

**ARCHIVED RECORDS
2005-2012
ASHRAE NB/PEI CHAPTER**

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ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 7
June 12, 2007

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dan Boudreau (DB)	Treasurer	dboudreau@enerplan.com	858-1300
Frederic Desjardins (FD)	President	fdesjardines@maricor.ca	857-8880
Dwight Scott (DS)	Programs/CTTC	dgscott@nb.sympatico.ca	882-9093
Gerry Waselynychuk (GW)	CRC Liaison	gerry@aquavap.com	857-8788
John Willden (JW)	Historian/Student Activities	john.willden@gnb.ca	856-2215
Ken Martin (KM)	Research/Promotion	kmbrsm@nb.aibn.com	859-4390
Andy Cowan (AC)	Board of Governors	afcowan@nbnet.nb.ca	857-8833

Absent

Charles Edwards (CE)	Board of Governors	chucj@hoadeng.ca	855-1414
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Camille Chevarie (CC)	President Elect	cchevarie@hatch.ca	857-8708
Patti Crouse (PC)	Secretary	pcrouse@nb.aibn.com	389-3077
Mike Gillis (MG)	Board of Governors	mgillis@maricor.ca	857-8880
Grant Bourque (GB)	Board of Governors	suncorph@nbnet.nb.ca	858-9881
Craig Brown (CB)	Newsletter Editor	cbrown@trane.com	855-3133
Damien Monk (DM)	Membership	dammon@ipexinc.com	856-0386

Old Business Prior Meetings

Action By:

- 3.1 ASHRAE Commissioning course
Action June 12: Commission course letter of appreciation received from Steve Ramsey of Nova Scotia Chapter.
- 3.2 Radiant Cooling speaker in conjunction with Halifax Chapter for
Action June 12: item carried until Sept 2007
- 3.3 Update:
CRC 2007 Moncton, GW advised hotel is booked and agenda complete. GW willing to train volunteers for future CRC participation. GW to work with DS on account setup for CRC.
Action June 12: GW reported on Region II Planning Meeting. GW
Attendees to the CRC were established:
D. Scott – Delegate
D. Boudreau – Alternate
T. Silliker – CTTC
P. Crouse – Second
C. Brown – Membership
F. Desjardins – RP
N. Bourgois – Historian
J. Willden – Student Activities Chair
CRC update: Considering extra meetings for mgnt skills seminars. Technical speakers start time moved from 9:00am to 9:45 am. RVC DRC Regional meeting 10:15 am, Caucus meeting 10:15 am and CRC Agenda has changed
- 5.1 Wildcats Funday – FD & GW to research a fun day for winter 2008 FD, GW
Action June 12: Carried until Sept 2007
- 6.4 Chair reports: FD discussed (Member to Child) scholarships..
Action June 12: CB to send out email to all members to adv. of CB
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- 6.5 PAOE points update: current total 1985 points. Chapter is currently tied with Quebec, but at bottom of list nationally.
Action June 12: Chairs to contact FD prior to month end for FD
points updates if any.
- 7.2 DS adv. there is 6 “in appreciation” clocks left. Should the Chapter JW, DS
order more at this time. JW suggested in future the committee may choose to offer memory sticks or memory boxes as gifts with out logo on it. DS to get some pricing for suggestions and adv. next meeting.
Action June 12: DS adv. 36 clocks have arrived, 42 in stock. DS

- 7.5 Research & Promotion
KW adv. Research & Promotion goal is towards 34.9%. And he is still collecting. NB/PEI Chapter is actually leading the region in our goal and in 2nd place for Research & Promotion. FD adv. we can review it at next months meeting. KW, FD
Action June 12: KM advised the goal is \$ 6000.00 the high five is \$ 6380.00 and the challenge goal is \$ 6699.00. We need \$ 2123.00 in order to make high five. GW motioned that the Chapter provide \$ 2123.00, AC seconded and motion passed unanimously. KM
- 8.1 Budget April 2007-2009 KM, FD
Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting. FD
- 9.1 R&P Membership – Chapter has great potential to gain new membership. New incentives should be discussed to bring in new members. Free memberships or dinners could be possibilities. FD motions next years membership chair should use the Commissioning Course participants list to pursue membership growth and offer rebate for new members in following year (for period of one year). DS 2^{nds} motion – carried. FD
Action June 12: Follow up in 2007/2008.
- 9.4 Chapter questionnaire by FD discussed and 2007/2008 Executive Committee chosen. Executive list to be forwarded to Society. FD
Action June 12: Completed as required. FD
- 9.5 Donations from NB/PEI Chapter being considered: NB Lung Assoc., Friends of Moncton Hospital, George Dumont Foundation, UdeM, and UNB. * A certain amount of budget will be allocated for charities. The Sub-Committee will discuss when they meet June 12, 2007 and decide by motions. Follow up next meeting. FD
Action June 12: See new business.
- 9.6 2007 CRC Moncton – GW adv. dates Aug 23, 24 and 25 for the CRC. Two additional people needed to attend Technical session and Historian session. PC to attend Technical, and NB to attend Historian. GW, PC, NB
Action June 12: See item 3.3 update.

