

## REGION VIII SPRING CRC MOTIONS

Last Revised: 08/16/2023

### **Motions - 2023 Spring CRC**

#### Monterrey Chapter - Motion 8 (04/29/2023):

That a Chapter Administrator Roster be created for all chapters in the society to facilitate partnerships between chapters from different regions. ([Open](#))

#### Monterrey Chapter - Motion 9 (04/29/2023):

That employer discounts extend to ASHRAE membership renewals to increase member retention and employer support recognition. ([Referred to MP/Finance](#); [Complete](#))

Answer: (**Defeated**) The financial impact is 10% discount of 48% of total budget, so a total 5% budget cut to ASHRAE; it disproportionately benefits large companies. Finance Committee does not recommend this motion go forward. The concerns stem primarily from a logistical and financial perspective and the long-term financial impact.

#### Houston Chapter - Motion 10 (04/29/2023):

That Women in ASHRAE (WiA) be acknowledged as an official subset of DEI with inclusion of a chapter chair on the CIQ and inclusion of a specific link and searchable on the ASHRAE website. ([Passed](#); [In Progress](#))

### **Motions - 2022 Spring CRC**

#### Dallas Chapter – 2022 CRC Motion 7:

That ASHRAE should establish an ongoing Membership demographic and compensation survey. ([Referred to Membership Development Task Group](#); [Open](#))

#### Monterrey Chapter – 2022 CRC Motion 8:

That the term “Delinquent Members” be revised for our members who have outstanding dues payments to “Past Dues Members.” ([Referred to MP](#); [Complete](#))

Answer: (**Defeated**) Marketing items can be changed internally by staff to remove this particular phase and replace with past due or member not in good standing.

### **Motions - 2021 Spring CRC**

#### Fort Worth Chapter – Motion 13 (06/22/2021):

That an additional membership designation/renewal option be made available on the ASHRAE society website allowing dual Chapter membership for members wishing to belong to more than one Chapter. New and renewing members will have the option of paying Chapter dues for both Chapters in the amounts equal to the sum of the prevailing individual Chapter dues rates for both Chapters involved. This change should take place on the ASHRAE membership webpage as quickly as possible once approved. ([Complete](#))

Answer: (**Defeated**) The fiscal impact would be higher than projected; corresponding members can be included but cannot be counted more than once as an area assigned member.

### **Motions - 2020 Spring CRC**

#### Monterrey Chapter – Motion 11 (06/25/2020):

That ASHRAE postpone the proposed \$10.00 increase in member dues for two years or until July 1, 2022. ([Referred to Finance](#); [Complete](#))

Answer: The Board of Directors approved a motion to not increase Society dues for the 2021-2022 year.

### **Motions - 2018 Spring CRC**

#### Central Oklahoma Chapter – Motion 23 (06/25/2019):

That the Membership Promotion Committee of Society shall establish a plan and procedure to begin collecting



payment of local Chapter dues from all Life members assigned to the Chapter; and that these dues be collected on an annual basis at the time of the Life members' prior renewal notice. The money collected shall be included with the dues regularly delivered to each Chapter for all other dues paying members. (Complete)

**Answer: (Defeated)** It was determined that approximately 6,000 Life Member dues notices are sent out every three years. This would increase the fiscal impact of sending an additional 6,000 dues notices each year. Chapter dues are optional for all members, Life Members are exempt from paying annual dues and fees per the ASHRAE Bylaws.

**Central Oklahoma Chapter – Motion 21 (06/26/2018):**

That the Membership Promotion Committee in conjunction with Society's Board or Directors; and, per ASHRAE Bylaws Section 2.10 Student Member, establish criteria for acceptable student membership regarding accredited vocational and/or apprentice trade school students (union, non-union, or similar international designation depending on the country) involved in secondary or post-secondary education; and, designed to provide technical skills which are required to perform the tasks of a particular, specific job for entry directly into the workforce. (Referred to MP and SAC Complete)

**Answer: SAC comments:** This has been something that the SA Committee has discussed for quite some time. The Student Activities Committee was aware of this before the formal Members Council referral at the annual meeting. This was actually discussed in SAC's full committee meeting in Houston. In Houston, an unofficial vote was taken since the motion had not yet been recommended to SA Committee, it had a 100% approval from the committee. Following the Members Council meeting in Houston, the Student Activities Committee held a vote on this motion by email. The results were 14-0-4 chair not voting (the 4 abstentions were members who did not respond to the email vote).

**MPC comments:** The Membership Promotion Committee voted in favor of this motion.

**Motions - 2017 Spring CRC**

**Monterrey Chapter – Motion 15 (06/27/2017):**

That ASHRAE extend membership for low income countries to upper middle income countries as defined by the World Bank. (Referred to Finance; Complete)

**Answer: (Defeated)** It was determined that the World Bank is an objective baseline measure.

**Fort Worth Chapter – Motion 16 (06/27/2017):**

That Members Council and ASHRAE publish the slate of nominees for Society Office on the website for members two weeks after the BOD Winter meeting, during the Winter Meeting and to have it released as a meeting update to members via email. (Amended Motion Referred to Nominating; Complete)

**Answer:** The plan right now is that the slate of nominees for Society Office will be posted to the ASHRAE Conference APP shortly after it is announced at the Board meeting. It is also going to be placed on the front page of the ASHRAE website on Sunday, Monday at the latest. We will still do the traditional posting outside of Headquarters after the announcement.

**Fort Worth Chapter – Motion 17 (06/27/2017):**

That the Draft Minutes of meetings (open session) of ExCom, BOD and Councils be published online via the website 30 days after the meeting. Also, the Meeting Agendas shall be posted prior to scheduled meetings. If no open minutes are available due to executive session only then the notice shall state an executive meeting was held with date, time, location, conference call, etc. (Complete)

**Answer: (Defeated)** Minutes from the Society Board of Directors, Society Councils and Committees are not posted until they have been approved by the respective body at their next meeting. Also, agendas can change up until the date of a meeting.

