

## REGION VII FALL CRC MOTIONS

Last Revised: 08/10/2023

### **Motions - 2023 Fall CRC**

#### **New Orleans Chapter - Motion (07/29/2023):**

Section 5.1 of the bylaws to be edited to allow for elected officers to receive compensation if funded by the Society. Specifically beginning at line 11 **remove** “shall receive no”, and **insert** “may receive” ([Open](#))

#### **New Orleans Chapter - Motion (07/29/2023):**

That the society officers may be provided an honorarium to compensate for lost wages and provide an allowance for healthcare costs. ([Open](#))

#### **West Virginia Chapter - Motion (07/29/2023):**

ASHRAE Society to forward related attendee contact data of virtual ASHRAE hosted company webinars to US Chapter Memberships Chairs using the MP alias email address. ([Open](#))

### **Motions - 2022 Fall CRC**

#### **Nashville Chapter - Motion 12 (07/27/2022):**

That the membership benefit to change from the handbook PDF to handbook online. ([Referred to PubEd; Complete](#))

**Answer: (Defeated)** Handbook Online was added as a member benefit option by the BOD at the Atlanta conference; hence the motion is moot. The PDF is also still an option.

#### **Tennessee Valley Chapter - Motion 13 (07/27/2022):**

That (Conferences and Expositions) include a hotel option that has significantly lower per night cost for winter and annual conferences than the Headquarters hotel. ([Referred to CEC; Complete](#))

**Answer: (Defeated)** We appreciate the intent of this request. However, implementation of it at this time could result in significant financial exposure for Society. ASHRAE's headquarter hotel serves as the base for ASHRAE's conference programming during Winter and Annual Conferences. In order for ASHRAE to acquire a space buyout at a hotel, we have to have a substantial sleeping room block to avoid meeting room rental costs. In other words, our promise to the hotel of a large number of sleeping room nights essentially pays for the meeting room rental. Without waived room rental, ASHRAE conference registration fees would increase significantly and ASHRAE would have difficulty finding acceptable space for future conferences. In addition, standard hotel contracts require ASHRAE to meet 80% or higher of our proposed sleeping room block or else Society pays a multi-thousand dollar penalty.

#### **Louisville Chapter - Motion 14 (07/27/2022):**

That Society create a new regional position called Regional Honors and Awards Chair. ([Complete](#))

**Answer: (Defeated)** The DRC is allowed to add positions in his/her Region without creating a new Regional Chair with reimbursement from Society.

#### **North Alabama Chapter - Motion 15 (07/27/2022):**

That Society develop a Special Membership Program for Government Employees. The purchase of a full registration for the ASHRAE Winter or Summer Conference would also include an ASHRAE membership for one year.

**Answer: (Defeated)** Liked the intent, referred to Recruitment Subcommittee to work on the wording and rewrite to send forward to Members Council at a future date.

#### **West Virginia Chapter - Motion 16 (07/27/2022):**

That Society provide an annual accounting report by the end of July each year to each Chapter President and RP Chair of Foundation Accounts (Endowments, Scholarships, etc.) that are associated with their chapter. ([Complete](#))

**Answer: (Defeated)** RP staff provides reports on endowed funds to RVCs each spring, who pass it on to the chapters in their regions. We will work with the Foundation to incorporate Scholarship info.

## Motions - 2021 Fall CRC

### Memphis Chapter – Motion 6A (11/4/2021):

That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto. ([Referred to PubEd](#); [Open](#))

**Status:** Publishing and Education Council referred motion to the Historical Committee. The Historical Committee has established an ad hoc subcommittee to study this issue and will report at the annual meeting in Toronto, Canada, June 2022.

### New Orleans Chapter – Motion 13 (11/4/2021):

That RP funds collected by society shall recognize the chapter that submitted the funds in the society year they are received. The society shall no longer have a dead period for RP funds that does not recognize the corresponding chapter. ([Complete](#))

**Answer:** (**Defeated**) a similar motion was discussed during the 2019 fall meeting and provided the information below.

An action item was assigned to staff and two council members who are familiar with the RP process to determine the issues.

The RP Campaign year is the same as ASHRAE's fiscal year, July 1- June 30. ASHRAE's policy is to not credit chapter campaign totals with money intended for the last campaign year when it is received after the deadline. There are several reasons for this:

- This policy is in line with GAAP and the rest of ASHRAE's business practices.
- This policy discourages chapters from holding onto funds they collect from donors and sending them in at a later date. Donors expect their gifts to be used by ASHRAE as quickly as possible, and waiting until the last few days of the campaign to send in collected funds is both bad donor stewardship and bad business practice.
- Without a hard deadline, the committee can't set goals and award PAOE points fairly. Chapters receive PAOE points and CRC and Society awards based on what is raised during the campaign year. Some categories for awards are based on raising more money than the year before; in a worst-case scenario, a chapter could take advantage of this category by sending money in late to sweep an awards category the following campaign year. In this scenario, "disincentivizing" a chapter by not crediting late money would in fact disincentivize every chapter who did adhere to the deadline.
- Staff and the committee members work hard to communicate the June 30 deadline each year – the same deadline since the RP Campaign began decades ago. The deadline is communicated in person at Centralized Training and CRC workshops, through training materials available online, and frequent email contact with RP volunteers throughout the campaign year. Staff has found documentation that a similar motion was addressed by the RP Committee as early as 2005. This policy has been enforced for many years and 99% of chapters adhere to the deadline each year.

