attend the regional CRC. Since most Region XIV chapters share the same problems for successful MP campaigns, we think if this motion is passed, more MPs would attend CRCs and share experience from their chapters. This will apply to only the first year MP Chapter Chairs that have the greatest need for proper training for meeting the challenges of their new position and be most effective in their role.

Fiscal Impact: Up to 9 (potentially) airfare tickets from home country to Region XIV CRC destination; Estimated at $9 \times \$800 = \$7,200$ but this will apply only to 1st year MP chairs which means that the anticipated cost will be much lower.

MOTION 35 FAILED. (unanimous voice vote, chair not voting) When an MP Chair first enters their position, it is very important that they learn, in depth, about ASHRAE's membership structure and benefits. The 2-3 hour workshops at CRCs, led by one Regional Vice Chair, cannot provide the in depth training necessary compared to an 8 hour, multiple RVC led Centralized Training.

AI 51 Staff to report results of Motion 35 to the Danube Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region XIV (Portugal Chapter):

- (36) That integration of person~~al~~ photos be included in the ASHRAE bios at the member's option.

Background: The Nomination procedure is of high importance to each Region since leaders are elected to serve their members. It has been observed that certain nominees are either new or not known, however they are optically recognized. Therefore if by default their photo is requested (optionally) by ASHRAE and integrated at the BIOs this will impact positively the Nomination process.

Fiscal Impact: None.

MOTION 36 PASSED. (13-8-0, chair not voting)

AI 52 IT Staff to research fiscal impact of Motion 36 and what it will take to implement.

AI 53 Staff to report results of Motion 36 to the Portugal Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region-At-Large (ASHRAE Falcon Chapter):

- (37) That Chapters have the ability to provide Standards 90.1, 62.1, 62.2 and 55 to any governmental entity as a pdf version accessible on the local server willing to adopt or already adopting some ASHRAE standards.

Background: Trying to convince local authorities to adopt ASHRAE standards and add them to their regulations becomes much easier when we can offer them a free access to the standards. This will lead to more adaptation in that local jurisdiction and the country, that will increase the penetration of ASHRAE standards and will lead to a higher need of the built-environment stakeholders to access these standards.

We would advise to offer the following standards 90.1, 62.1, 62.2 and 55 as an edition that can be saved on the local server for that entity and accessed by the codes and permit departments.

Fiscal Impact: None

MOTION 37 FAILED. (unanimous voice vote, chair not voting) Publishing Services already provides hardcopy Standards to code officials considering adopting or already adopting ASHRAE standards. Publishing Services recommends continuing this program, including offering the relevant Standard in hardcopy instead of as a pdf on a local server.

AI 54 Staff to report results of Motion 37 to the ASHRAE Falcon Chapter and publish on website.

It was moved by Mr. Charalambopoulos

Region-At-Large (Sub-Region Chair II):

- (38) That the ARVCs be invited and be eligible for transportation reimbursement to attend the Centralized Training.



Background: The Society conducts Centralized Training for the Chapter Chairs of one or more of its Standing committees. The Chapter Chairs and the respective RVC are invited and eligible for transportation reimbursement. RAL is the only region that has ARVCs and it is imperative that the respective ARVC be also invited and reimbursed for travel. This is a logical step in grooming future leadership for the region.

Fiscal Impact: Transportation cost of one member.

MOTION 38 FAILED. (7-14-0, chair not voting); There are currently 12 ARVC positions representing each grassroots committee for each of the two Sub-Regions. MP and RP has centralized training while SAC has the option of centralized training or CRC workshop. Members Council and the BOD approved a motion for the ARVC position with the following fiscal impact: \$6,750 (450 x 5 ARVCs x 3 Sub-Regions) to attend the CRC. The cost of reimbursement was influenced by the location of the CRC.

AI 55 Staff to report results of Motion 38 to the Sub-Region Chair and publish on website.

It was moved by Mr. Charalambopoulos

Region-At-Large (Sub-Region Chairs):

(39) That the process for scheduling and confirmation to chapters/regions visits of Society President and officers be formalized.

Background: At present the procedure consists of direct contact with the officers many times informally at meetings/events and depends on the officers calendar which may not be available at the time. If a procedure, possibly similar to a DL application process, and point of contact for visits is established, it will facilitate the chapters/regions requesting officer visits resulting in improved service to members.

Fiscal Impact: Negligible

MOTION 39 FAILED. (unanimous voice vote, chair not voting) Tammy Catchings is the point of contact for the Society President's chapter visits. Chapters send their requests to Tammy which then goes to the President for confirmation. Many times the President's schedule is already booked globally with other organizations and associations. The President works with the chapter to set up other dates that might work for them both. The information to schedule chapter visits will be included in the DRCs and Chapter Presidents' annual information packet

AI 56 Staff to report results of Motion 39 to the Sub-Region Chairs and publish on website.

• **Carryover 2019 Spring CRC Motion**

It was moved by Mr. Charalambopoulos

Region VI (Madison Chapter):

(40) That ~~Members Council~~ the number of Nominating Committee members be lowered the number of Nominating Committee members from 5 to "a minimum of 3" for all Chapters, effective for the ~~2019/2020 chapter calendar~~ 2020-2021 Society year.

Background: Article VIII Section 8.3.1.1 of the Chapter Constitution and Bylaws, as directed by Society, requires the Nominating Committee consist of 5 members for a Chapter with greater than 50 chapter dues-paying members. For many years it has been a struggle in our Chapter to

get 5 members on the Nominating Committee. Although our Chapter is considerably larger than 50 members, we have a core group of about 50 “active” members who volunteer for numerous committees and activities. Getting 10% of our active members to volunteer on one committee is stretching our resources.

Review of the PAOE points and committee description/responsibilities further reveals there is not enough work to warrant 5 members. The Madison Chapter has for many years accomplished the responsibilities with 3 or less committee members.

Fiscal Impact: None.

It was moved by Mr. Macauley and seconded

(40A) That Motion 40 be postponed and referred back to the Region Operations Subcommittee with a request to amend the motion using the motion’s background.

MOTION 40A (TO POSTPONE) PASSED. (unanimous voice vote, chair not voting)

AI 57 Region Operations Subcommittee to amend Postponed Motion 40 using the motion’s background and bring recommendation during the winter conference in Orlando.

AI 58 Staff to report the status of Motion 40 to the Madison Chapter and publish on website.

INFORMATION ITEMS

Mr. Charalambopoulos reported the following information items:

1. **MBO 2:** Optimize ASHRAE’s Organizational Structure to Maximize Performance within the Scope of Members Council and its Reporting Committees.
 - o Prototype and launch new approaches that will increase ASHRAE’s relevance and speed to market for key offerings
 - o Optimize ASHRAE’s organizational systems and structures to increase capacity, efficiency and effectiveness

AI 59 The Region Operations Subcommittee will draft ideas for the above MBO and make recommendations during the winter conference in Orlando. The final report will be given during the annual conference in Austin.

2. Region Operations Subcommittee Appointments
 - Manual Subcommittee: Make recommendations for Members Council MCO, CRC and Region Operations manuals. Richie Mittal, Scott Wayland and Doug Zentz
 - Direction Subcommittee: Review officer evaluation reports from CRCs and make recommendations for best practices. Steve Marek, Mark Tome, Chris Phelan, Cheng Wee Leong, Essam Kahlil, Doug Zentz
3. The following motion is referred to the Manual Subcommittee for recommendation:

Region XI (Alaska Chapter) – 2019 Spring CRC Motion 5:

That Members Council include points for Chapter Section heads into the Chapter Service Award and Regional Award of Merit point tally sheet with one point per year for their work as Section head.

Background: The point would be equal to either other Officer or Committee Chair as a Section is considered a committee of the Chapters.

Fiscal Impact: None. **Vote:** 11-0-0, chair not voting

4. Manual Subcommittee to address the following action items and make recommendations during the winter conference in Orlando.

- A. Action Item 16 (01/19): To develop step-by-step guidelines needed for DRCs when dissolving chapters. After plan is developed, include in the Region Operations Manual.

Background: The DRC of Region VIII requested that the Chair of the Region Operations Subcommittee assign an ad hoc or Manual Subcommittee to develop a process and procedure for DRCs when changing or dissolving chapters. The DRC explained during his almost three year term he spent a lot of time trying to get the Shreveport Chapter back on its feet. Outside of the June 2013 Struggling Chapter document approved by Members Council, and what is currently in the MCO, there isn't a clear procedure on what needs or should be done to ensure that all dots are connected.

- B. Action Item 32 (06/19): Manual Subcommittee for next year, to review chapter financial accountability, policies and procedures when dissolving chapters and edit or add to the MCO.

C. PAOE Subcommittee Report

The following was reported by Randy Schrecengost, PAOE Subcommittee Chair.

- **PAOE Subcommittee CRC Motions:**

It was moved by Mr. Schrecengost

Region II (London Chapter):

- (41) That Society revise the PAOE website page and [PAOE Newsletter](#) to clearly show for each category the chair or co-chairs that can enter points.