**Monterrey Chapter – Motion 27 (06/27/2017):**

That ASHRAE Standard 180 include a recommendation to determine the condition of compressor oils to assure proper system operation. (Referred to Standards; Complete)

**Answer:** A revision committee was approved in July 2014 at the ASHRAE Annual Conference in order to make



revisions to the most recently published version of Standard 180 (ANSI/ASHRAE/ACCA 180-2012 - Standard Practice for Inspection and Maintenance of Commercial-Building HVAC Systems). Standards Project Committee (SPC) 180 is regularly meeting to determine changes that will be sent out for public review.

I will forward this referral to the SPC for them to consider as they are making their revisions, but I will note that SPC 180, as the consensus body, is responsible for approving all changes. They will evaluate this request, but may not approve it. As the committee responsible for developing an ANSI Standard, technical content cannot be dictated to them. All meetings of SPC 180 are open meetings, and any interested party is encouraged to attend meetings and participate as permitted by the chairman of the committee. The next scheduled meeting of SPC 180 is January 19, 2018 from 2-6 PM, in conjunction with the ASHRAE Winter Conference in Chicago. That meeting schedule/location will be posted at [www.ashrae.org/chicago](http://www.ashrae.org/chicago) when available. Once the SPC has finalized revisions to the standard, it will go out for public review for any interested party to submit comments. I highly encourage any member interested in this technical issue to review the draft standard when it's available and submit comments which the committee will be required to consider and respond to. Any interested party can sign up for ASHRAE Standards Actions to get announcements of public review drafts on this webpage: <https://www.ashrae.org/resources--publications/free-resources/listserve>

We appreciate the input received from Members Council, and we want our local members to get involved in the development of ASHRAE Standards of interest to them. However, we do need to also be mindful of the ANSI Essential Requirements which binds our standards writing committees to offer fair and equitable consideration to all viewpoints.

**Central Oklahoma Chapter – Motion 28 (06/27/2017):**

That the Research Promotion Online Contribution Form link be moved to the homepage of [www.ashrae.org](http://www.ashrae.org). (Complete)

**Answer: (Defeated)** This is already being done by the ASHRAE web design team.

**Motions - 2016 Spring CRC**

**Motion 17 (06/28/2016):**

That the Honors and Awards Committee review the qualifications for all current H&As to determine a list of awards that may be acceptable for award posthumously and if a nomination for an award from that list has been submitted to ASHRAE in the current H&A cycle, but not yet awarded, and the nominee were to pass away, that the process for considering the nominee to receive the award continue and the award still be awarded, if appropriate, to the nominee posthumously.

**Answer:** The above is a **substitute** motion for the Central Oklahoma Chapter motion: “That Honors and Awards Committee consider all qualified member nominations for H&A recognition initially submitted for up to one year of the member’s date of death should the member be deceased before official award.” Motion 17 (06/28/2016) was referred to the Honors and Awards Committee for consideration.

Members Council approved the motion from the Honors and Awards Committee for a Rules of the Board change on posthumous awards. This motion must have Board approval before any changes take place This motion is **complete** pending the recommendation to the Society Board of Directors (see below).

2.411.003.7 Award Qualifications (99-06-23-09/06-01-25-08/12-01-25-13)

- A. It is the policy of the Society not to consider for approval any Society honors or awards submitted posthumously, other than the Hall of Fame and Pioneers of the Industry.
  1. If the nominee’s death occurs after the nomination was submitted to the H&A Committee, it will be awarded posthumously if approved. The family of the deceased award recipient will be notified after the meeting at which the award would have been presented and the award will be sent to them.
  2. If the nominee is known to be deceased before the nomination is submitted to the H&A Committee or if the H&A Committee learns that the nominee’s death preceded the submission of the nomination prior to the Board and/or Members Council voting on the award, the nomination will be rejected with an appropriate explanation of the reason in the notification to the nominee’s sponsor.



- ~~1. If the nominee is known to be deceased before being voted on by the H&A Committee, the nomination will be rejected with an appropriate explanation of the reason in the notification to the nominee's sponsor.~~
- ~~2. If the H&A Committee learns of the nominee's death after recommending approval to the Board but before the Board has voted, the recommendation will be withdrawn.~~
3. If the H&A Committee learns of the nominee's death occurring before the nomination was submitted but after the Board and/or Members Council has voted approval, it will be awarded posthumously. The family of the deceased award recipient will be notified after the meeting at which the award would have been presented and the award will be sent to them.

**Dallas Chapter – Motion 19 (06/27/2017) / Motion 20a (06/28/2016):**

That Society include communication preferences options under bio options, effective, January 1, 2017 to determine preferences for mailings (handbooks, ASHRAE Journal, letters, tax information, etc.), email correspondence, and committee contact information. (Referred to MP/IT Staff; Complete)

**Answer: (Defeated)** This motion was referred to IT and MP staff to determine feasibility, estimation of cost and timeframe and will go back to Members Council for recommendation.

**Response from MP & IT Staff:** Making the changes requested would complicate ASHRAE's computer systems tremendously. Imagine if someone is allowed to set up 2-3 addresses and then 2-3 email addresses, then go into the e-web profile and set preferences on which type of communication gets sent to each one. First of all – reports. How many reports would have to change to make sure they were pulling the correct version of the person's address? Also, imagine how much effort would go into Real Magnet changes. Are you opting out your 2<sup>nd</sup> email? Your 3<sup>rd</sup>? When automated messaging gets sent out there would have to be logic to dictate the delivery based on user preferences.

There are probably other factors such as journal processing, handbook processing, etc. where we have all these systems in place that would have to now have extra logic added to go make sure it is being directed to the right area. So in summary, it's doable but has a very high cost. It wouldn't be too hard to setup the interface online to allow members to specify the process. The big challenge would be the many, many places that would complicate and introduce potential for things to go wrong. IT Staff questions how important these changes would be versus the risk and the effort there would be in undertaking it.