### Louisville Chapter – Motion 15 (11/4/2021):

That ASHRAE develop a corporate membership. ([Complete](#))

**Answer:** (**Defeated**) However, Members Council sent this motion as an information item to the Board of Directors. Members Council provided the information below as to why corporate membership is not a good fit for ASHRAE at this time.

When the Membership Models ad hoc looked at corporate memberships, the committee quickly realized the extreme difficulty of determining a rate structure that would be fair and would make business sense – there just wasn't a business case to be made for them.

- One of ASHRAE's strengths is its very strong connection with its "grassroots" members and one of the members' greatest points of pride is how member-driven the organization is; corporate membership would dilute these qualities that make ASHRAE unique
- Typically when people suggest "corporate memberships," they're really asking for volume discounts; membership dues are set by Finance Committee using a formula to ensure that Society complies with the requirement in its

bylaws that the dues cover the cost of providing the benefits of membership – volume discounts would impact this equation and would result in full-dues-paying-members subsidizing the others

- Society's membership structure already is complicated and adding corporate memberships would only add to the complexity (and confusion)

There are several reasons why corporate memberships are not ideal for ASHRAE and have been discussed over the years:

1. The perception that large companies will take over ASHRAE and force their ideals over those individual members.
2. The strong commercialism policy that ASHRAE members have supported over the years.
3. Ownership of corporate memberships are difficult to maintain. If the owner of the corporate membership leaves, it is very hard to find a replacement
4. The owner of the corporate membership has to maintain the employee list of members, when they leave, when they are added.
5. Since we track PDHs and CEUs with the individual's membership, if the corporation says to cancel it, does that mean the member no longer has access to that information? Technically the membership doesn't belong to the individual.

#### Louisville Chapter – Motion 19 (11/4/2021):

That the Government Affairs Committee (GAC) through Members Council develop a strategy for States with multiple Chapters within the state, a process to work together to send a unified message to government officials. ([Referred to GAC; Complete](#))

**Answer: (Defeated)** While the goal of the motion is commendable, a single strategy may not be able to capture differences across states. While GAC agree that single unified message may often be more effective from a government impact standpoint, states can have different requirements or expectations in terms of the process for members of the public and other organizations to communicate with government officials. Additionally, it may be appropriate for certain chapters to take a different approach to communication than others; for example, if a chapter member has an existing personal or professional connection with a government official, their communications would likely be different than a chapter member introducing themselves to a government official who is not already familiar with them, or aware of ASHRAE as an organization.

Going forward, the GAC plans to incorporate the topic of coordination between and among chapters within a state in the GAC training that is part of the CRCs. This will bring to the Chapter GAC Chairs' attention that it is important to coordinate with other chapters in their state when communicating on state-level issues, and that chapters can also reach out for additional guidance and coordination assistance to their GAC RVC as well as Government Affairs staff.

We truly appreciate this motion and the thoughtful intent behind it. Thank you for helping to improve the training at the CRC accordingly.

#### Louisville Chapter – Motion 20 (11/4/2021):

That Marketing/Tech Council/[Pub Ed](#) develop marketing program to [regularly](#) spotlight [a](#) Technical Committees [every 2-week in Journal or Insights through marketing channels](#). ([Referred to Marketing, Tech Council & PubEd; Complete](#))

**Answer:** This would be a collaborative effort between Tech Council and Marketing. TAC and the International Standards Interaction Task Force both have efforts underway to increase involvement in ASHRAE Technical Committees. In addition to what is already occurring the following could also be done:

1. Create content asking for participation in TCs could be placed in the ASHRAE Chapter Notes newsletter. This content would link back to information for applying for membership on the TCs on the ASHRAE website.
2. Content can be created to highlight how to participate in the TCs for use in leadership presentations that are shared during the virtual or in-person CRC's.
3. On the ASHRAE main home page, TC involvement could be one of the main subject blocks that gets included during the year for a specified period of time.
4. When content is created by the TCs (articles, books, etc.) we can better highlight the volunteer efforts and link it back to TCs as appropriate.

**Louisville Chapter – Motion 28 (11/4/2021):**

That ASHRAE develop a targeted Marketing Campaign highlighting benefits to firms in our industry that have little or no membership participation. (Complete)

**Answer: (Defeated)** this is already available to the chapters (see information below).

Although ASHRAE's benefits and services are created to serve individuals, ASHRAE recognize that professional and financial support from employers is critical to membership growth. The marketing team does conduct targeted social media campaigns to business owners encouraging their support of membership in the Society. Recognizing that personal connection is the most effective recruitment tool, staff and volunteers worked together to create the ASHRAE Reach Program.

The ASHRAE Reach Program was designed to support volunteers as they connect with local firms to gain support and awareness of ASHRAE membership. Campaign resources at [ashrae.org/reach](http://ashrae.org/reach) include:

- ASHRAE Reach Folder(s) request form. Volunteers may request to have Reach folders shipped from Society, which include an ASHRAE Journal, products & programs information, membership applications, Society Strategic Plan, and other recent & relevant information about Society programs. These folders should be given to the employer during a meeting.
- Volunteers may also download templates for an 'elevator speech', follow up emails, and talking points.

In addition to the Reach Program, Marketing Central is a large suite of tools at [ashrae.org/marketing](http://ashrae.org/marketing) and offers a wide range of files and media, which can be used in targeting local firms for participation. Resources include "This is ASHRAE" PowerPoint, which can be used to introduce the Society, membership promotion and program flyers, logos, material request forms and more, [ashrae.org/marketing](http://ashrae.org/marketing).