Background: Currently the PAOE points can be viewed by some chapter officers and RVC but only certain authorized chapter chairs can enter points and it is not clear as to who can enter these PAOE points.

Fiscal Impact: unknown (minimal as should be some web page edits to add chair indications to items)

MOTION 41 PASSED. (unanimous voice vote, chair not voting)

AI 60 Staff to report the results of Motion 41 to the London Chapter and publish on website.

AI 61 Staff to update PAOE webpage and PAOE Newsletter that clearly shows in each category which chair and/or co-chair are authorized to enter PAOE points.

INFORMATION ITEMS

Mr. Schrecengost reported the following information items:

1. The following 2019 Fall CRC Motions and carryover motion from CTTC will be referred to the respective PAOE Subcommittee ad hocs for consideration:

A. Region II (London Chapter) – 2019 CRC Motion 4:

That Society revise the PAOE website Communications portion to allow chapter chairs for communications, plus webmaster and plus newsletter editor to enter points.

AI 62 The above motion was referred to the PAOE Communications ad hoc for consideration.

B. Region VII (Tennessee Valley Chapter) – 2019 CRC Motion 14:

That by ASHRAE Society Year 2020-2021, the Society PAOE reporting website shall include a category-by-category update on a chapter's RP PAOE status whose values are updated monthly at a minimum.

AI 63 The above motion was referred to the PAOE RP ad hoc for consideration.

C. Region VII (Louisville Chapter) – 2019 CRC Motion 17:

That the PAOE Subcommittee and the President-Elect investigate adding PAOE points for the Chapter Treasury to the 2020-2021 PAOE criteria.



AI 64 The above motion was referred to the PAOE Chapter Operations ad hoc for consideration.

D. CTTC recommends to Members Council to review and implement the addition of diversity and inclusion points in the PAOE criteria to allow for Chapters to receive an additional add on award, similar to the Sustainability Award that can currently be earned for their associated diversity and inclusion activities throughout the Society year.

- Action Item 4 (06/19): Staff to refer Motion 11 to the 2019-20 PAOE Subcommittee for the 2020-21 PAOE.

AI 65 The above motion was referred to the PAOE Chapter Operations ad hoc for consideration.

2. 2020-2021 President Elect Gulledge PAOE Goals for the Chapters (Attachment A)

3. PAOE Ad Hoc Assignments (Attachment ? for 2018-19 PAOE Analysis Report)

Chapter Operations: Randy Schrecengost

Chapter Technology Transfer: Mohammad Al Tassi and Bill Wang

Communications: Pam Duffy and Dunstan Macauley

Government Affairs: Terry Townsend and Bill Walters

Historical: (should work with Historical Committee Chair) Randy Schrecengost

Membership Promotion: Erik Sanchez and Bryan Holcomb

Research Promotion: Scott Martin and Bill Walter

Student Activities: Ben Oliver and Bryan Holcomb

Young Engineers in ASHRAE: Rachael Romero and Eileen Jensen

4. 2020-2021 PAOE Timelines

- PAOE ad hoc committees to use PAOE analysis report and current PAOE and send recommendations to Members Council reporting committee chairs and staff liaisons for their agenda before the winter conference in Orlando
- Members Council reporting committees to include their PAOE recommendations as an attachment to their report during the winter conference in Orlando
- After the winter conference, staff to draft a final version of the PAOE report and schedule a conference call with PAOE Subcommittee no later than the third week in February
- PAOE Subcommittee to have final draft ready for President-Elect Gulledge to review no later than the second week in March
- Final, final PAOE draft to be ready for spring CRC distribution no later than third week in March

• RECESS/RECONVENE

Mr. Gulledge recessed the 2019 Fall Meeting of Members Council at 5:00pm and the meeting reconvened on Friday, November 15 at 8:00am.



7. NEW BUSINESS

- MC MBOs/Gaps and Overlap Analysis

Michael Cooper, DRC Region VII was asked to make a presentation to Members Council concerning the overall Society initiatives, goals, strategic plan and the council's MBOs. He explained in outlined form how each council and/or committee could implement their assigned objectives. Members Council was assigned to MBO #1 and listed below is where the council should focus to reach their goals:

- Expand the impact of collaboration and partnerships with industry organizations, universities and government agencies.
- Infuse enthusiasm, vitality and diversity throughout ASHRAE events and services.
- Leverage technology to increase member engagement, awareness and value.
- Prototype and launch new approaches that will increase ASHRAE's relevance and speed to market for key offerings.
- Optimize ASHRAE's organizational systems and structures to increase capacity, efficiency and effectiveness.

- **Finance Committee**

Mr. Schwedler reported the following:

The Finance Committee motion to increase the percentage of Developing Economies Member dues from 50% to 65% of a Full Dues Paying Member motion has been postponed until the January 31, 2020 Finance Committee meeting in Orlando to get input from other groups, such as Members Council. Mr. Schwedler has an action item to share this information during the November Members Council meetings if time can be allotted in the agenda.

Mr. Schwedler also reported that Society dues will increase to \$230 (current dues are \$220); the Developing Economies dues will increase to \$150 (current dues are \$110).

8. OLD BUSINESS

- a. Status of Referrals from Members Council (Attachment B)
- b. Review of Action Items (Attachment C)
- c. Review of CRC Schedules (Attachment D) (send updates to vgrant@ashrae.org)
 - Region I: August 13-15, 2020
 - Region II: August 21-23, 2020
 - Region IV: August 13-15, 2020
 - Region XI: May 12-14, 2022

9. OTHER BUSINESS

- **Postponed Motion 13 was back on the floor**

It was moved by Mr. Gray and seconded

- (42)** That the substitute as shown below be referred to the Nominating Committee for Consideration.

Motion 13 (11/14/2019) - Florida West Coast Chapter:

That an ASHRAE bio or personal resume, headshot photo, and a maximum one-page statement from each candidate be attached to the electronic member ballot and information package.

Background: The current practice of issuing an annual election ballot a few months before the Annual Conference to the membership with only one available candidate to vote for, in each position, has not proven to encourage the level of voter participation that should be evident for a Society of this magnitude. The allowable “write-in candidate” opportunity may be kept as is, although it is seldom used. Providing more complete and detailed information, in an organized format, is reasonable and available in the practice of today’s electronic communication methodologies. The membership at large should be more involved in choosing their leadership. The slate of candidates shall be issued one month after the Winter Meeting and include multiple names for each position for members to evaluate, discuss amongst their peers, deliberate, and vote on.

For the voting members to make an informed choice, they need to have more than one candidate to choose from. Each candidate shall provide a head-shot photo, biographical and experience level information, and a brief personal statement to read and consider. In the past, ASHRAE, out of our 57,000+ membership totals, gets approximately 6-8% returned ballots each year; if members get a choice for their leadership, Society could see a significant increase in returned ballots.

MOTION 42 (TO REFER) PASSED. (unanimous voice vote, chair not voting)

AI 66 Staff to refer Motion 42 to the Nominating Committee for consideration.

AI 67 Staff to report status of Motion 42 to the Florida West Coast Chapter and publish on the website.

- **Motion 28 was back on the floor**

It was moved and seconded

- (43)** That the consent motions from the New Mexico Chapter and the Tucson Chapter as shown below be defeated.

Region IX (New Mexico Chapter):

- c. That lanyards given to attendees at registration for the ASHRAE annual meeting and winter meeting shall have at a minimum “ASHRAE” and “Lanyards Sponsored by [Company],” on the lanyard.

Background: ASHRAE's commercialism policy states:

"ASHRAE's publications and activities shall be free of commercial bias and shall not imply ASHRAE endorsement of any commercial interest. Commercial recognition may be provided or implied when doing so is necessary to promote the arts and sciences of HVAC&R and the understanding of associated technology. Such opportunities for recognition shall be administered fairly and may include citations, sponsorships, advertising and acknowledgements."

<https://www.ashrae.org/about/governance/ashrae-commercialism-policy-and-guidelines>

In the current lanyard model it is not clearly communicated that Company A is sponsoring the conference's lanyards. Such advertising could be seen as an endorsement by Society or the attendee. Other commercialism at the Annual and Winter meetings in the form of signs, banners, and programs are clearly stated as being sponsored. Examples of a clearly communicated lanyard sponsorship are:

- "ASHRAE Winter Meeting 2021 - Lanyards Sponsored by Company A."
- "ASHRAE Annual Meeting – Lanyards Sponsored by Company A"
- "ASHRAE Meeting – Lanyards Sponsored by Company A"

Fiscal Impact: Zero. The cost of printing new lanyards that communicate the level of sponsorship would be the responsibility of the sponsor.

Region X (Tucson Chapter):

- d. That lanyards given to attendees at registration for the ASHRAE annual meeting and winter meeting shall have at a minimum "ASHRAE" and "Lanyards Sponsored by [Company]," on the lanyard.