**Central Oklahoma Chapter – Motion 20b (06/28/2016):**

That Honors and Awards review the current recognition lapel pins to develop a consistency of design, size, significance relationship and graphics to preserve the prestige of the organization and levels of recognition. (Referred to H&A; Complete)

**Answer:** The H&A Committee plans to redesign the current lapel pins for the Distinguished Service Award, Exceptional Service Award, and Fellow grade to more closely resemble the design of the pins prior to January 2012. The new lapel pins will feature the new ASHRAE logo.

**Dallas Chapter – Motion 21 (06/28/2016):**

That Society include an option for chapters to receive any chapter awards in electronic format only, effective July 1, 2017. (Amended Motion Passed; Complete)

**Central Oklahoma Chapter – Motion 22 (06/28/2016):**

That Members Council directs the Conferences and Expositions Committee to reinstate a dedicated Spouses' Lounge at the Annual and Winter meetings for spouses or significant others of those attending members. (Passed; Complete)

**Monterrey Chapter – Motion 23 (06/28/2016):**

That ASHRAE Society create a Social Network Grassroots Committee. (Complete)

**Answer: (Defeated)** Basecamp, once it becomes available will be set up to be used by all chapters and regions so there will be no need for a grassroots committee to track social media.



**Fort Worth Chapter – Motion 24 (06/28/2016):**

That Members Council recommend PAOE points for a chapter having a woman chair a chapter grassroots committee or sit on a chapter BOG. (Complete)

**Answer: (Defeated)** Women are selected for the positions because they are qualified, not because they are women.

**Motions - 2015 Spring CRC**

**Monterrey Chapter – Motion 12 (06/30/2015):**

That the motion from Region VIII, Monterrey Chapter “that Members Council approve the promotion ASHRAE’s Go-To-Meeting Webinar whenever organized by non-English speaking Chapters and their member’s speakers, on the ASHRAE.org website and provide ASHRAE emailing marketing to those members who do not speak English as a first language around the world” be referred to Publishing and Education Council for consideration. (Referred to PubEd; Complete)

**Answer:** PEC discussed the referral at its fall meeting. PEC supports translation of publications and educational programs into Spanish. PEC is pleased to explore ways to increase web-based educational opportunities for members in Spanish speaking countries. However, there are substantial infrastructure limitations, administrative issues, policy issues and limitations on revenue that would make implementing the motion a challenge.

For example, is it appropriate for Society to promote events for chapters outside their geographic territory since these events could be seen as competitive to the other chapters? Would offering such a program to Spanish speaking chapters create a precedent in other languages? Would it be expected that ASHRAE provide such service for chapters in North America? There are logistical and administrative issues that would require staffing support that would need to be considered.

Is the proposal a service chapters would be expected to pay for, including the promotional effort provided or the concept was for ASHRAE to develop and review content that could be used and then charge a registration fee to attendees? The referred motion refers to revenue potential, but if revenue is shared, it would likely be very small amounts considering that if sponsorships are sold, markets served would be very small. A final concern is the potential for emails that would be sent by Society if it undertakes promotion of chapter events and Society events. If members start receiving promotions for activities from multiple chapters along with Society news and events, members could conclude that ASHRAE is abusing use of email addresses and choose to opt out of emails.

**Central Oklahoma Chapter – Motion 13 (06/30/2015):**

That Members Council approve transportation to Regional CRC workshop training, and subsequently recommend PAOE attendance credit, for Research Promotion, Membership Promotion and Student Activities Grassroots Committee Chairs who have attended centralized training for the committee which they chair in the previous two (2) years. (Passed; Complete)

**Central Oklahoma Chapter – Motion 14 (06/30/2015):**

That Members Council approve Society reimbursement for all approved travel expenses for not more than four (4) Joint Exposition approved and industry recognized presenters to participate in ASHRAE Co-sponsored, International Exposition beginning Society year 2015-2016. (Passed; Complete)

**Monterrey Chapter – Motion 15 (06/30/2015):**

That Members Council approve having the option to take the ASHRAE Certification Exams in Spanish. (Complete)

**Answer: (Defeated)** The motion’s background states a 70% rate of individuals passed the AEE exam in Mexico. The AEE exam is very different from an ASHRAE certification exam and should not be compared in the same way. According to staff, the ASHRAE Certification Committee marketing results shows only 4.4% of the total membership (1,912) have taken the certification exam over a 7-8 year period and of that, 24 were from Central and South American countries. To translate one (1) exam would cost approximately \$40,000 and to translate all six (6), would cost approximately \$250,000.

**Monterrey Chapter – Motion 16 (06/30/2015):**

That the motion from Region VIII, Monterrey Chapter “that Members Council approve Spanish translation to the



membership process in the webpage of ASHRAE” be referred to the Electronic Communications Committee for consideration. (Referred to ECC; Complete)

**Answer: (Defeated)** ECC, in conjunction with ASHRAE staff, evaluated the current website “join” process for both feasibility of translating the field descriptors and impact of incorporating the non-English information provided into the existing database. The findings were that this is far from a simple or straightforward process. ECC recommends that any future overhaul to the ASHARE website needs to allow for multilingual features. ECC also considered that providing a translation for a single language could be perceived as slighting those that spoke other languages. ECC also felt that translating the “join” process should not be done piece meal as requests come in. As such ECC investigated membership country and primary language information that could be obtained from the ASHRAE database.

**Monterrey Chapter – Motion 17 (06/30/2015):**

That Members Council approve providing optional International Name descriptions on Membership rosters, signups and registration. (Passed; Complete)

**Motions - 2014 Spring CRC**

**South Texas Chapter – Motion 14 (07/01/2014):**

That membership rules enable chapter members, who are geographically assigned by ASHRAE Society to another chapter, be allowed to serve in leadership roles, such as chapter officer and committee chairs, with appropriate transportation benefits as long as chapter member does not serve in the same position for multiple chapters be approved. (Passed; Complete)

**Monterrey Chapter – Motion 20 (07/01/2014):**

That ASHRAE approve, endorse and sanction Spanish translations of ASHRAE standards dedicated to building efficiency, indoor air quality and refrigerants shall be translated into Spanish so that it will be easier for ASHRAE Chapter members to educate policymakers in Latin America to adopt these guidelines and standards and to develop/provide training and education on their use. (Complete)

**Answer: (Defeated)** However Members Council assigned an action item to Publishing and Education Council to continue to look for options that will meet the needs of its constituencies for whom English is not their first language while maintaining ASHRAE’s vigilance over quality.