**Louisville Chapter – Motion 29 (11/4/2021):**

That ASHRAE create member to member chat room. (Complete)

**Answer: (Defeated)** it has been done in the past and there are currently several social media outlets available for chapters to use (see info below).

ASHRAE staff does not recommend ASHRAE create member to member chat room. Both staff and volunteer time are required to create and then maintain engagement on any such platform, and there are currently no staff resources to support creation and maintenance of a new platform.

ASHRAE has previously tried to create a member to member chat function and learned from the experience that a critical mass of members interested in yet another online platform in which they can interact does not exist. Specifically, ASHRAE created a specialized forum for ASHRAE members (and others) to exchange ideas and seek technical advice called ASHRAExCHANGE<sup>SM</sup>, and despite the dedication and hard work of several volunteers, ten moderators and multiple staff, the platform saw little use and as a result was sunset in 2017 following a recommendation from ASHRAE's Board of Directors, with which ASHRAE's Electronic Communications Committee (now known as ASHRAE Communication Committee) agreed. ASHRAE members and others are already active and engaged on mainstream social media platforms, where ASHRAE has an already large following, so the recommendation remains that ASHRAE members wishing to connect with one another take advantage of the offerings of mainstream social platforms and follow ASHRAE on LinkedIn, Facebook, Twitter, YouTube and Instagram. Furthermore, Board-recognized groups within ASHRAE may create their own social media presences in accordance with 1.201.010.1 A.5. if a such a group (e.g., Standing Committee, Chapter, Region, Student Branch, TC/TG/SSPC) wishes to make more extensive use of the Internet for communication.

**Louisville Chapter – Motion 30 (11/4/2021):**

That marketing reaches out to include a "brainstorm" group of members to bounce ideas off of or to receive ideas from member volunteer. (Complete)

**Answer: (Defeated)** An action item was assigned to staff to provide information of what Marketing already does.

## Motions - 2019 Fall CRC

### Louisville Chapter – Motion 7b (11/14/2019):

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. (Complete)

**Answer: (Defeated)** The RP Campaign year is the same as ASHRAE's fiscal year, July 1- June 30. The policy is to not credit chapter campaign totals with money intended for the last campaign year when it is received after the deadline. There are several reasons for this:

- This policy is in line with GAAP and the rest of ASHRAE's business practices.
- This policy discourages chapters from holding onto funds they collect from donors and sending them in at a later date. Donors expect their gifts to be used by ASHRAE as quickly as possible, and waiting until the last few days of the campaign to send in collected funds is both bad donor stewardship and bad business practice.
- Without a hard deadline, the committee can't set goals and award PAOE points fairly. Chapters receive PAOE points and CRC and Society awards based on what is raised during the campaign year. Some categories for awards are based on raising more money than the year before; in a worst-case scenario, a chapter could take advantage of this category by sending money in late to sweep an awards category the following campaign year. In this scenario, "disincentivizing" a chapter by not crediting late money would in fact disincentivize every chapter who did adhere to the deadline.

The RP Committee and staff work hard to communicate the June 30 deadline each year – the same deadline since the RP Campaign began decades ago. The deadline is communicated in person at Centralized Training and CRC workshops, through training materials available online, and frequent email contact with RP volunteers throughout the campaign year. This motion notes that the policy of not crediting late money is new – but there is documentation that a similar motion was addressed by the RP Committee as early as 2005. This policy has been enforced for many years and 99% of chapters adhere to the deadline each year.

### Louisville Chapter – Motion 26 (11/14/2019):

That awarded recipients' name, Chapter, and Country be included on the screen at the Plenary session awards ceremonies during the winter and annual conferences. (Referred to H&A. Passed; Complete)

### Louisville Chapter – Motion 27 (11/14/2019):

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

**Answer: (Defeated)** 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.

### 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. (Complete)

**Answer:** The above motion was referred to the PAOE RP ad hoc for consideration.

RP Staff tracks, calculates, and inputs PAOE points for chapters because the points total is based on dollars raised, which changes daily. There is no way to do this automatically. Updating the PAOE requires pulling multiple reports from ASHRAE's donor database and manually inputting values into the RP Campaign spreadsheet. These values are updated monthly, and more frequently later in the campaign year. This spreadsheet is available to anyone without a login, and volunteers are encouraged to call staff if they have questions about the PAOE portion of the spreadsheet.

Staff is open to exploring more efficient ways of reporting PAOE, but initial inquiries into how to report this information via the PAOE website indicates it's not technically possible through that particular reporting software. We suggest that staff provide more information and documentation about how to find updated PAOE totals via the spreadsheet and include more chapter officers on the monthly RP emails to help share this information.





**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. (Passed; Complete)

**Motions - 2017 Fall CRC**

**Nashville Chapter – Motion 23 (11/3/2017):**

That the Chapter Service Award no longer require a majority vote of the CRC delegates in Executive Session at the CRC and that the qualification requirements are rewritten to clearly state that only the point total is required for submission. (Complete)

**Answer: (Defeated)** There are only three awards that can be nominated during the CRC: Chapter Service Award, Regional Award of Merit and the John F. James International Award, all other awards are Society level awards. Not using the nominating process for either of the three could prove to be lower nominations of candidates. The rules for the Chapter Service Award states that nominations are made by the chapter's delegate during executive session of the CRC and final selections are by majority vote.