Background: ASHRAE's commercialism policy states:

"ASHRAE's publications and activities shall be free of commercial bias and shall not imply ASHRAE endorsement of any commercial interest. Commercial recognition may be provided or implied when doing so is necessary to promote the arts and sciences of HVAC&R and the understanding of associated technology. Such opportunities for recognition shall be administered fairly and may include citations, sponsorships, advertising and acknowledgements."

<https://www.ashrae.org/about/governance/ashrae-commercialism-policy-and-guidelines>

In the current lanyard model it is not clearly communicated that Company A is sponsoring the conference's lanyards. Such advertising could be seen as an endorsement by Society or the attendee. Other commercialism at the Annual and Winter meetings in the form of signs, banners, and programs are clearly stated as being sponsored. An example of a clearly communicated lanyard sponsorship would be "ASHRAE Winter Meeting 2020 - Lanyards Sponsored by Company A."

Fiscal Impact: Zero. The cost of printing new lanyards that communicate the level of sponsorship would be the responsibility of the sponsor.

MOTION 43 FAILED. (3-18-0, chair not voting) Event Sponsorship Ad Hoc report sent to Members Council for review. New sponsorship packages have been updated on the website and will officially be launched for the Austin Conference.

AI 68 Staff to report results of Motion 43 to the New Mexico Chapter and the Tucson Chapter and publish on the website.

It was moved by Mr. Schwedler and seconded

(44) That the proposed edits to ROB section 2.106.002.8 as shown below be approved.

2.106.002.8

1. An ASHRAE Chapter or an ASHRAE section may contribute to, affiliate with, or hold membership in any society, association, council or other organization in accordance with the Rules of the Board.



2. An ASHRAE Group that is a type of an ASHRAE section can be formed in those countries where national laws and official regulations prohibit the formation of chapters and sections or where a Group already existed as of January 1, 2019.

Background: This proposed change stemmed from discussions with the AiCARR Board in June of this year. The intent of this motion is grandfather two present Groups (AiCARR and ASHRAE/CIBSE). The AiCARR ASHRAE Strategic Agreement is attached (Attachment E).

Fiscal Impact: None.

Motion 44 Passed. (unanimous voice vote, chair not voting)

10. NEXT MEETING

Tuesday, February 4, 2020, 8:15 am - Noon, Hilton Orlando Hotel, Orlando, Florida

11. ADJOURNMENT

Mr. Gulledge adjourned the Members Council Meeting at 9:30 a.m.

Attachments:

- A – 2020-21 President Elect Gulledge PAOE Goals for the Chapters
- B – Status of Referrals from Members Council to Other Councils
- C – Carryover Action Items
- D – CRC Schedules
- E – AiCARR ASHRAE Strategic Agreement

2020-2021 PAOE Recommendations – Gulledge
October 28, 2019

The following recommendations reflect an attempt to streamline current PAOE structure, remove duplication and confusion, organize Presidential Initiative emphasis, and LEAN the system.

A. Chapter Operations:

1. Efficient Use of Volunteer's Time:

- a. CO2:
 - 1) "chapter" needs to be expanded to reflect potential for Chapter, Region, Section and Group variants. Our Non-North American portfolio has entities beyond just "chapters."
 - 2) Consider applying a CAP to this category.
 - 3) Consider moving this to the DRC Assigns sub-category for oversight of execution. The specificity of this category is open to interpretation.
- b. CO4:
 - 1) Eliminate CO4 as presented. The "This is ASHRAE" presentation does not address what the point effort targets. See CO7 comments below. If people skills and leadership training is important, we need a specific resource path to execute.
- c. CO5:
 - 1) Eliminate CO5 as presented. The "This is ASHRAE" presentation does not address what the point effort targets. See CO7 comments below. If marketing training is important, we need a specific resource path to execute.
- d. CO6:
 - 1) Eliminate CO6 as presented. This intent is already covered by CT1 and CT2 under Chapter Technology Transfer.
- e. CO7:
 - 1) Modify CO7 to read: [For a chapter presentation by the Chapter President on "This is ASHRAE" presentation].
 - 2) Remove highlighting any one Core Value above and beyond any other.
 - 3) Consider working the points to be on a per person view basis, with a yearly CAP. Suggest 5 points/person, 500 point CAP.
 - 4) And make the "This is ASHRAE" presentation easier to find. It is buried deep in the Marketing pond.

2. Building Performance – Building EQ:

- a. CO9:
 - 1) Allow for a CAP increase up to 500 from 200.
- b. C10:
 - 1) Allow for a CAP increase up to 500 from 100.

3. Planning:

- a. CO11:

ATTACHMENT A

- 1) Delete this category. The entire philosophy of this adds layering of structure. CTTC has this function covered.
- b. CO??:
 - 1) See commentary on CO14 below.
4. Meetings:
 - a. CO12:
 - 1) Remove “HVAC&R courses for continuing education, technical sessions, tours and...” from the exclusions. Leave social events as the one exclusion. Technical dissemination of any kind is what we are all about.
 - b. CO14:
 - 1) Change wording of “the Chapter president” to “A Chapter Officer.”
 - 2) Change wording of “new strategic plan” to “the 2019-2024 Strategic Plan.”
 - 3) I would also consider moving this to the Planning sub-category and adding specific points aligned with implementation accomplishments of the 2019-2024 Strategic Plan.
 - c. CO15:
 - 1) This is viewed as a duplication of CO19 and CO22. Say it once and say it well.
 - d. CO16:
 - 1) This category seems odd and based on geo-structure. A better way to address this is to target specific dissemination to the chapter section.
 - 2) A word of caution on the use of “chapter section,” we now have Groups and Sections that are not part of Chapters.
 - e. CO18:
 - 1) Delete this category.
 - f. CO19:
 - 1) This is viewed as a duplication of CO15 and CO22. Say it once and say it well.
 - g. CO21:
 - 1) Move this category to a new sub-section titled Presidential Initiative.
 - h. CO22:
 - 1) This is viewed as a duplication of CO15 and CO19. Say it once and say it well.
 - i. CO23:
 - 1) Remove, “including MP and SA Chapter Chairs that attend.” The intent is to get chapter members to attend. We don’t need specific highlights.
 - j. CO24:
 - 1) Delete this category. I would like to reword an alternative and place it in the Presidential Initiative sub-section.
5. Communications:
 - a. CO25:
 - 1) Delete this category. Intent is already covered in the Communications section.
 - b. CO26:
 - 1) Delete this category. Intent is already covered in the Communications section.
6. Honors and Awards Activities:

ATTACHMENT A

- a. CO27:
 - 1) Intent is good, but I would recommend parsing this into multiple categories as such:
 - a) Break Fellow nominations out @ 100 points each.
 - b) Break DSA nominations out @ 50 points each.
 - c) Break ESA nominations out @ 75 points each.
 - d) Break individual award nominations out @ 100 points each.
- b. CO29:
 - 1) Intent is good, but I would recommend parsing this into multiple categories as such:
 - a) Break Chapter Service Award nominations out @ 25 points each.
 - b) Break Regional Award of Merit nominations out @ 50 points each.
- 7. Sustainable Activities:
 - a. Use of the “above” in the Please Note section is confusing.
 - b. CO30:
 - 1) Alignment with categories CO31, CO32, and CO33 is blurred.
 - c. CO31:
 - 1) Alignment with categories CO30, CO32, and CO33 is blurred.
- 8. DRC Assigns:
 - a. CO32:
 - 1) Alignment with categories CO30, CO31, and CO33 is blurred. Whatever the final wording is, recommend putting this with the Sustainability initiatives.
 - b. CO33:
 - 1) Alignment with categories CO30, CO31, and CO32 is blurred. Whatever the final wording is, recommend putting this with the Sustainability initiatives.
 - c. CO34:
 - 1) Even though this is a DRC assigned category, it seems more prudent to organize the intent in the Planning sub-section.
 - d. CO35:
 - 1) Even though this is a DRC assigned category, it seems more prudent to organize the intent in the Planning sub-section.
 - e. CO39:
 - 1) Even though this is a DRC assigned category, it seems more prudent to organize the intent in the Planning sub-section.
- B. Chapter Technology Transfer:**
 - 1. Building Performance:
 - a. CT3:
 - 1) We need to find a way to push for more Technology Award entries.
Recommend we parse this category as follows:
 - a) Regional Award entries @ 100 Points + 100 Point Building EQ adder.
Consider raising the CAP up to 500-1000 points. We want submissions!
 - b) Society Award entries @ 200 Points + 200 Point Building EQ adder.
Consider raising the CAP to 1000 Points. We want submissions!
 - c) Technically, I would submit that all of this gets moved to the Awards and Submissions section of CTTC, not Building Performance.
 - b. CT4:

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- 1) Technically, I would submit that this gets moved to the Awards and Submissions section of CTTC, not Building Performance.
- 2) Also, these are two separate awards. Consider splitting them apart as separate categories. As worded, it looks like one award.
- c. CT5:
 - 1) This category presents a challenge to me. It is a collection of Presidential Initiative and specific Sustainability themes, which is already covered in Chapter Operations. How do we clean this up and eliminate duplication across PAOE?
2. Award and Submission Activities:
 - a. CT10:
 - 1) Delete all of the referenced double points adders.
 - b. Move all CTTC awards to this sub-section.
3. Meetings, Presentations or Events:
 - a. This sub-section needs a major overhaul. We have moved away from intent to disseminate to one of itemizing/capturing a legacy of themes.
 - b. CT11:
 - 1) This needs to be moved to a Presidential Initiative area and shortened.
 - c. CT12:
 - 1) This needs to be moved to a Presidential Initiative area and shortened.
 - d. CT13:
 - 1) This needs to be moved to a Presidential Initiative area and shortened.
 - e. CT14:
 - 1) The future path of the CTTC webcast is changing, so should this category. The 3-hr period is evolving. Future direction should offer points on a point/event virtual hosting of technical dissemination. I am open to final structure.
 - f. CT15:
 - 1) This category has too many adders and incomplete listing. Recommend new wording along the lines of [For each joint meeting with HVAC&R peer societies, organizations, and associations].
 - g. CT16:
 - 1) I am inclined to retool this category to focus on a per hour basis and not a 3-hr commitment. This also ties back to CO24 and desire to push this type item to Presidential Initiative.
 - 2) This category also opens the door for having too many individual “emphasis” targets for simply driving chapter programs. A program is a program. How can we lean this and minimize the variations of theme specific?
 - h. CT17:
 - 1) As structured, this category is cumbersome. The intent is to push certifications, good intent. Why are we limiting the points to the year one earns and the year one renews? Why can't we structure this to a points/certification/member/year process?
 - i. CT18:
 - 1) We need to clean up the potential Chapter-Region-Section-Group variations.
 - 2) I would add, what is the value of this category?
 - j. CT19:

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- 1) Another category based on simple technical dissemination with a theme emphasis and inconsistent points. How can we lean these variations?
- k. CT20:
 - 1) Another category based on simple technical dissemination with a theme emphasis and inconsistent points. How can we lean these variations?
- l. CT21:
 - 1) This is an interesting category. It only awards points if one seeks out unallocated DL visit. I would rather see our chapters push hard to get allocated **and** unallocated DL visit. Can we rework this category to drive for more aggressive pursuit of DL visitation?
- m. CT23:
 - 1) Another category based on simple technical dissemination via tours with a theme emphasis and inconsistent points compared to CT28. How can we lean these variations?
- n. CT25:
 - 1) Another category based on simple technical dissemination with a theme emphasis and inconsistent points. How can we lean these variations?
- o. CT26:
 - 1) Another category based on simple technical dissemination with a theme emphasis and inconsistent points. How can we lean these variations?
 - 2) Note, GA12 covers the same intent.
- p. CT27:
 - 1) Another category based on simple technical dissemination with a theme emphasis and inconsistent points. How can we lean these variations?
- q. CT28:
 - 1) Another category based on simple technical dissemination via tours with a theme emphasis and inconsistent points compared to CT23. How can we lean these variations?
4. Chapter Member and YEA Activities:
 - a. CT30:
 - 1) Delete adder for YEA member. We have a YEA Section that could address this intent.
 - b. CT31:
 - 1) Delete adders for special interests. Note, we have a YEA Section that could address this intent.
 - c. CT32:
 - 1) Delete this category. Provide new supplement to CT3 to cover Chapter Technology Award entries.
 - 2) Delete adder for YEA member. Push bEQ like the Regional and Society award entry recommendations.
5. RVC Assigns:
 - a. CT34:
 - 1) This is an award category, move it to the Awards sub-section.
 - b. CT35:
 - 1) This is an award category, move it to the Awards sub-section.
 - 2) Side-note, do we still have this award moving forward?
6. Miscellaneous:

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- a. I would like to see recognition for chapter members being actively engaged in TC, TRG, MTG, SPC, and SSPC. If we have a chapter member as a VM or NVM, I would like to see the chapter get PAOE points.
- b. I don't see where we have any credit for chapter members writing technical articles for the ASHRAE Journal or High Performing Buildings. We should promote and acknowledge such.

C. Communications:

1. General:

- a. CC7:
 - 1) I struggle with this category as it only rewards a one-time set it up action. Would we not be better served to modify this to setup and maintain on an annual basis? In other words, consolidate with CC8?
- b. CC8:
 - 1) Consider consolidation with CC7.
- c. CC9:
 - 1) Consider consolidation of CC9, CC10, and CC11. This seems all too granular as parsed.
- d. CC10:
 - 1) Consider consolidation of CC9, CC10, and CC11. This seems all too granular as parsed.
- e. CC11:
 - 1) Consider consolidation of CC9, CC10, and CC11. This seems all too granular as parsed.
- f. CC13:
 - 1) How is CC13 different than CC6?
- g. CC14:
 - 1) Considering deleting this category. Why are we asking Chapters to develop Apps for ASHRAE?

2. RVC Assigns:

- a. CC16:
 - 1) Consider deleting this category. Why are we promoting recycle of members?

D. Government Affairs:

1. Administrative and Training Activities:

- a. GA3:
 - 1) No exception to the category, but it seems duplicate to GA11.
- b. GA5:
 - 1) No exception to the category, but it seems duplicate to GA13.
- c. GA8:
 - 1) No exception to the category, but it seems duplicate to GA18.
 - 2) Also seems duplicate to CO10 in some ways.
- d. GA10:
 - 1) Why is this in GAC? Is this not a CTTC activity?
- e. GA11:
 - 1) No exception to the category, but it seems duplicate to GA3.
- f. GA12:
 - 1) No exception to the category, but it seems duplicate to a number of GA categories.

2. RVC Assigns:

- a. GA13:
 - 1) No exception to the category, but it seems duplicate to GA5.
- b. GA15:
 - 1) Consider deleting this category. Why are we promoting recycle of members?
- c. GA18:
 - 1) No exception to the category, but it seems duplicate to GA8.
 - 2) Also seems duplicate to CO10 in some ways.
- d. GA20:
 - 1) No exception to the category, but it seems duplicate to GA8.
 - 2) Also seems duplicate to CO10 in some ways.

E. Historical:

1. YEA/Diversity Activities:

- a. H10:
 - 1) Delete category. If the YEA element is important, put it in the YEA section. Not sure I understand the intent of Diversity here. Diversity is but one of our core values. Why is this a PAOE item on its own basis?
- b. H11:
 - 1) Delete category. Diversity is but one of our core values. Why is this a PAOE item on its own basis?

2. RVC Assigns:

- a. H13:
 - 1) Consider deleting this category. Why are we promoting recycle of members?

F. Membership Promotion:

1. RVC Assigns:

- a. MP14:
 - 1) Delete this category. This is a duplication of MP12 and MP13.
- b. MP15:
 - 1) Consider deleting this category. Why are we promoting recycle of members?
- c. MP16:
 - 1) Consider deleting, or modifying, this category. Why are we only rewarding promotion of one core value?

G. RP:

- 1. This section is all about what staff assigns. I do not desire to tweak any of the current structure. That said, I do have some recommendation considerations to perhaps add.
 - a. I would like to see a recognition for specific money raised to support the ASHRAE HQ renovation. This would be a category with a 1-2 year shelf life.
 - b. I would like to see some feedback mechanism to the chapter on how research funds are spent. Informing at the Chapter level would be a nice category.

H. Student Activities:

1. Efficient Use of Volunteers Time:

- a. SA1:
 - 1) Why do we need SA1 and SA2? They are the same outcome.
- b. SA2:
 - 1) Why do we need SA1 and SA2? They are the same outcome.

2. Globalization:

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- a. SA20:
 - 1) What is the value associated with this category?
- b. SA21:
 - 1) What is the value associated with this category?
- c. SA22:
 - 1) What is the value associated with this category?
- 3. Meetings:
 - a. SA27:
 - 1) This category is another parallel to SA1 and SA2. It offers the unique focus of women in, which is a positive initiative. Structurally though, we now have 3 separate categories for STEM. Can we align/consolidate?
- 4. Miscellaneous:
 - a. Why don't we have a category for promoting student members to apply for the numerous ASHRAE Society scholarships?
- I. YEA:**
 - 1. YEA Program Attendance:
 - a. YEA6:
 - 1) I am struck that the CAP for only 2 events @ 300 points each is too low. Perhaps we can consider a slightly smaller point total per event and raising the CAP?
 - 2. Miscellaneous:
 - a. Incorporate all other recommended section referrals to YEA.
- J. 2020-2021 Presidential Initiatives:**
 - 1. Somehow, I hope we can Lean our overall PAOE template to allow each President to put their mark on the Society year. I would propose we remove themes and surgical delivery presenters from all sections and create a unique sub-section under Chapter Operations (or other as we see fit).
 - a. This will allow each President to focus on what to add and what to sunset.
 - b. This will allow Members Council to respond to the direction that the President wants to go without having to get granular within each PAOE section. I don't know what this looks like yet in structure, but it is a concept to keep legacy theme direction to be vetted for continued use.
 - c. We will have some fun stripping themes out of sections and simplifying specific targets. Mining upstream will be a challenge. Sheila and Darryl's initiatives are easy and I want to keep all of them as it relates to:
 - 1) Effective Building Operations.
 - 2) Resilience.
 - 3) Wellness – IEQ.
 - 4) Smart Grid – Cities – Buildings.
 - 5) Sustainability.
 - d. We can add bonus emphasis points for select presenters; such as YEA member, Student Member, etc. Don't bury these surgically across all sections.
 - 2. That said, here are my Presidential Initiative ideas I would like to include:
 - a. 2019-2024 Strategic Plan:
 - 1) Incorporate actionable implementation targets that Members Council defines we should/could do. This has a lot of to be determined content. If we don't

ATTACHMENT A

define actionable activities by the time this has to be published, then we can defer to next year.