Publishing and Education Council approved the following motion during the 2015 winter meeting in Chicago which is an excerpt from their draft minutes:

That PEC approve the following text be added to the ASHRAE Publishing Business Model: Translations ASHRAE supports translations of the Society’s books, standards, guidelines, conference papers, educational products, and ASHRAE Journal articles and encourages the use of its content into national or local codes and standards. In doing so, ASHRAE follows a practice of licensing translations so that the Society’s copyright is maintained and disclaimers are incorporated to protect the Society from liability and misrepresentation of ASHRAE approved documents and Society positions.

The ASHRAE publishing business model is that ASHRAE Handbook and ASHRAE Journal are membership benefits and that books, standards, papers and educational products are sold to the members who have interest in their development. ASHRAE translation practices recognize balance among many issues, including promoting use of content, recovery of development and content delivery costs, and fairness to purchasers of content whether in English or another language, and copyright protection.

To encourage translations into Spanish, ASHRAE has adopted a partnership plan that requires a translation license but that generally allows translations to be performed without a license fee and making the published translation available to the translating group at manufacturing and shipping cost only. In addition, revenue from sale of translations is shared with the respective translating group.

PEC and staff will continue to monitor costs, explore alternative solutions and respond to suggestions to make ASHRAE content available in multiple languages.

The inclusion of this currently standing practice to the ASHRAE Publishing Business Model, formalizes the PEC action policy on translation requests. This also corresponds to the response to the Member Council action which requested PEC to continue to look for options that will meet the needs of constituencies for whom English is not their first language while maintaining ASHRAE's vigilance over quality.

*Mr. Comstock commented that free translations of ASHRAE documents have been requested several times through Members Council and PEC has developed this policy so that Spanish translations are priced fairly compared to the English version. ASHRAE Society should be mindful that English versions, which were developed at considerable time and effort by the volunteers, are purchased by members and so should any translations.*

## Motions - 2013 Spring CRC

### Dallas Chapter – Motion 20 (06/25/2013):

That charging of registration fees for the Society's winter and annual meetings be rescinded for current Life members; to take place immediately. (Complete)

**Answer: (Defeated)** The registration fees should be fair to everyone. The Dallas 2013 conference was the first conference where everyone had to pay a registration fee. It is too soon to tell whether there will be an impact of lower attendance by Life members.

### Fort Worth Chapter – Motion 21 (06/25/2013):

That Chapter RP/MP Chairs that are repeating and have attended the previous year's Centralized Training not be required to attend the Centralized Training in the current year. For the CRC in the second year, a repeating Chair from RP/MP who meets the above criteria would have their transportation paid for following attendance at the CRC. (Complete)

**Answer: (Defeated)** Centralized Training is meant to bring together Chairs from across the globe to discuss issues and ideas; repeating chairs who attend Centralized Training can provide a unique perspective and useful insight for incoming chairs. Furthermore, Centralized Training is a better use of ASHRAE resources than is training through CRCs because the training sessions are combined into 2 sessions a year, instead of 14 sessions a year. Also, if second year Chairs do not attend centralized training, they will not be aware of changes made or may have occurred that affect their roles.

### Mexico City Chapter – 2013 CRC Motion 6:

That PAOE points are earned for the translation, committee review, and presentation material development for ASHRAE publications. (Complete)

**Answer:** This motion was referred to the Society President Elect for the 2014-15 PAOE criteria.

### Alamo Chapter – Motion 2.3 (05/23/2012):

That ASHRAE create a technical committee to develop and design ventilation standards for dental applications. (Referred to Tech Council; Complete)

**Answer:** "Thank you for the request to develop ventilation standard for dental applications. We would be happy to consider the development of such a standard; however we need a proposed title, purpose and scope first. Anyone can submit a proposal for the consideration of a new ASHRAE standard or guideline. There are forms and instructions located at <https://www.ashrae.org/standards-research--technology/standards-forms--procedures> under the heading "Development of New Standards" that will need to be submitted. The forms include spaces to list the proposed title, purpose, and scope, a proposed chair for the committee along with proposed members, the need for the document, and relevant stakeholders. If you wish to submit a proposed standard and need assistance please contact the Manager of Standards, Stephanie Reiniche at [sreiniche@ashrae.org](mailto:sreiniche@ashrae.org) or 678-539-1143. Technology Council considers its response complete and that this item is closed.

## Motions - 2011 Spring CRC

### Austin Chapter – 2011 CRC:

That ASHRAE revise the online membership renewal web process to display an itemized accounting of both a) society

dues and b) chapter dues. Chapter dues would be presented as a “default” charge according to the local dues schedule for a particular assignment. A member would have the option to remove chapter dues from the final payment amount; however, the member would be required to actively delete the chapter dues line item using a “REMOVE” radio button or similar. [\(Complete\)](#)

**Answer:** The Society and chapter dues defaults to paid but there is an option to choose non-paid. All ASHRAE members must be assigned to a chapter/region whether or not they choose paid or unpaid.

#### [Austin Chapter – 2011 CRC:](#)

That ASHRAE Society collect first year chapter dues a part of a new member’s online ASHRAE Society registration process. [\(Complete\)](#)

**Answer:** This is being done now. After the 2011 Annual Conference in Montreal, ASHRAE sent a notice to all chapters announcing chapter dues payments for new members who join online. ASHRAE is not able to print dues amount on the hardcopy application for 170+ chapters but are able to give the new member the option to pay chapter dues online when they join. We can only accept chapter dues for chapters who are participating in Society’s chapter dues program.