**Tennessee Valley Chapter – Motion 24 (11/3/2017):**

That Staff create a temporary secure site that the Regional Nominating Member can post ASHRAE Bios for members being considered for a position. (Complete)

**Answer: (Defeated)** however, an action item was assigned to the Society Nominating Committee staff liaison to implement.

**Tennessee Valley Chapter – Motion 25 (11/3/2017):**

That the Region VII CRC be permanently scheduled to the last Weekend in July each year beginning in July 2019. (Passed; Complete)

**Tennessee Valley Chapter – Motion 20 (06/27/2017) / Motion 4e (10/14/2016):**

That ASHRAE Society provide a software program for all Chapters to streamline Chapter Operations (process meeting/event registrations, process transactions, meeting/event check-in, program ratings) and Chapter Administrative tasks (mailing lists, newsletter distribution, website materials) to directly address ASHRAE Strategic Plan, Initiative 1B and 2A. (Referred to ECC and IT Staff; Complete)

**Status:** A survey by ECC indicates that there is no one-size fits all solution for chapter needs, but that the chapters with solutions in place are generally happy with and would recommend the solutions they are using. ASHRAE's electronic collaboration tools subcommittee is working on a document based on the survey results intended to provide information to chapters about what tools are currently in use as a basis to decide which tools might be best to consider for their use. After discussion ECC researched estimated cost if Star Chapter was to be provided by Society for use across all chapters and estimates the cost to be \$147,256.20 set up and \$196,560.00 annually.

**Status (06/27/2017):** This motion was included on the Members Council agenda in Long Beach. An action item was assigned to the Members Council Chair to appoint an ad hoc committee consisting of Members Council, ECC and Finance Committee to determine merits and feasibility.

**Answer (01/23/2018):** ASHRAE's electronic collaboration tools subcommittee created and posted to the ECC page of ashrae.org a document based on the survey results intended to provide information to chapters about what tools are currently in use as a basis to decide which tools might be best to consider for their use. This document can be reviewed by Chapters to see what various tools are available for use. After discussion ECC researched estimated cost if Star Chapter was to be provided by Society for use across all chapters and estimates the cost to be \$147,256.20 set up and \$196,560.00 annually.

**Motions - 2016 Fall CRC**

**Memphis Chapter – Motion 21 (06/27/2017) / Motion 4f (10/14/2016):**

That ASHRAE staff investigate possible methods to leverage buying power to reduce A/V costs for CRC. (Complete)

**Answer:** This motion was referred to ASHRAE Manager of Conference Services. Unfortunately, Audio Visual prices can be high and it's something that Society also has to deal with when ordering AV for the Winter and Annual Conferences as well as other Society meetings. PSAV, the company specified in the motion, is the in-house Audio Visual provider in many, but not all, of the major hotel brands, conference centers and convention centers. The majority of the time, ASHRAE uses the in-house AV provider to service audio visual needs for the Winter and Annual Conferences, Specialty Conferences and other Society meetings and events.

ASHRAE Meetings Staff approached PSAV about having a national account created and representative assigned for ASHRAE for various reasons. One of the reasons being that any business generated for PSAV by an ASHRAE CRC could be included under the umbrella of ASHRAE events and therefore potentially extended a discount on equipment. PSAV offered the services of a national account representative for ASHRAE, if ASHRAE would sign an exclusivity agreement with PSAV stating that PSAV would be the sole AV provider for every ASHRAE conference, meeting or event, even if PSAV is not the in-house provider for the venue of the event. ASHRAE will not sign an exclusivity contract locking the Society into using only one AV provider for all of our meetings and events. This could create more of a headache for CRC organizers who do not have PSAV in-house at the location of their CRC.

However, ASHRAE staff can support CRC organizers in potentially reducing the cost of AV expenses by providing verbiage for the CRC Manual to help CRC organizers ask the right questions when dealing with any AV company. The ASHRAE Meetings team will also review proposals, if requested, for CRCs to make sure that organizers are getting fair and reasonable prices.

A recommendation to revise the CRC Manual (Appendix CA), was made in Long Beach to include questions to ask an A/V company when organizing a CRC; tips when working with an A/V company; and staff support. (See approved Motions 21 and 22 (06/27/2017) of the Members Council draft minutes; motions were approved.)

#### **Birmingham Chapter – Motion 5b (10/14/2016):**

That Society eliminate a Chapter's expense for a supplemental insurance policy when hosting fundraisers which require supplemental insurance. (Complete)

**Answer: (Defeated)** ASHRAE's policy is to require the additional special event insurance policy for water and shooting events. Signing waivers and/or having the range/boat operator sign ASHRAE up as an additional insured is not a replacement for the insurance policy. Golf outings are covered by ASHRAE's insurance policy. Serving alcohol at Chapter events and hospitality suites are also covered. However, water and shooting events (and mechanical bulls) are specifically excluded and require the special event policy. ASHRAE has absolutely no insurance coverage to protect the Chapter, the Society or Members if at a shooting range or if something catastrophic happens while boating. Staff asked Society's insurance broker about expanding its General Liability insurance to cover special Chapter events. The broker replied emphatically that no insurance company would expand coverage this way because there's no way of knowing at the time Society obtains its general liability coverage for the year how many Chapter events would be covered, what those events would be, where they would be, how many people would be in attendance at each event, etc. In other words, insurance companies are not likely to provide additional coverage in an "umbrella" fashion, rather than for specific events.