- b. High level themes for point accrual:
 - 1) The ASHRAE Digital Lighthouse in the 4th Industrial Revolution. This has a lot of sub-definition that I will unfold as the year progresses.
 - 2) Virtual Design and Construction. This has a lot of sub-definition that I will unfold as the year progresses.
 - 3) Data.
 - 4) Lean.
 - 5) Integrated Project Delivery.
 - 6) Off-Site Construction.
 - 7) Refrigeration and Refrigerants.
 - 8) Net-Zero Energy.
 - 9) Net-Zero Carbon (this will be exciting).
 - 10) Ethics.

STATUS OF REFERRALS FROM MEMBERS COUNCIL TO OTHER COUNCILS/COMMITTEES

| CITY - DATE | MOTION # | MOTION | REFERRED TO | RESPONSE |
|-------------------|----------|---|--|---|
| Atlanta – 10/2014 | 19h | That ASHRAE make a plan or strategy, by the year 2015 annual conference, for comparing, aligning and promoting ASHRAE standards, especially on the energy performance of buildings, with the corresponding standards from other international standardization bodies, for example, ISO and CEN. (Region XIV, Hellenic Chapter – 2014 Fall CRC) | Technology Council | <p>11/05/2015 Status: This turns out to be a complex issue that will require a bit more work. ASHRAE representatives on ISO committees report that we need to have some discussions with ANSI about alignment and scoping issues at ISO. The reason ASHRAE consult with ANSI is because they officially hold the U.S. seat at ISO. So while the motion is a good one, the analysis and plan will take some time.</p> <p>06/20/2017 Status: This motion is still under review. The ASHRAE Director of Technology will schedule a meeting at ANSI headquarters to request a change to the business model for standards sales. There is also a Presidential Ad Hoc on Globalization of Standards that will present recommendations for consideration to the ASHRAE Board in Long Beach.</p> <p>OPEN</p> |
| Atlanta – 10/2016 | 4l | That GGAC should establish and develop a published committee methodology to identify, contact, and work with the AASA (ASHRAE Associate Society Alliance) representatives and other in-country associations in conjunction with normal operating GGAC committee procedures when making contacts outside the United States government activities, beginning January 2017. (Region XII, Brasil Chapter – 2016 Fall CRC) | Executive Committee | <p>01/23/2018 – The chair of GGAC will assign a GGAC member to attend the ASHRAE Associate Societies Alliance meetings at the Winter and Annual meetings. GGAC has not established and developed a published committee methodology to identify, contact, and work with the AASA representatives and other in-country associations in conjunction with normal operating GGAC committee procedures when making contacts outside the United States. This, however, is on the agenda for the MBO Ad Hoc Subcommittee on Global Affairs for their recommendation.</p> <p>06/26/2018 – GGAC asked Members Council to refer this motion to Society ExCom because many of the contacts with non-US Government Officials take place by the Board of Directors and ExCom, not through GGAC.</p> <p>OPEN</p> |
| Atlanta – 10/2016 | 7l | That the Handbook includes a chapter on ventilation for the textile and garment industries. (Region-At-Large, Bangladesh Chapter – 2016 Fall CRC) | Technical Activities Committee | OPEN |
| Chicago – 01/2018 | 17 | That a referral be made to TC 8.7 Variable Refrigerant Flow to review sensible and latent capacities at part load conditions for performance testing of variable refrigerant standard ducted or non-ducted indoor units as stipulated by AHRI, and incorporate them in ASHRAE documentation by January 1, 2019. (Region XII, Florida West Coast Chapter – 2017 Fall CRC) | Technology Council | <p>01/23/2018 – Members Council approved this motion and referred it to Technology Council for consideration.</p> <p>OPEN</p> |
| Atlanta – 11/2018 | 13 | That a scoring system for TCs (Technical Committees) similar to the PAOE (Presidential Award of Excellence) scoring system for chapters be created. (Region XII – Brasil Chapter – 2018 Fall CRC) | Technology Council | <p>02/21/2019 – Technology Council referred this motion to TAC for review and response. This is currently being addressed by TAC in their MOP that applies to all TCs.</p> <p>OPEN</p> |
| Atlanta – 11/2018 | 15 | That by July 1, 2019 that the Standing Standards Project Committees (SSPC's) and Standards Project Committees (SPC's) create permanent liaison positions on the ASHRAE SSPC or SPC for a person in the society or organization who's published documents are referenced by that Standard. (Region XII – Central Florida Chapter – 2018 Fall CRC) | Standards Committee & Technology Council | OPEN |
| Atlanta – 11/2018 | 28 | That Society encourage the VRF industry to publish performance data that is aligned with ASHRAE research; in particular, airspeed rates that are aligned with thermal comfort standards and research, as well as room air distribution research. Also, ratings that are based on standard room temperatures. (Region II – Montreal Chapter – 2018 Fall CRC) | Technology Council | <p>02/21/2019 – Technology Council referred this motion to TC 8.7 with copy to the TAC Chair.</p> <p>OPEN</p> |
| Atlanta – 11/2018 | 32 | That ASHRAE include as an addition to the next climatic data update which is scheduled to be published in the 2021 version of the ASHRAE Handbook, Fundamentals with updated data for the locations as included in the ASHRAE CLIMATIC DATA FOR REGION X is the American Society of Heating, Refrigerating and Air-Conditioning Engineers document titled "ASHRAE Climatic Data for Region X, Arizona, California, Hawaii and Nevada," Publication SPCDX, 1982 and "Supplement," 1994. (Region X – Tucson Chapter – 2018 Fall CRC) | Technology Council | <p>02/21/2019 – Technology Council referred this motion to TC 4.2 through RAC and TAC. It is likely that the best response would be to submit this as a research project.</p> <p>OPEN</p> |

STATUS OF REFERRALS FROM MEMBERS COUNCIL TO OTHER COUNCILS/COMMITTEES

| CITY - DATE | MOTION # | MOTION | REFERRED TO | RESPONSE |
|-------------------|----------|--|--|----------|
| Atlanta – 11/2019 | 7a | That Society revise the criteria for the Scholarship program to allow the contribution to be taken in Canadian funds and the scholarship be given in Canadian funds. (Region II – Toronto Chapter – 2019 Fall CRC) | Scholarship Trustees | OPEN |
| Atlanta – 11/2019 | 7c | That the candidate requirements for all Regional Vice Chair positions be revised except for the YEA Regional Vice Chair as follows: "Regional Vice Chairs shall hold Member grade or higher in the Society, shall have been in the grade of Member and in good standing for three years prior to the start of their terms..... " (Region IX – Kansas City Chapter – 2019 Fall CRC) | Grassroots Committees (CTTC, GAC, MPC, RPC, and SAC) | OPEN |
| Atlanta – 11/2019 | 7d | That the ASHRAE Bylaws, Article II, be amended to change the print grade from "Member" to "Full Member." (Region IX – Rocky Mountain Chapter – 2019 Fall CRC) | Membership Promotion Committee | OPEN |
| Atlanta – 11/2019 | 7e | That the Society Nominating Committee revise the Nominating Process and Ballot, to deliberate and present candidates for election by the membership in priority order from the final vote of the Nominating Committee, immediately following the Winter meeting as follows: a. President-Elect and Treasurer; not less than two for each, but not more than three for each position. b. Vice Presidents; not less than six, but not more than eight. c. Directors-at-Large (DAL); not less than six, but not more than nine. (Region XII – Florida West Coast Chapter – 2019 Fall CRC) | Nominating Committee | OPEN |
| Atlanta – 11/2019 | 7f | That Region XIV be consulted in the process of replacing the staff member in Europe. (Region XIV – UK Midlands Chapter – 2019 Fall CRC) | Executive Committee | OPEN |
| Atlanta – 11/2019 | 7g | That the ASHRAE President or President-Elect be mandated to charter new chapters. (Region-At-Large – Sub Region Chairs – 2019 Fall CRC) | Executive Committee | OPEN |
| Atlanta – 11/2019 | 7h | That the increase of membership fees be implemented in stages when a country's World Bank classification is upgraded. (Region-At-Large – Sri Lankan Chapter – 2019 Fall CRC) | Membership Promotion Committee | OPEN |
| Atlanta – 11/2019 | 11 | That Society institute a "Distinguished 75-Year Member Award," made available February 2020. (Region V – Evansville Chapter – 2019 Fall CRC) | Honors and Awards Committee | OPEN |
| Atlanta – 11/2019 | 21 | That Society hold one HVAC Essentials course in Region II per year. Region II – Toronto Chapter – 2019 Fall CRC) | Professional Development Committee | OPEN |
| Atlanta – 11/2019 | 23 | That Society "to build a Standard" for neutralization systems for the prevention of release of corrosive wastes entering a sewer system. Corrosive waste neutralization systems do not currently have a standard for compliance and is referenced in the O.B.C. (Ontario Building Code) and N.P.C. (National Plumbing Code) 7.4.4.4 and 2.4.4.4 respectively as a requirement. (Region II – Windsor Chapter – 2019 Fall CRC) | Technology Council | OPEN |
| Atlanta – 11/2019 | 26 | That awarded recipients' name, Chapter, and Country be included on the screen at the Plenary session awards ceremonies during the winter and annual conferences. (Region VII – Louisville Chapter – 2019 Fall CRC) | Honors and Awards Committee | OPEN |
| Atlanta – 11/2019 | 33 | That ASHRAE investigate a carbon offset policy for air travel. (Region XIV – Ireland Chapter – 2019 Fall CRC) | Technology Council | OPEN |
| Atlanta – 11/2019 | 42 | That Section 5 of the candidate's ASHRAE individual biographical report (ASHRAE Bio), headshot photo, and a maximum one-page statement from each candidate, in addition to the currently provided information, be attached to the electronic member ballot and information package (Motion 13 11/14/2019 – Region XII Florida West Coast Chapter – 2019 Fall CRC). | Nominating Committee | OPEN |