#### [Houston Chapter – 2011 CRC:](#)

That ASHRAE Society add a mandatory field on the Research Promotion website so that the person must enter which chapter they are from for donating to RP. [\(Complete\)](#)

**Answer:** This is being done now. There is a field but not mandatory because not all donors (companies) know which chapter they belong to.

#### [Monterrey Chapter – 2011 CRC:](#)

That Society apply the Research Contributions from Mexico toward the translation of the ASHRAE Fundamentals Handbook and other designated documents. [\(Referred to ASHRAE Publisher, Steve Comstock; Complete\)](#)

**Answer:** There is a translation agreement in place for the 2010 Refrigeration Handbook to be translated into Spanish (Castilian). Translator is the association, ACTECIR. Expected translation completion date is to be July 2012. If successfully completed, agreement calls for translation of the next three volumes with work to begin as each is published in English. As with other ASHRAE translations, the PEC business plan is to make the translations available at member and list pricing.

#### [Monterrey Chapter – 2011 CRC:](#)

That ASHRAE members who purchase electronic products be able to receive another download at no cost, upon request, when the document is lost or needs to be transferred to a new computer, within one year of purchasing the product. [\(Referred to ASHRAE Publisher, Steve Comstock; Complete\)](#)

**Answer:** The ASHRAE bookstore recognizes that customers have a legitimate need to move a purchased file, such as is noted in the background, to another computer. A process is in place which allows this. These are the steps to be followed in the bookstore:

1. Go to [ashrae.org/bookstore](http://ashrae.org/bookstore)
2. Login
3. Click on “My Account” in the top right directly beneath the header
4. Click on “My Downloadable files” from the links under Account Services
  - a. Select the document you wish to transfer from the list (every download purchased from the bookstore will be in this list). If the download has already been opened the download’s “Current State” will read “locked to machine” and there will be an orange button that reads “unlock”
5. Click the “unlock button”
6. The “Current State” will read now “available for download” and there will be an orange button that reads “download”
7. Click the “download” button
8. A new screen will pop up that contains an orange “transfer” button on the right side of the screen, directly underneath the Download button.
9. Click on this “transfer” button and follow the on-screen instructions move the download to another computer.

A customer can transfer a download to another computer at any time using the steps above, but can only use it on one





computer at a time. If the customer experiences problems he or she can call 1-734-780- 8000 (if calling from Mexico) or e-mail techstreet.service@thomsonreuters.com, who can walk him or her through the process or unlock the document for them if necessary.

There is one caveat. This process will not work on a thin client computer. If the customer is on a thin client computer he will need to contact customer service to unlock the document for him.

## Motions - 2010 Spring CRC

### East Texas Chapter – Motion 7 (06/28/2010):

That beginning July 1, 2011, all ASHRAE society and chapter dues be made due at the same time of the year, which would be at the beginning of the ASHRAE society year, July 1. All new members joining within the year would have their annual dues pro-rated at a rate of 1/12 per month, including the month that they join, to run through the end of the society year. (Complete)

**Answer: (Defeated)** The following are responses from the ASHRAE Membership and Comptroller staff:

Membership Staff reported the following on anniversary billing as being better for ASHRAE in general:

- Having monthly income for dues that is more levied between the 12 months is better for ASHRAE's cash position in terms of regular cash flow.
- Having anniversary billing allows members to be elected the first day of the next month after they apply, and not have any communications with ASHRAE regarding dues until it is time to renew next year. Annual billing would require new members to have to deal with a pro-rated dues bill that first year, so that unless they joined in June, they would have to pay twice.
- Managing new members on a monthly basis is much easier for chapters. Getting to know and contacting just a few people each month is much easier than doing a large chunk of individuals all at once. I think there is a much better chance it will be done effectively when the load is more manageable...and this is an extremely important piece of the new member experience.
- It's simply better service to handle people immediately as they come in to the organization at the Society and chapter level. I think it's possible but things could fall through the cracks if our database is moved to an entirely different billing system.

It is more challenging in terms of PAOE, however, at the end of the day, the reports are real time and chapters can run them anytime, and they are now more in a position to get regular data and keep an eye on things. There are pros and cons to both and it would be extremely costly for ASHRAE to change. ASHRAE's database is set up for anniversary billing; we would have to completely change the election date structure and the billing process. It would be very hard to do but it's not to say we can't do it.

Response from Comptroller:

First; this can be handled with a different type of report. Second we would have to re-customize our database and restructure the setup of the system. I will get \$ amounts from IT but I think it was about \$80,000 or more. This does not include staff time to redo our system.

Five years ago we spent over \$112,500 to customize the software for our membership process. We would have to spend about \$3-5,000 to get a quote to change that process. Changing from anniversary to annual will also affect our Journal subscription and ABC auditing which could also affect our advertising income. The more I think about the change the more things I think will be affected (and not for the positive). All of this does not include rewriting all of our membership reports.

Mr. Fulk reported that if chapters are keeping record of the chapter dues payments to the chapters, then historically, the chapter should know how much to expect annually from the chapter dues. It was also determined that when Society dues and Chapter dues were coming in annually, it created more work and more staff was needed to enter the dues in the system. This process would be cost prohibitive to Society to revert back to this system of billing and will cause a burden to larger chapters which have a larger number of delinquents that will be created by going to annual billing.