#### **Louisville Chapter – Motion 5c (10/14/2016):**

That regional assessment automatically be collected, without option, by ASHRAE when Society dues are collected. (Complete)

**Answer: (Defeated)** It would be difficult collecting individual checks from members and would be cost prohibitive in program changes since each region is different.

#### **West Virginia Chapter – Motion 7c (10/14/2016):**

That ASHRAE Society's ECC develop a privacy policy for Regions and Chapters use to allow for consistent use of email addresses. A phased in approach starting with the US would be acceptable. (Referred to ECC; Complete)

**Answer:** The websites subcommittee reviewed this motion and will draft guidance on protocols regarding the collection, sharing, and opting out of contact information to be submitted to Members Council prior to the Long Beach Annual conference for consideration for placement in the MCO Manual. Due to complexity of international laws ECC will focus the guidance on US laws (CAN SPAM) only, with the suggestion that international chapters should reference their local legislation.

**Bluegrass Chapter – Motion 8c (10/14/2016):**


That transportation reimbursement for ASHRAE related business shall be applicable even if an individual car pools. (Complete)

**Answer: (Defeated)** The transportation policy is clear; ASHRAE encourages carpooling but can only reimburse transportation to the authorized position driving the vehicle.

**Memphis Chapter – Motion 10 (10/14/2016):**

That ASHRAE biographies be made available to Chapter Delegates and Alternates in advance of the Chapter Regional Conference (CRC) caucus. (Complete)

**Answer: (Defeated)** Listed below is an example of the typical email that delegates and alternates receive from Society to prepare for CRC. It was noted that if the delegates and alternates are not entered in the CIQ by the chapter then the names cannot be included for access to the member bios.

Message  How to Access Other Members' Bios-Screen Shots-4-7-15.pdf (539 KB)

Action Items + Get more ap

To: Region II Chapter Delegates and Alternates

In preparation for the 2016 fall CRC in your region, you have been given access to view and/or print other members' bios effective immediately until August 29.

Attached are instructions on how to access another individual's biographical record. Please keep these instructions for future use:

**PLEASE NOTE:** You will need member (ID) numbers in order to access bios. If you need assistance in locating member numbers, please send a list of complete names to me at ([cneme@ashrae.org](mailto:cneme@ashrae.org)) and I will send you the member numbers. I will need full names that are correctly spelled, no nicknames, and a geographical location (city, state, province, etc.), or any other details to help ensure that we identify the correct member.

If you have questions or need assistance, please let me know.

Thank you.

Claire

**Motions - 2015 Fall CRC****Bluegrass Chapter – Motion 7 (11/5/2015):**

That ASHRAE change the name and acronym of the Presidential Award of Excellence (PAOE) to Presidential Award of Continuing Excellence “(PACE).” (Complete)

**Answer: (Defeated)** Changing the name on everything would require new setup charges from the ASHRAE vendors used for PAOE. A setup charge for each PAOE item would include but not limited to: certificates, ribbons, emblems (each per emblem since they are all different; no estimate on costs). Also, changing to a new name should reflect new changes in the program.

**West Virginia Chapter – Motion 13f (11/5/2015):**

That ASHRAE allow chapters use of Society Meeting Virtual Presentations in Chapter/Section meetings. (Referred to CEC; Complete)

**Answer: (Defeated)** The license for the Virtual Conference and Seminar DVD allows for the purchaser to show the presentations on their computer at meetings. Any additional changes to the license should be directed to the staff responsible for licensing in the Publications and Education Department.

**Mobile Chapter – Motion 13g (11/5/2015):**

That ASHRAE create an ad-hoc committee to review alignment of ashrae.org website content with ASHRAE's commercialism policies. (Referred to PubEd; Complete)

**Answer:** The ASHRAE Advertising Policy recognizes that ASHRAE Journal and ASHRAE.org can offer opportunities for advertising.



#### 1.201.14 Advertising Policy (90-02-14-10)

1.201.14.1 The advertising policy shall include, as a minimum, responsibility and procedures for advertising sales, specifications, and production scheduling for ASHRAE publications containing advertisements.

1.201.14.2 Review of advertising sales programs and recommendations for policy development will be by a subcommittee reporting to the Publishing and Education Council and consisting of the council chair, the Fiscal Planning Subcommittee chair, the Journal Committee chair and Publisher, with the Director of Communications and Publications staff liaison.

1.201.14.3 Sale of display advertising space in ASHRAE Journal will be through use of Publisher's representatives under management by Society staff with review as specified in paragraph 2 above. (86-06-22-18D)

PEC's Functional Planning Subcommittee assigned a small working group in response to the "Effective ASHRAE Materials Delivery To and Through Chapters" report developed by Mr. Austin and has tasked the group to work on a response to this referral. The ad hoc committee gave a detailed report during the St. Louis meeting and other groups have been assigned to implement. The detailed report serves as an attachment to this and similar motions that were submitted during the regions fall CRC.

#### West Virginia Chapter – Motion 29h (11/6/2015):

That ASHRAE notify chapters monthly of individuals in their chapter area that have signed up for an ASHRAE sponsored webinar or educational training. (Referred to PubEd; Complete)

**Answer:** PEC reported this would be a time consuming effort. Also, there could be issues if persons indicating they were interested in a commercial product were contacted by competitors. Currently, attending a webinar is managed by a third party. To integrate data back into NetForum to find chapter assignment would require another step in the webinar process. PEC Functional Planning Subcommittee assigned a small working group in response to the "Effective ASHRAE Materials Delivery To and Through Chapters" report developed by Mr. Austin and has tasked the group to work on a response to this referral. The ad hoc committee gave a detailed report during the St. Louis meeting and other groups have been assigned to implement. The detailed report serves as an attachment to this and similar motions that were submitted during the regions fall CRC.