| AI# | PG# | DUTY | DUE DATE | STATUS | CARRYOVER ACTION ITEMS |
|---|------------|-------------|-----------------|---------------|---|
| 2019 MEMBERS COUNCIL ANNUAL MEETING (06/25/2019) | | | | | |
| 1 | 5 | Staff | 06/19 | Complete | To send GAC Motion 3 to the BOD for approval during Kansas City meeting. |
| 2 | 9 | Staff | 06/19 | Complete | To send Motion 8 to the BOD for approval during Kansas City meeting. |
| 3 | 10 | Staff | 11/19 | Complete | To send Motion 9 to SRC for review before sending it to the BOD for approval. |
| 4 | 11 | Staff | 11/19 | Complete | To refer Motion 11 to the 2019-20 PAOE Subcommittee for the 2020-21 PAOE. |
| 5 | 13 | Staff | 11/19 | Complete | To send Motion 13 to SRC before sending it to the BOD for approval. |
| 6 | 10 | Staff | 11/19 | Complete | To send Motion 14 to SRC before sending it to the BOD for approval. |
| 7 | 15 | Staff | 06/19 | Complete | To send Motion 17 to the BOD during Kansas City meeting. |
| 8 | 19 | Staff | 11/19 | Complete | To report results of Motion 23 to the Central Oklahoma Chapter and publish on the website. |
| 9 | 19 | Staff | 11/19 | Complete | To refer Motion 24 to the Government Affairs Committee for consideration. |
| 10 | 19 | Staff | 11/19 | Complete | To report status of Motion 24 to the Oregon Chapter and publish on the website. |
| 11 | 21 | Staff | 11/19 | Complete | To refer Motion 25 to the Government Affairs Committee for consideration. |
| 12 | 21 | Staff | 11/19 | Complete | To report status of Motion 25 to the Oregon Chapter and publish on the website. |
| 13 | 21 | Staff | 11/19 | Complete | To report the results of Motion 26 to the Regina Chapter and publish on the website. |
| 14 | 22 | Staff | 11/19 | Complete | To report results of Motion 27 to the Montreal Chapter and publish on the website. |
| 15 | 23 | Staff | 06/19 | Complete | To send Motion 28 to the BOD for approval during the Kansas City meeting. |
| 16 | 25 | Staff | 11/19 | Complete | To send Motion 31 to Society Rules Committee as a housekeeping item for inclusion in the ROB's. |
| 17 | 27 | Staff | 11/19 | Complete | To send Motion 32 to the BOD for approval during the 2019 fall meeting; motion was reviewed by SRC. |

| AI# | PG# | DUTY | DUE DATE | STATUS | CARRYOVER ACTION ITEMS |
|------------|------------|-----------------------|-----------------|---------------|---|
| 18 | 27 | Staff | 11/19 | Complete | To report the results of Motion 33 to the Illinois Chapter and publish on the website. |
| 19 | 28 | Staff | 11/19 | Complete | To report results of Motion 34 to the Illinois Chapter and publish on the website. |
| 20 | 28 | Staff | 11/19 | Complete | To report the results of Motion 35 to the Southwest Florida Chapter and publish on the website. |
| 21 | 29 | Staff | 11/19 | Complete | To report results of Motion 40 (11/8/2018) to the Hellenic Chapter and publish on the website. |
| 22 | 29 | Planning Subcommittee | 11/19 | Complete | To combine 2017 CRC Motion 12 and 2017 CRC Motion 25 and make recommendation. |
| 23 | 32 | Staff | 11/19 | Complete | To report the results of CRC Motion 9 to the Regina Chapter and publish on the website. |
| 24 | 32 | Staff | 11/19 | Complete | To refer Motion 36 to Technology Council for consideration. |
| 25 | 32 | Staff | 11/19 | Complete | To report the status of Motion 36 to the Minnesota Chapter and publish on the website. |
| 26 | 33 | Staff | 11/19 | Complete | To refer Motion 37 to RP Staff for consideration. |
| 27 | 33 | Staff | 11/19 | Complete | To report status of Motion 37 (CRC Motion 2), to the Minnesota Chapter and publish on the website. |
| 28 | 33 | Staff | 11/19 | Open | To develop a comprehensive list of training activities to publish on the website in one location as indicated in Motion 38. |
| 29 | 33 | Staff | 11/19 | Complete | To report status of Motion 38 to the Alaska Chapter and publish on the website. |
| 30 | 34 | Staff | 11/19 | Complete | To report results of Motion 39 to the Pakistan Chapter and publish on the website. |
| 31 | 36 | Staff | 11/19 | Complete | To report results of Motion 40 to the Brasil Chapter and publish on the website. |
| 32 | 37 | Manual Subcommittee | 11/19 | Open | To review chapter financial accountability, policies and procedures when dissolving chapters and edit or add to the MCO. |
| 33 | 38 | Staff | 11/19 | Complete | To revise Section 12 of the MCO as indicated in Motion 41. |

| AI# | PG# | DUTY | DUE DATE | STATUS | CARRYOVER ACTION ITEMS |
|------------|------------|--------------------------------|-----------------|---------------|---|
| 34 | 38 | Staff | 11/19 | Complete | To revise Appendix AK of the CRC Manual as indicated in Motion 42. |
| 35 | 40 | Region Operations Subcommittee | 11/19 | Complete | To make recommendation on Region VI, Madison Chapter, 2019 Spring CRC Motion 3, "That Members Council lower the number of Nominating Committee members from 5 to "a minimum of 3" for all Chapters, effective for the 2019/2020 chapter calendar." |
| 36 | 39 | Staff | 11/19 | Complete | To report status of CRC Motion 3 to the Madison Chapter and publish on the website. |
| 37 | 39 | Manual Subcommittee | 11/19 | Open | To make recommendation on Region XI, Alaska Chapter, 2019 Spring CRC Motion 5, "That Members Council include points for Chapter Section heads into the Chapter Service Award and Regional Award of Merit point tally sheet with one point per year for their work as Section head." |
| 38 | 39 | Manual Subcommittee | 11/19 | Open | To review award point structure for Chapter Service Award and Regional Award of Merit and make recommendation. |
| 39 | 39 | Staff | 11/19 | Complete | To report status of CRC Motion 5 to the Alaska Chapter and publish on the website. |

2019 MEMBERS COUNCIL WINTER MEETING (01/15/2019)

| | | | | | |
|----|----|---------------------|-------|------|---|
| 16 | 25 | Manual Subcommittee | 06/19 | Open | To develop step-by-step guidelines needed for DRCs when dissolving chapters. After plan is developed include in the Region Operations Manual. |
|----|----|---------------------|-------|------|---|