**Motions - 2009 Spring CRC**

**Mexico City Chapter – Motion 13 (06/22/2009):**

That ASHRAE offer special rates for members that have maintained continuous membership for periods of 10, 20 or more years. (Complete)

**Answer: (Defeated)** The following bullet points were concerning the different levels of membership dues that Society already offers:

- ASHRAE currently offers a \$20 membership to fully retired members who are at least 55 years old and have 10 years of ASHRAE membership. Retired members do not receive the annual Handbook but may purchase a copy of any Handbook volume not received as part of their membership services at a discount of 50 percent from the list price, plus postage and handling. We have approximately 260 Retiree members.
- ASHRAE offers Life members free membership after 30 years of membership who must be 65 years of age or older. They receive several benefits as part of their Life membership such as the annual Handbook, free registration to ASHRAE meetings, etc. We have approximately 4,300 Life members.
- \$90.00 per year for Member and Associate Member grades for individuals who reside in countries listed in low-income and lower-middle-income groups of the World Bank List of Economies, effective for new members and renewals after July 1, 2008.
- Effective July 1, 2009, the dues structure for the Affiliate grade of membership will increase to \$50 (year 1), \$70 (year 2), and \$90 (year 3).
- The current student membership dues are \$16.

**South Texas Chapter – Motion 14 (06/22/2009):**

That Society develop promotional materials geared to high school students more likely to pursue a technical degree (along with guidance counselors, teachers, and administrators) to inform them about career opportunities in the HVAC&R service industry and encourage them to pursue these valuable, high-paying jobs. (Referred to SAC; Complete)

**Answer:** The Student Activities Committee (SAC) is in the process of completing the development of industry related K-12 promotional materials that coincides with this request.

**Motions - 2008 Spring CRC**

**Monterrey Chapter – Motion 9 (06/22/2008):**

That ASHRAE includes the Councils in Charge of Accreditation of Engineering Teaching in Different Countries Worldwide (CCAETDCW) wherever a program must be “accredited by the Accreditation Board for Engineering and Technology (ABET) or a substantially equivalent program in countries outside the USA. (Referred to eMembership Ad Hoc; Complete)

**Answer:** Engineering programs that are not ABET-accredited, but are accredited by a body in the respective country of the university/school, are now used in the calculator. If a member graduated from an accredited engineering program in Sri Lanka, and we have that school in our system, and have been told that the school is accredited by the country’s leading engineering accrediting body, the member would get equal points to a ABET or Washington Accord accredited program (like Penn State). This requires our international branches and chapters to help us build this list, unless their program is already listed with ABET or the Washington Accord.

**Motions - 2007 Spring CRC**

**Dallas Chapter – Motion 8 (06/25/2007):**

That Society provide guidelines for chapter financial audits in the Manual for Chapter Operations. (Complete)

**Answer: (Defeated)** Guidance is already documented in the Manual for Chapter Operations and because ASHRAE does not have the expertise to provide local accounting and tax advice to US chapters.

**Monterrey Chapter – Motion 25 (06/25/2007):**

That ASHRAE includes the Council for Accreditation of Engineering, Teaching, Mexico (Consejo de Acreditacion de

Ensenanza de la Ingenieria, CACEI) wherever a program must be “accredited by the Accreditation Board for Engineering and Technology (ABET) or a substantially equivalent program in countries outside the U.S.A. ([Referred to eMembership Ad Hoc; Complete](#))

**Answer:** Engineering programs that are not ABET-accredited, but are accredited by a body in the respective country of the university/school, are now used in the calculator. If a member graduated from an accredited engineering program in Sri Lanka, and we have that school in our system, and have been told that the school is accredited by the country’s leading engineering accrediting body, the member would get equal points to a ABET or Washington Accord accredited program (like Penn State). This requires our international branches and chapters to help us build this list, unless their program is already listed with ABET or the Washington Accord.

**[Austin and East Texas Chapters – Motion 26 \(06/26/2007\):](#)**

That the language of the most current BOD approved version of ASHRAE 62.1-, Article 6.3.1.4 (or other article if another is more appropriate) to read as follows: ([Referred to Tech Council; Complete](#))

"6.3.1.4 Design Approaches. Select one or a combination of the following design approaches to determine minimum space and system airflow rates and all other design parameters deemed relevant (e.g., air cleaning efficiencies and supply airflow rates). It is intended that this subsection promote ventilation alternatives which can be reasonably demonstrated: through sound engineering principles; or through testing that adequately reflects the respective occupancy conditions and ventilation system. It is further intended that exact equivalency of another recognized ventilation method (e.g., ventilation rate procedure, demand controlled ventilation/dynamic reset, etc.) is not required to be demonstrated in every occupancy condition, provided the Purpose of the Standard and its definition of acceptable indoor air quality are achieved."

"(e) A constant ventilation rate design approach at rates less than those prescribed by the Ventilation Rate Procedure is an acceptable approach to consider. For example, a constant volume ventilation design approach which compares itself to the requirements of variable volume ventilation or demand controlled ventilation is acceptable if: it yields higher average daily ventilation rates for 85 percent or more of the occupied hours; and if it yield higher instantaneous (15 minute interval testing) ventilation rates for 70 percent or more of the occupied hours."

"(f) Design approaches shall consider sustainability features and performance, including, but not limited to: electrical demand; maintenance requirements, maintenance capability of the operator/Owner; energy and resources consumption during operation; energy and resources consumption during manufacturing and installation; and initial construction costs."

**Answer:** Technology Council transferred this motion to the Manager of Standards for action at the New York 2008 Winter Meeting. Subsequently the motion was referred to SSPC 62.1 but it was decided that this recommended action should come directly from the Austin Chapter as a formal continuous maintenance addendum proposal. On April 9, 2008, Andy Persily, Vice Chair of Technology Council, transmitted a Continuous Maintenance proposal submittal form to Cameron Labunski, President of the Austin Chapter, with instructions for him to complete the form and submit it to the Standard 62.1 project committee. To date it appears that the form has yet to be submitted and a follow up reminder note was sent to Labunski today by ASHRAE standards staff. Please note that in the future such proposals should be submitted directly to the appropriate ASHRAE committee for the most expeditious action. Thus Technology Council considers this referral closed.

**[Arkansas Chapter – Motion 27 \(06/25/2007\):](#)**

That Society expand the current biographical record system found on [www.ashrae.org](http://www.ashrae.org) for each chapter member to include honors and awards points by category. ([Complete](#))

**Answer:** Members Council was not in favor of this motion. (Defeated) The computer system cannot calculate the points without having significant programming changes and significant cost (estimation of at least \$50K), and potential subjective interpretation of regional and chapter activities.