#### Bluegrass Chapter – Motion 36 (11/6/2015):

That the online CIQ be made editable by chapters after submitting. (Complete)

**Answer: (Defeated)** This is a training issue. Members can add to but cannot delete from the CIQ. If it was just a matter of a chapter editing a roster, it would not be an issue to have this feature. It was made available when the CIQ was first established online. Problems occurred when positions were deleted from member records or typed over instead of adding to the record. This was an issue because it was live data that members were editing and historical data that was being deleted. Emails were sent to the chapters informing them of these serious issues; instructions were sent on how not to type over the member data or delete records. The problems continued another 2 years before the feature was removed. To date we still receive calls/emails from members who update their bios and inform us of missing positions. There is no data that shows they ever held the positions because the information is no longer there. A chapter officer or committee chair can be listed on a CIQ in multiple positions, the member's bio is their official record of service. The CIQ is entered mostly by a new chapter officer each year as chapter roles change. Removing the feature was the only way to prevent these major issues from happening again.

### Motions - 2014 Fall CRC

#### East Tennessee Chapter – 2014 CRC Motion 24:

That Society fund transportation costs for Nominating Committee members and alternates to the training session held at the Annual Meeting. (Referred to Nominating; Complete)

**Answer:** This is currently being considered in the re-writing of the MOP for Nominating Committee and its impact on the ROB. A first time regional member or alternate for the Nominating Committee should communicate to staff because their transportation has been reimbursed in the past.

#### Nashville Chapter – Motion 6e (10/2/2014):

That the Society perform a study to determine the financial impact and merits of granting unlimited access to all ASHRAE Standards, Guidelines, Training and additional for-profit Information Technology to those members that are enrolled in the chapter CIQ. (Referred to PubEd; Complete)

**Answer: (Defeated)** In providing free access to all ASHRAE Standards, Guidelines, Training and additional for-profit Information Technology to the approximately 1300 members that are enrolled in the chapter CIQ. The expected loss of member and non-member revenue would be an annual loss of \$39,000 to free access ordering. The ASHRAE Bookstore could not be used as ASHRAE is in a revenue share model with Tech Street. As a result, ASHRAE would have to develop a separate bookstore to support free access. The cost is estimated to be at \$80,000 plus 20 hours per week of staff time to support the infrastructure of this additional bookstore. The estimated one year impact is expected to be \$158,000, with an ongoing cost of \$78,000 annually and a half staff person. PEC has a responsibility to protect the value of ASHRAE products and the fiscal impact of these requests on Publications and Education.

**Memphis Chapter – Motion 6f (10/2/2014):**

That the Society President is requested to appoint an ad hoc committee to study moving ~~the centralized~~ training back to the CRC level and eliminate centralized training. (Referred to ExCom; Complete)

**Answer:** The Society President appointed an ad hoc committee to review the current CRC and centralized training.

**Tennessee Valley Chapter – Motion 25 (10/2/2014):**

That Members Council research and develop a "cloud based" chapter operations administrative tool. The tool is to support chapter management of their assigned Society and Chapter members' data plus manage member and other meeting non-member attendee information entered by chapter officials. Also provide chapter communications support, attendee communication preferences (e.g. opt out of mailing), and document vital meeting records, including attendance, attendee PDH, financial transactions (e.g. noting meal payment, local payment of chapter dues) and additional functions identified by the Members Council or chapter users in a manner suitable for chapter, regional, or Society reporting needs. (Complete)

**Answer: (Defeated)** This would be cost prohibitive because the current ASHRAE database cannot meet the needs as described in the motion. ASHRAE would have to purchase a new association management system to address these issues.

**Bluegrass Chapter – Motion 33 (10/2/2014):**

That Society improve the PAOE web application to include better visibility and tracking of individual activities and more accountability. (Complete)

**Answer: (Defeated)** A 2013 CRC motion from Region IV had similar components as the motion from the Bluegrass Chapter. The Region IV motion was referred to the ASHRAE IT Manager who has implemented change and functionality of the current system, i.e. new online programs for the CIQ, PAOE, tracking system and chapter reports.

## Motions - 2013 Fall CRC

**Tennessee Valley Chapter – Motion 14B (10/5/2013):**

That beginning with the 2014-15 ASHRAE fiscal year, the Region Members Council Representative (RMCR) position shall be eliminated, and that the Director and Regional Chair (DRC) position resume its pre-2013-14 three-part role as Director of ASHRAE, Chair of the Region, and member of Members Council. (Complete)

**Answer: (Defeated)** It was determined that not enough time had passed to determine if the new role of the DRC and RMCR are working. It would be inappropriate to try to change the positions again before implementing and completing the new strategic plan which will have an impact on the new structure. The DRCs approved the motion for the new position and the membership voted to approve a bylaws change affecting the structure of Members Council.

**Tennessee Valley Chapter – Motion 15 (10/5/2013):**

That the Assistant Regional Chairs (ARCs) shall be elected by the Regions at the CRCs, beginning with the ARCs who will take office in the 2014-15 ASHRAE fiscal year. (Complete)

**Answer: (Defeated)** The ARC's role is very significant in the region and it is up to the DRC to assign duties to them. If the ARC is elected by the region, the individual could potentially sign on for a six year commitment if the individual becomes the next DRC.