CRC SCHEDULE 2019-2020

| <u>FALL 2019</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
|---------------------------|---|------------------------------------|--|-------------------------|-------------------------|--|--|
| REGION I | NIAGARA FRONTIER BUFFALO, NY | MAINE LEWISTON, ME | AUGUST 3 RD WEEK | AUGUST 15-17 | GULLEDGE MCQUADE | JOYCE ABRAMS LIZZY SEYMOUR | BECCA HOJNACKI |
| REGION II | HALIFAX NOVA SCOTIA, CANADA | QUEBEC VILLE DE QUEBEC | AUGUST 4 TH WEEK | AUGUST 23-25 | GULLEDGE MEHBOOB | ALICE YATES | MARK LAWRENCE |
| REGION III | HAMPTON ROADS NORFOLK, VA | NATIONAL CAPITAL WASHINGTON, DE | AUGUST 3 RD WEEK | AUGUST 15-17 | BOYCE DEAN | DANIEL GURLEY | BRIAN DERBY |
| REGION IV | SOUTHERN PIEDMONT CHARLOTTE, NC | GREENVILLE GREENVILLE, SC | AUGUST 2 ND WEEK | SEPTEMBER 26-28 | GULLEDGE KNIGHT | MARK OWEN | DAVID MCDANIEL CHUCK CURLIN |
| REGION V | WESTERN MICHIGAN GRAND RAPIDS, MI | FORT WAYNE FORT WAYNE, IN | JULY 4 TH WEEK | JULY 25-27 | SCHWEDLER MCQUADE | CRAIG WRIGHT | ADAM DOUBLSTEIN |
| REGION VII** | FLORIDA WEST COAST & BLUEGRASS CHAPTERS TAMPA, FL | | AUGUST 1 ST WEEK | AUGUST 7-11 | BOYCE KNIGHT | VANITA GUPTA (NON-CONCURRENT BUSINESS SESSIONS) | GRANT PAGE DAN ROGERS |
| REGION IX** | SAN DIEGO & NEW MEXICO CHAPTERS SAN DIEGO, CA | NEW MEXICO ALBUQUERQUE, NM | AUGUST 1 ST WEEK | AUGUST 18-20 | SCHWEDLER DEAN | JEFF LITTLETON JOSLYN RATCLIFF (CONCURRENT BUSINESS SESSIONS) | HEATHER SCHOPPLEIN JOE HIGHAM STEPHEN FORNER KEVIN BLANKEMEIER |
| REGION X** | SAN DIEGO & NEW MEXICO CHAPTERS SAN DIEGO, CA | TUCSON TUCSON, AZ | AUGUST 3 RD WEEK | AUGUST 18-20 | BOYCE KNIGHT | JEFF LITTLETON JOSLYN RATCLIFF (CONCURRENT BUSINESS SESSIONS) | HEATHER SCHOPPLEIN KEVIN BLANKEMEIER JOE HIGHAM STEPHEN FORNER |
| REGION XII** | FLORIDA WEST COAST & BLUEGRASS CHAPTERS TAMPA, FL | ARGENTINA BUENOS AIRES, ARG | AUGUST 2 ND WEEK | AUGUST 7-11 | GULLEDGE | VANITA GUPTA (NON-CONCURRENT BUSINESS SESSIONS) | DAN ROGERS GRANT PAGE |
| REGION XIII | MALAYSIA SUNWAY LAGOON RESORTS HOTEL | INDONESIA JAKARTA, IDN | AUGUST 4 TH WEEK | AUGUST 23-24 | BOYCE MCQUADE | STEPHANIE REINICHE | CHEA SUEI KEONG |
| REGION XIV | HELLENIC ATHENS, GREECE | SPAIN MADRID, SPAIN | SEPTEMBER 3 RD WEEK | SEPTEMBER 26-29 | BOYCE DEAN | STEVE COMSTOCK | DEMITRIS CHARALAMBOPOULOS |
| RAL | REGION-AT-LARGE JORDAN HILTON DEAD SEA | | SEPTEMBER 3 RD WEEK | SEPTEMBER 26-29 | SCHWEDLER MEHBOOB | JOYCE ABRAMS | AZMI ALI |
| <u>SPRING 2020</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
| REGION VI | CENTRAL ILLINOIS PEORIA, IL | NE WISCONSIN GREEN BAY, WI | MAY 1 ST WEEK | MAY 7 - 9 | GULLEDGE KNIGHT | KIM MITCHELL | ASHLEIGH BROWN JAMIE MOEHLING |
| REGION VIII | HOUSTON HOUSTON, TX | MONTERREY MONTERREY, MEX | APRIL 4 TH WEEK | APRIL 23-26 | GULLEDGE DEAN | JEFF LITTLETON | BRUCE FLANIKEN ALAN NEELY |
| REGION XI | NORTHERN ALBERTA EDMONTON, AB | INLAND EMPIRE SPOKANE, WA | MAY 2 ND WEEK | APRIL 30 – MAY 2 | GULLEDGE BOYCE | JOYCE ABRAMS | KENT SIGNORINI |

Additions and/or revisions are shaded. ****Joint CRC Meeting**

Revised: September 27, 2019

Distribution: EXCOM, DRCS, LITTLETON, NEME, OWEN, WRIGHT, ABRAMS, GUPTA, YATES, REINICHE, MITCHELL, SEVIER, GIOMETTI, DEVAUGHN, MUMFORD, GURLEY, MASTERSON, THOMSON, SEYMOUR, GRANT, KELLER, RATCLIFF



CRC SCHEDULE 2020-2021

| <u>FALL 2020</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
|---------------------------|---|---|--|-----------------------------|-----------------------------|--------------|---|
| REGION I | MAINE LEWISTON, ME | GRANITE STATE MANCHESTER, NH | AUGUST 3 RD WEEK | AUGUST 13-15 | | | RACHAEL ROY |
| REGION II | QUEBEC QUEBEC, PQ, CANADA | OTTAWA VALLEY OTTAWA, ON | AUGUST 4 TH WEEK | AUGUST 21-23 | | | GUY PERREAULT |
| REGION III | NATIONAL CAPITAL WASHINGTON, DC | CEN PENNSYLVANIA HARRISBURG, VA | AUGUST 3 RD WEEK | AUGUST 13-15 | | | ERIN MILLER LAURA MORDER |
| REGION IV | GREENVILLE GREENVILLE, SC | CHARLESTON CHARLESTON, SC | AUGUST 2 ND WEEK | AUGUST 13-15 | | | WILLIAM "BILL" KNIGHT |
| REGION V | FORT WAYNE FORT WAYNE, IN | | JULY 4 TH WEEK | JULY 23-25 | | | MATTHEW KLOK |
| REGION VII | NWFL/ MOBILE/ MS/ NOLA BILOXI, MS | EAST TENNESSEE KNOXVILLE, TN | AUGUST 1 ST WEEK | JULY 30-AUGUST 1 | | | SHANNON HOLDERFIELD, NWFL |
| REGION IX | PIKES PEAK COLORADO SPRINGS, CO | ROCKY MOUNTAIN DENVER, CO | AUGUST 1 ST WEEK | AUGUST 6-8 | | | MIKE VAN DEN HEUVEL |
| REGION X | TUCSON TUCSON, AZ | ORANGE EMPIRE ANAHEIM, CA | AUGUST 3 RD WEEK | AUGUST 20-23 | | | BUZZ WRIGHT |
| REGION XII | CENTRAL FLORIDA ORLANDO, FL | | AUGUST 2 ND WEEK | | | | NATE BOYD |
| REGION XIII | INDONESIA JAKARTA, IDN | JAPAN TOKYO, JPN | AUGUST 4 TH WEEK | AUGUST 21-22 | | | HERLIN HERLIANIKA |
| REGION XIV | SPAIN MADRID, SPAIN | | SEPTEMBER 3 RD WEEK | SEPTEMBER 25-27 | | | |
| RAL | S AFRICA/INDIA (7) AND PAKISTAN (4) CHAPTERS CAPETOWN ZAF | | SEPTEMBER 3 RD WEEK | SEPTEMBER 26-29 | | | ADEEBA MEHBOOB |
| <u>SPRING 2021</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
| REGION VI | NE WISCONSIN GREEN BAY, WI | MINNESOTA MINNEAPOLIS, MN | MAY 1 ST WEEK | APRIL 29-MAY 1 | | | STEVE MARTHALER |
| REGION VIII | MONTERREY MONTERREY, MEX | HOUSTON HOUSTON, TX | APRIL 4 TH WEEK | APRIL 22-24 | | | ELEAZAR RIVERA |
| REGION XI | INLAND EMPIRE SPOKANE, WA | REGINA REGINA, SK | MAY 2 ND WEEK | | | | DAVID REAMES TERRY HERRON (CO- CHAIR) |

Additions and/or revisions are shaded.