## Motions - 2006 Spring CRC

**[Monterrey Chapter – Motion 4 \(06/26/2006\):](#)**

That ASHRAE create with the help of Student Activities and the Young Engineers in ASHRAE (YEA), an international work experience program for ASHRAE student branch members by electronically posting international job experience

opportunities for undergraduates. (Complete)

**Answer:** In October 2006, the Student Activities Committee launched a web-based internship program on the ASHRAE website. The program is open to international companies seeking ASHRAE student member interns, as well as student members seeking internships. There are currently two international postings: one in Malaysia and one in Paris. The committee plans to notify the Monterrey Chapter of this program and will also investigate the possibility of translating some of their internship promotional materials into Spanish to encourage the posting of positions in other languages from English.

**Dallas Chapter – Motion 5 (06/26/2006):**

That the ASHRAE “62MZCalc” spreadsheet that assists in the Ventilation Rate Procedure Calculations be provided with the base Standard 62.1-2004 and make this updated spreadsheet available on the website and not solely available with the 62.1 User’s Manual. (Referred to PubEd and Tech Council; Complete)

**Answer:** The spreadsheet is available on the website for the 62.1-2004 version; the 62.1-2007 version is being updated by the contractor and will be posted when complete. The plan is to include this spreadsheet with future releases of Standard 62.1, rather than with the User’s Manual. Tech Council considers their response complete and that this item is closed.

**Dallas Chapter – Motion 6 (06/26/2006):**

That Section 7.5 (Chapters Regional Committees) of Article VII (Committees) of the ASHRAE Bylaws remain currently as written. (Referred to SRC; Complete)

**Answer:** This section remains the same as written, it was not revised.

**Dallas Chapter – Motion 7B (06/26/2006):**

That Section 4.1 (Membership) of Article IV (Board of Directors) of the ASHRAE Bylaws remain as currently written. (Referred to SRC; Complete)

**Answer:** This section remains the same as written, it was not revised.

**Houston Chapter – Motion 8 (06/26/2006):**

That Membership (products, registration fees and dues) and Publishing and Education (products and services) provide pricing adjustments to accommodate economic disparities for developing countries. (Complete)

**Answer:** This motion was referred to the Globalization Roadmap Ad Hoc Committee. The Globalization Roadmap Ad Hoc Committee dealt with this referral by developing the Strategies for a Global Environment. This was presented to the Board of Directors and will be voted on at the Long Beach meeting. There are strategies dealing with the offering of products and services, including membership, with geographically based pricing.

## Motions - 2004 Spring CRC

**Alamo Chapter – Motion 13 (06/27/2004):**

That the “renewal or join ASHRAE” form on the website be modified to automatically include the local chapter dues with an option to delete the local dues. Each chapter must provide the local dues amount for the coming society year to Society by the end of the outgoing society year. (Complete)

**Answer: (Defeated)** Local chapter dues are already included on the Society’s website dues bill and because Society does not collect chapter dues from new members.

**Austin Chapter – Motion 14 (06/27/2004):**

That the Standard 62 Committee shall be directed to re-instate the informational table (added in Appendix o) for guidance of ventilation of smoking spaces until other guidance material is available. (Referred to Tech Council; Complete)

**Answer:** This motion was referred to Technology Council Because this is a policy and not a technical issue, this motion was referred to the Standards Advisory Committee (SAC) just prior to the Tech Weekend 2004 meeting of Technology Council. At its October 4, 2004 meeting the SAC approved a recommendation that Appendix o appropriately served its function as an interim item. Its absence from Standard 62 is consistent with Board of Directors policy regarding



excluding smoking spaces in Standard 62 and that guidance will be included in the Environmental Tobacco Smoke Design Guide that is currently in preparation. SSPC 62.1 will be advised of this action. While notification is for their information only, they should note that the view expressed in the motion is representative of the needs of Region VIII.

**Dallas Chapter – Motion 15 (06/27/2004):**

That if an ASHRAE member in any grade is/was mobilized for military service, as so many of our friends and family members have been for Operation Iraqi Freedom, that their ASHRAE membership will be considered as having been “bridged” for the time period that they were pulled away from their civilian financial status to the date when they were released from military duty and returned to their civilian career. (Complete, see motion below.)

**Answer: (Defeated)** A similar motion was addressed by the Membership Promotion Committee which includes a change to the Rules of the Board.

**Motion 6C (06/29/2004) from the Membership Promotion Committee to Member Council:**

That the Member Council recommends to the Board of Directors that Rule of the Board 61-02-12-06/79- 06-27-47 (Dues, Fees, Privileges) – Armed Forces be revised as follows: (Passed; Complete)

Armed Forces 61-02-12-06/79-06-27-47

A member of his/her country’s armed forces who is: a) Placed on Active Duty from a reserve status; or b) Re-deployed during a time of conflict as a career military person; or c) Required by country’s armed forces to serve (i.e. draft), may elect to be placed on the inactive member list for a period not to exceed three years. The election of inactive status shall not interrupt the members “Continuous ASHRAE Membership” years as tracked by Society, and shall be included in calculations for membership years. The inactive member may purchase any of Society’s publications at the member price, but shall not receive the Journal and Insights or the handbook during this period.

**Monterrey Chapter – Motion 16 (06/27/2004):**

That the new member’s applications be submitted and captured directly on the ASHRAE website. (Complete)

**Answer: (Defeated)** Online membership applications are being incorporated with the new computer software (estimated time 2006-2007).