**Tennessee Valley Chapter – Motion 16C (10/5/2013):**

That effective immediately, a stronger role for the Assistant Regional Chair (ARC) position shall be developed, including Regional Operations training in order to allow the ARC to be a valuable, working assistant to the DRC. (Complete)

**Answer: (Defeated)** An action item was assigned to Members Council to write a brief report on what their region's ARC duties are and how the ARC is selected. The information will be compiled and used during the BOD meeting in November.

**West Virginia Chapter – Motion 35 (10/5/2013):**

That effective immediately, all ASHRAE positions email alias and related positions be listed in the ashrae.org members only section. (Complete)

**Answer: (Defeated)** It would not be practical to list the almost 4,000 chapter and region email aliases on the web. However, a universal format document is already provided on the website for all chapters and regions to use. The only information required would be the chapter and region number. For example: the membership promotion chapter chair in every chapter is :mem" the email alias for the Boston Chapter would read: [c001mem@ashrae.net](mailto:c001mem@ashrae.net). Region I MP RVC would read: [r01rvcm@ashrae.net](mailto:r01rvcm@ashrae.net). By providing a universal format, each region and chapter could set up their own email system and the information would always be up-to-date. Providing the list of chapter numbers/name plus the address formula equals the email alias address(web page for the format: <https://www.ashrae.org/society-groups/committees/electronic-communications-committee>; web page for chapter list: <https://www.ashrae.org/society-groups/regions>.)

**Mobile Chapter – Motion 39 (10/5/2013):**

That ASHRAE allow members with Affiliate grade membership to chair a chapter committee. (Complete)

**Answer: (Defeated)** In the background of the motion, the chapter indicate that the Affiliate grade is under the age of 35 but is actually 30 years or younger. The Affiliate grade is an introductory membership for individuals 30 years and younger who will automatically transfer into Associate grade after 3 years. The Affiliate grade does not have voting privileges at the Society or Chapter level. Affiliate grade members cannot sign a petition if a chapter or section is formed in their area. If Affiliate grade members hold chapter chair positions, it would apply to all positions in the chapter including the chapter president because it would be opened in the database for all. Currently, the database is programmed to not accept Affiliate and Student grades for chapter positions.

**Update:** During the 2015 Chicago Conference, Members Council approved a motion for the YEA position to serve as committee chair if the member is Affiliate grade.

**Motions - 2012 Fall CRC**

**Louisville Chapter – Motion 3.3 (10/19/2012)**

That new or revised ASHRAE documents posted on [www.ashrae.org](http://www.ashrae.org) be optimized for web viewing through single column format. (Passed; Complete)

**New Orleans Chapter – Motion 6 (10/19/2012):**

That the society conduct the ASHRAE Winter Conference or Annual Meeting in New Orleans, Louisiana, in the next available year. (Referred to CEC; Complete)

**Answer:** CEC has already asked the city of New Orleans for a bid to conduct the 2016 Annual Conference. However, the city did not follow through on submitting a bid and, therefore, was not considered for hosting the 2016 Annual Conference.

**Tennessee Valley Chapter – Motion 9 (10/19/2012):**

That minutes of the Board of Directors, Councils, and Standing Committees be posted on the ASHRAE website within 30 days of approval. (Passed; Complete)

**Tennessee Valley Chapter – Motion 19 (10/19/2012):**

That Members Council provide centralized training for RVCs of Research Promotion, Membership Promotion, Student



Activities, CTTC and GGAC instead of for chapter committee chairs. (Complete)

**Answer: (Defeated)** According to current policy, all RVCs will receive training at the annual conference. The RP, MP and GGAC RVCs will attend at least one centralized training for chapter chairs annually.

**Bluegrass Chapter – Motion 20 (10/19/2012):**

That Section Coordinator and officers be added to the ASHRAE AMS (NetForum) database – CIQ section. (Passed; Complete)

**Bluegrass Chapter – Motion 21 (10/19/2012)**

That ASHRAE give section coordinators or elected officers access to the ASHRAE secure section reports. (Passed; Complete)

**Tennessee Valley Chapter – Motion 22.2 (01/29/2013):**

That member grades from associate Member to Member be automated. (Passed; Complete)

**Tennessee Valley Chapter – Motion 9.1 (01/29/2013):**

That society dues be increased by a maximum of \$20 to include both the Winter and Annual conference registrations (excluding social activities) for all ASHRAE members. (Referred to CEC and MP; Complete)

**Answer:** See the following responses:

CEC response: This motion was addressed by the ad hoc on conference business. The ad hoc committee decided against raising dues to all members to provide free registration for winter and annual conferences because of several concerns: 1) raising dues would discourage some members from renewing their membership; 2) the conference should stand on its own in terms of attracting attendees; and 3) there would be backlash from members who cannot attend the conference who feel that their dues are money that is not spent in their interest. Note: at \$10/member x 36,000 dues-paying members = \$360,000 which would be insufficient to cover the winter and annual conference expenses. The expenses for the New York and Seattle conferences are projected to be \$1,291,456, which means the cost would be close to \$40 per dues-paying member. Therefore, CEC does not support this motion.