Revised: January 17, 2020

Distribution: EXCOM, DRCS, LITTLETON, NEME, OWEN, WRIGHT, ABRAMS, GUPTA, YATES, REINICHE, MITCHELL, SEVIER, GIOMETTI, DEVAUGHN, MUMFORD, GURLEY, MASTERSON, THOMSON, SEYMOUR, GRANT, KELLER, RATCLIFF



CRC SCHEDULE 2021-2022

| <u>FALL 2021</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
|---------------------------|------------------------------------|---------------------------------------|--|-----------------------------|-----------------------------|--------------|---------------------------------|
| REGION I | GRANITE STATE MANCHESTER, NH | RHODE ISLAND PROVIDENCE, RI | AUGUST 3 RD WEEK | | | | PAUL BEMIS |
| REGION II | OTTAWA VALLEY OTTAWA, ON | LONDON LONDON, ON | AUGUST 4 TH WEEK | | | | STEPHEN LYNCH EVANS MUTUA |
| REGION III | CEN PENNSYLVANIA HARRISBURG, VA | ANTHRACITE SCRANTON, PA | AUGUST 3 RD WEEK | | | | |
| REGION IV | CHARLESTON CHARLESTON, SC | | AUGUST 2 ND WEEK | | | | |
| REGION V | | | JULY 4 TH WEEK | | | | |
| REGION VII | EAST TENNESSEE KNOXVILLE, TN | LOUISVILLE LOUISVILLE, KY | AUGUST 1 ST WEEK | | | | CHUCK BIGGS |
| REGION IX | ROCKY MOUNTAIN DENVER, CO | UTAH SALT LAKE CITY, UT | AUGUST 1 ST WEEK | | | | MICHELLE SWANSON JOHN STUMPF |
| REGION X | ORANGE EMPIRE ANAHEIM, CA | NORTHERN NEVADA RENO, NV | AUGUST 3 RD WEEK | | | | JEFF CONRAD |
| REGION XII | CENTRAL FLORIDA ORLANDO, FL | | AUGUST 2 ND WEEK | | | | |
| REGION XIII | JAPAN TOKYO, JPN | TAIWAN TAIPEI, TWN | AUGUST 4 TH WEEK | AUGUST 20-21 | | | RYOZO OOKA |
| REGION XIV | | | SEPTEMBER 3 RD WEEK | | | | |
| RAL | | | SEPTEMBER 3 RD WEEK | | | | |
| <u>SPRING 2022</u> | HOST CHAPTER LOCATION | ALTERNATE CHAPTER LOCATION | TARGET MONTH/WEEK (1st, 2nd, 3rd week, etc.) | ACTUAL CRC DATES | OFFICIAL VISITOR | STAFF | CRC CHAIR |
| REGION VI | MINNESOTA MINNEAPOLIS, MN | | MAY 1 ST WEEK | | | | |
| REGION VIII | HOUSTON HOUSTON, TX | | APRIL 4 TH WEEK | | | | |
| REGION XI | REGINA REGINA, SK | | MAY 2 ND WEEK | MAY 12-14 | | | PIERRE RANGER |

Additions and/or revisions are shaded.

Revised: November 15, 2019

Distribution: EXCOM, DRCS, LITTLETON, NEME, OWEN, WRIGHT, ABRAMS, GUPTA, YATES, REINICHE, MITCHELL, SEVIER, GIOMETTI, DEVAUGHN, MUMFORD, GURLEY, MASTERSON, THOMSON, SEYMOUR, GRANT, KELLER, RATCLIFF



AiCARR ASHRAE STRATEGIC PARTNERSHIP AGREEMENT

AiCARR, founded in 1960, generates innovation in the energy infrastructure by conserving the use of energy and natural resources in the heating, ventilating, air-conditioning and refrigeration industry.

Founded in 1894, ASHRAE, Atlanta, Georgia advances the arts and sciences of heating ventilating, air-conditioning and refrigeration to serve humanity and promote a sustainable world.

AiCARR and ASHRAE have worked closely together for more than fifty years to the mutual benefit of its members and society. This bilateral agreement's purpose is to provide a framework through which AiCARR and ASHRAE can work collaboratively to leverage each other's strengths and accomplish organizational goals that best serve their respective members, the profession and society.

The basic tenets of this agreement include:

- Exploring development of joint training and educational programs in Italy and USA.
- Exploring development of new conferences that accelerate technology dissemination.
- Collaboration on research that will advance mutual member interests.
- Coordination of research programs.
- Mutual endorsement of conferences and exchange of technical expert speakers.
- Exploring opportunities to collaborate on technical publications and standards.

AiCARR and ASHRAE with this strategic partnership agreement want to promote the mutual global interest of members from both organizations. This new strategy involves AiCARR and ASHRAE working collaboratively to define mutual services for ASHRAE and AiCARR members respectively in Italy and USA through an AiCARR-ASHRAE group established within AiCARR (see annex 1) and an ASHRAE- AiCARR group established within ASHRAE when required, in accordance with the principles expressed by Model 1 MoU between ASHRAE and the national association. As AiCARR is a member of REHVA, the Federation of European Heating, Ventilation and Air Conditioning Association, both ASHRAE and REHVA shall be informed and kept updated on any evolution of this agreement, in accordance with the MoU REHVA-ASHRAE.

For AiCARR

Francesca Romana d'Ambrosio
President

Signature

22.01.2018

Date

For ASHRAE

Bjarne W. Olesen
President

Signature

2018-01-22

Date

**Annex 1****ESTABLISHMENT AND OPERATION RULES**

Founded in 1960, AiCARR, Associazione Italiana Condizionamento dell'Aria Riscaldamento Refrigerazione, Milano, has always dealt with issues relating to the responsible use of energy and natural resources and the innovation of energy infrastructures, both in residential and industrial buildings.

AiCARR has more than 2400 members among which there are planners, machinery builders, installers, maintenance operatives, scholars, researchers, students, government and national and international body officials.

AiCARR's main strengths are its ability to deal with current issues timely, its authority, its maximum transparency, its ability to protect the technical and cultural interests of its own members and its commitment to sustainability.

Founded in 1894, ASHRAE, Atlanta, Georgia advances the arts and sciences of heating ventilating, air-conditioning and refrigeration to serve humanity and promote a sustainable world.

A special activity is established and constituted within AICARR: the name of this activity is AICARR-ASHRAE GROUP, in accordance with the principles expressed by Model 1 MoU between ASHRAE and the national association, which is an evolution of the previous AICARR-ASHRAE CLUB approved by ASHRAE Board of Directors meeting held in Louisville, Kentucky, on June 21, 2009.

The GROUP is established in full agreement with both organizations, in recognition of ASHRAE's and AiCARR legitimate desire to improve cooperation among their members. The primary scope of the GROUP is to assist on behalf of ASHRAE, the Italian Members of ASHRAE, residing in Italy to share mutually their technical experience and knowledge among them and with the AiCARR members. Participation is voluntary and free of any subscription fees. Admittance is based on a yearly list of members supplied by ASHRAE.

To facilitate formation and operation of the GROUP, ASHRAE will on an annual basis send an email to all its members in Italy, inviting those members to provide their email address directly to AICARR through a link in the invitation message. This will be an individual, voluntary "opt-in" for email registration that will be administered by AiCARR in accordance with Italian email privacy policies. In accepting email addresses of ASHRAE members, AiCARR agrees to use them for the exclusive purpose of promoting and administering the GROUP and agrees to not permit their use by any third party.

Seat of the GROUP is the headquarters of AICARR, which will grant operational support to the Executive Committee.

The GROUP shares the general scopes of ASHRAE and AICARR and in particular will assist on voluntary basis ASHRAE Italian Members in promoting and developing science and techniques

in Italy related to HVAC&R applications, sustainability, renewable energies and environmental issues.

The GROUP has also the scope to develop the widest diffusion of all scientific and technical information made available by ASHRAE, through the organization of meetings and seminars specifically organized for ASHRAE Italian Members and aiming to debate general and specific aspects of the profession; joint studies will also be promoted with AiCARR members. ASHRAE lecturers and/or representatives are welcome to participate at ASHRAE costs in all events organized by AICARR. These reunions are open to all ASHRAE Members residing or active in Italy and to AICARR Members, upon request.

The GROUP will be publicized on the ASHRAE and AICARR web sites. News on the GROUP activity and general events may be published in ASHRAE *Insights* and AICARR Journal, and other AICARR information bulletins and/or newsletters.

The GROUP activity is organized and directed by an Executive Committee consisting of four (4) members nominated: two (2) by ASHRAE President and two (2) by AICARR President among ASHRAE Members and two (2) staff nominated as follows:

- AiCARR will nominate one of its AiCARR staff, selected within its staff to supervise and act the addresses of Executive Committee;
- ASHRAE will nominate one of its ASHRAE staff to be the counterpart and liaison with the AICARR Officer.

The AiCARR staff is the AICARR representative to the ASHRAE Associate Society Alliance. The GROUP will have representation within ASHRAE Region XIV according to the Manual of Operations for the Region.

The four (4) nominated members are in charge for a three (3) year term corresponding to the term of AICARR Board of Directors. The Executive Committee shall nominate in its body the Committee Chair, who will be in charge of coordinating the Committee's activity. The Executive Committee may also appoint special task groups for specific projects.

ASHRAE will provide to the GROUP literature, documents and any other materials at member cost, as deemed necessary by ASHRAE for the best technical growth of the Members. ASHRAE will support AICARR in its need for literature and information.

An annual report on the general activity of the GROUP will be prepared and sent to all GROUP Members as well as ASHRAE and AICARR Presidents.

A General Assembly of the GROUP will be held annually in Italy. Invitations will be sent at AICARR care according to the list of active Members annually provided by ASHRAE.

Honorary presidents of the GROUP are the Presidents of ASHRAE and AICARR.

The logistic organization is the responsibility of AICARR.

Financial support will be provided by AICARR