**East Texas Chapter – Motion 17 (06/27/2004):**

That ASHRAE contract for research to be conducted to study the effectiveness of the State of North Carolina Building Code Council revision reducing the classroom ventilation rate to 7.5 cfm/person from ASHRAE Std 62.1-2002 rate of 15 cfm/person. (Referred to Tech Council; Complete)

**Answer:** In October 2004 this motion was referred to TC 5.12, which discussed the matter at the Winter Meeting in Orlando in February 2005. The TC Chair, James Reardon, reported in April that the TC was not supportive of ASHRAE formally undertaking research in this area, pointing out that “the idea of reducing ventilation rate requirements in schools seems to contradict some leading expert thinking” and concluding that “reducing ventilation in schools seems to be very unwise.” He noted the recent EUROVEN requirements for schools, as published in “Ventilation and Health in Non-Industrial Indoor Environments” (Wargocki, P., Sundell, J., Bischof, W., Brundrett, G., Fanger, O., and Gyntelberg, F.), report from a European Multidisciplinary Scientific Consensus Meeting (EUROVEN), Indoor Air, 12(2), 2002, pp. 113-128, and in “European Interdisciplinary Networks on Indoor Environment and Health,” (Sundell, J., and Nordling, E.), National Institute of Public Health, Sweden, Report 2003:32, 2003, as the basis for their conclusion. He further noted that the EUROVEN initiative suggests that ventilation rates should be increased to as much as 25L/s (53 cfm) per person.

The above being said, others believe that there is a need for more research on IAQ and its impact on health and productivity in schools and other building types. In fact, an ASHRAE research project is under way (1257-RP, “Indoor Environmental Effects on the Performance on Schoolwork by Children”) in Scandinavia that has produced preliminary experimental results indicating that doubling the ventilation rate (from 10 to 20 cfm/person) would substantially improve schoolwork performance. These preliminary results are being shared with the Standard 62.1 Standing Standard Project Committee. SSPC 62.1 has also recently received from James McClure results of his observations in schools, supporting the view that 7.5 cfm/person is adequate.

Finally, ASHRAE’s Environmental Health Committee has proposed that a workshop be held on a multidisciplinary scientific review of research that has been or is being conducted on the effect of ventilation rates on health and productivity in various types of buildings, especially schools. A full proposal is expected to be considered by

Technology Council this October.

Thus much activity is underway in ASHRAE regarding the issue raised by the East Texas Chapter. Although the matter is still under investigation we consider our response to Motion 17 to be complete and that this item is closed. Nonetheless, Technology Council will continue to press for a better resolution of this issue.

**Austin Chapter – Motion 22 (06/27/2004):**

That Society modify the Technology Awards as follows: (Referred to CTTC; Complete)

- Eliminate the 14 categories
- Require that 3 awards are given annually.
- Move the judging to coincide with a Society meeting.

**Answer:** CTTC acknowledges that there are concerns with the present structure of the Technology Award Program. However, the recommendations brought forward in Motion 22 do not resolve the identified problems. For the time being, CTTC recommends that the present structure be maintained. A CTTC subcommittee is reviewing the purpose, eligibility requirements, and judging for the Technology Awards and will report its recommendations at the June 2006 Annual Meeting.

**Austin Chapter – Motion 23 (06/27/2004):**

That the Fall Resource Promotion training sessions be eliminated and have all Resource Promotion Training occur at the CRC. (Complete)

**Answer:** (Defeated) The DRC determines the location for the Resource Promotion Training Workshop.

**Austin Chapter – Motion 24 (06/27/2004):**

That Society allow Regional Web Masters direct access to Regional Web Pages. (Passed: Complete)

**East Texas Chapter – Amended Motion 25A (06/27/2004):**

That ASHRAE offer to collect registration for Regional CRC meetings from their website and current merchant services accounts. (Passed; Complete)

**Guadalajara Chapter – Motion 26 (06/27/2004):**

That ASHRAE provide the Handbook series in the Spanish Language. Priority should be given to 1) Fundamentals, 2) Applications, 3) Systems and Equipment, 4) Refrigeration. (Complete)

**Answer:** (Defeated) There is fiscal impact and logistics are involved.

**Monterrey Chapter – Motion 27 (06/27/2004):**

That the payment of royalties for ASHRAE publications, translated by the chapters, be eliminated. (Referred to PDC; Complete)

**Answer:** The Professional Development Committee (PDC) approved a motion that ASHRAE Chapters can translate ASHRAE Learning Institute's Self-Directed Learning courses without a royalty fee, but ASHRAE will retain copyright and exclusive rights to print and distribute. The chapter performing the translation will receive from ASHRAE 25 free copies to acknowledge their contribution to the translation. A translation agreement incorporating these terms will be provided to any chapter that wishes to undertake a translation. An action item was assigned to the committee to provide guidance of the current practice used, so that chapters will have a clear understanding and are better informed of the process.

## Motions - 2004 Spring CRC

**Houston Chapter – Amended Motion 17C (06/29/2003):**

That Standard 62.2P address concerns of how ventilation in hot humid areas vs. other climate areas should be handled. (Referred to Tech Council; Complete)

**Answer:** Technology Council referred the motion to SSPC 62.2.

David Grimsrud, Chair of SSPC 62.2 reported at the Nashville meeting that the envelopes subcommittee of the SSPC



approved the following statement 4/0/0 CNV, and SSPC 62.2 approved the statement with a vote of 12/0/0 CNV: “Standard 62.2 requires what we consider to be minimal levels of continuous ventilation (for example 60 CFM in a 2000 square foot, 3-bedroom home). Occupants in hot-humid ventilation in humid climates creates a concern with high humidity the systems need to be designed to control that humidity.” Thus, we consider this referral to be closed.

**Shreveport Chapter – Motion 18 (06/29/2003):**

That any proposal involving the reduction in the number of regions and/or the regional representation on the Board must be ratified by the regions. Ratification will require approval by two-thirds of the regions, as indicated by vote by the delegates at the open business session of each region’s CRC. ([Referred to BOD Planning Committee; Complete](#))

**Answer:** The Planning Committee determined that each Region is represented on the Board of Directors (BOD) at this time by a Director and Regional Chair (DRC) and any motions involving the number of regions and/or regional representation on the Board would be voted on by the BOD and the DRCs representing their regions are a part of the voting body.