MPC response: The committee feels this could discourage presenters due to free registration which may devalue the conference for all ASHRAE members. Therefore, MPC does not support this motion. (Complete)

**Bluegrass Chapter – 2012 CRC Motion 37:**

That the PAOE web application be improved with individual activity/instance information. (Complete)

**Answer: (Defeated)** The chapters could create easily this type of report by using an Excel format since the information is available under the View Reports section in the PAOE program.

**Motions - 2011 Fall CRC**

**Bluegrass Chapter – Motion 8 (11/5/2011):**

That Society add member information on the Membership Promotion Chapter Report to include member's current involvement in Society Technical Committees, Task Group or Standards Project Committee, ASHRAE Certification members and Refrigeration Committee. (Passed; Complete)

**Louisville Chapter – Motion 24 (11/5/2011):**

That Society make available to all Chapter CTTC Chairs an overall summary of evaluations on the performance of each Distinguished Lecturer. Also make available to the host chapter the evaluations from the Distinguished Lecturer on the performance of the host chapter. (Passed; Complete)

**Mobile Chapter – Motion 27 (11/5/2011):**

That the Society Board of Directors direct all officers and staff to immediately cease negotiations with the National Environmental Balancing Bureau (NEBB) regarding any possible merger of the two organizations. (Withdrawn; Complete)

**Mobile Chapter – Motion 28 (11/5/2011):**

That ASHRAE 1) Gain support with Test and Balance and Commissioning organizations for said organizations adopting an ASHRAE “curriculum” for their certifications. 2) Develop a body of knowledge, tests and a certification process in balancing and commissioning and recommend that this certification process be adopted by various Test and Balance Organizations to certify their responsible parties. ([Referred to PubEd](#); [Complete](#))

**Answer:** The following resources and courses are currently available through ASHRAE on TAB and Commissioning:

**Resources Available Through ASHRAE Bookstore**

- ASHRAE Guideline 0-2005 — The Commissioning Process
- ASHRAE Guideline 1.1-2007 — The HVAC Commissioning Process
- ASHRAE Handbook, HVAC Applications Volume, Chapter 38: -- Testing, Adjusting, and Balancing
- Standard 151-2010 Testing, Adjusting, and Balancing Shipboard HVAC&R Systems
- McGraw-Hill -- HVAC Testing, Adjusting and Balancing Field Manual
- Wiley -- Principles of Building Commissioning
- NEBB -- Design Phase Commissioning Handbook
- NEBB -- Procedural Standards for Retro-Commissioning of Existing Buildings
- APPA -- Building Commissioning Handbook,
- AABC -- AABC Commissioning Guideline
- CIBSE -- Automatic Controls - Commissioning Code C
- CIBSE -- Refrigerating Systems - Commissioning Code R
- APPA -- From Concept to Commissioning: Planning, Design, and Construction of Campus Facilities
- ASHRAE Handbook, HVAC Applications, Chapter 43 -- HVAC Commissioning

**ASHRAE Learning Institute Courses**

- The Commissioning Process in New and Existing Buildings
- Commissioning Process and ASHRAE's Guideline 0

**Publications under Development**

- Publications Committee is currently considering publication of a Commissioning Guideline Users Manual that would be authored by Walter Grondzik under a cooperative publishing agreement with John Wiley and Sons.

**Certification Program**

- ASHRAE has developed the Commissioning Process Management Professional (CPMP) program in close collaboration with APPA, BCA, IES, NEBB, SMACNA, TABB, and the University of Wisconsin - Madison. To continue to improve building performance, experts agree that the commissioning process should be implemented in new and existing buildings – and the correct management of that process is critical. The purpose of this certification is to help building owners, developers, standards writing agencies, and others assess the capability of individuals to manage the whole building commissioning process. The Commissioning Process Manager oversees and coordinates the commissioning process and communicates on behalf of the building owner with the commissioning provider and the commissioning team. For some projects, the commissioning provider may perform the function of the commissioning process manager, but for other projects, another individual performs these functions.

PEC has many technical documents that can assist in aligning technology used in commissioning and test and balance industry. PEC also has many training programs that can help those either directly or indirectly involved in the commissioning industry. PEC also has one certification program on the commissioning process. The discussion on the larger issue on bringing alignment to the test and balance and commissioning industry is timely but a larger issue than the scope of PEC. The ASHRAE BOD is considering this issue under the larger scope of working with other organizations to improve the built environment. This is one of the three goals in Ron Jarnagin's Presidential theme. PEC has contacted the Presidential Ad Hoc Committee chair that is considering industry alignment. The response was, that while it is early days, the Ad Hoc shares a common view with the motion proposed. They are taking it under consideration and will respond by the annual meeting in San Antonio.

**Motions - 2010 Fall CRC****Northwest Florida Chapter – Motion 36 (10/24/2010):**

That ASHRAE's Education Staff make contact with all State Contractor and Engineer Licensing Boards and pursue acceptance of ASHRAE Society and Chapter educational programs to meet all state requirements for CEUs, PDHs





and other program requirements for educational training. (Complete)

**Answer:** (Defeated) ASHRAE does not have the finances or staff resources to implement.

### Motions - 2007 Fall CRC

#### Bluegrass Chapter – Motion 12 (09/21/2007):

That ASHRAE arrange the Society dues renewal form to make payment of local chapter dues the base option that requires an “opt-out” (rather than an “opt-in) selection by the member. (Passed; Complete)

#### East Tennessee Chapter – Motion 3 (09/21/2007):

That Society reimburse Chapter Technology Transfer Committee Chairs for transportation expenses related to attendance at Chapters Regional Conferences (CRCs). (Passed; Complete)