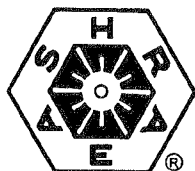
New Business May Meeting

Action By:

- 10.0 Top up Universite de Moncton by \$ 5000.00 to bring \$ 8550.00 up to \$ 13550.00. At current rate of return the annual 4.5% scholarship will be self sustaining and amount to \$ 500.00. FD motioned, KM seconded, passed unanimously. FD
- 10.1 KM motions \$ 4000.00 to NB Lung Association. DS seconded. 5 for and 2 abstain. Motion carried. FD to work out details with Associations. FD
- 10.2 KM motions \$ 2000.00 for coffee breaks at 2007 CRC. JW seconds. Carried unanimously.

Meeting adjourned 1653 hr.

July
Next meeting is a planning meeting in June 2007



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS

Minutes of Meeting # 7

~~June 12, 2007~~

25 July 2007

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca	856-2215
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Tyson Silliker	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083
Absent			
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Patti Crouse (PC)	Treasurer	pcrouse@nb.aibn.com	389-3077
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@maricor.ca	857-8880
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Robert McEwen (RM)	Newsletter Editor	rmcewen@maricor.ca	857-8880
Luc Dugas	Board of Governors	ldugas@maricor.ca	857-8880

Old Business Prior Meetings**Action By:**

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Action June 12: Commission course letter of appreciation received from Steve Ramsey of Nova Scotia Chapter.
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Action July 25: KC to attend Historian Session in place of NB

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New Business May Meeting

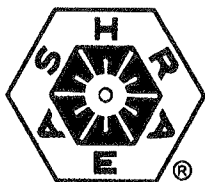
Action By:

- 1.0 PAOE Points Update DS
Action July 25: DS to contact FD for update
- 1.1 Golf Tournament August 9 Update
Action July 25: CB The tournament is completely booked. They have a waiting list on hand.
- 1.2 Agenda Minutes to be passed out as soon as possible. The format will remain the same. NB
- 1.3 Scholarships: DS
 - Request from NBCC-SJ
Action July 25: DB Cheque was sent
- Scholarship to son or daughter of member awarded to Bethany Marie Chaisson of Charlottetown
Action July 25: DS to contact UPEI to make arrangements for the presentation of the check. Also to contact NBSCETT to have it published in their news letter ALLTECH.
- 1.4 CRC Update
Action July 25: GW handed out the revised schedule
- 1.5 **Action July 25:** DS to contact 2 past presidents to sign off audit. DS

- 1.6 **Action July 25:** CB to follow up on commissioning course CB attendees
- 1.7 Chapter program topics and speakers have been chosen for the new year. GW,DS
- Action July 25:**
- GW to contact our liaison for our chosen program topic speakers
 - DS to follow up with Distinguished Lecturers with Halifax
 - DS to write to Solar & Palau to inform them we will not be using them at this time.

Meeting adjourned 1340 hr.

Next meeting is a planning meeting in August 14, 2007



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 2 August 14, 2007

Name (Initials)	Title	Email	Phone
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@maricor.ca	857-8880
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Luc Dugas	Board of Governors	ldugas@maricor.ca	857-8880
Patti Crouse (PC)	Treasurer	pcrouse@nb.aibn.com	389-3077
*Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Dave Potter	CRC Dinner MC Acting Secretary	dapotter@nbnet.nb.ca	386-3504
Jennifer Chapman	CRC Admin Asst	Jennifer@aquavapgroup.ca	857-8788
Absent			
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Tyson Silliker	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
*Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Robert McEwen (RM)	Newsletter Editor	rmcewen@maricor.ca	857-8880

*CB and KC were present at the July 25 meeting.

- 3.1 ASHRAE Commissioning course
Action June 12: Commission course letter of appreciation received from Steve Ramsey of Nova Scotia Chapter.
- 3.2 Radiant Cooling speaker in conjunction with Halifax Chapter for
Action June 12: item carried until Sept 2007
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Action August 14: DS has confirmed speaker with Gary LeBlanc of Halifax Chapter.
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logo on it. DS to get some pricing for suggestions and adv. next meeting.

Action June 12: DS adv. 36 clocks have arrived, 42 in stock.

Action August 14: Some clocks have been distributed to DS, GW and DB

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Action August 14: KM distributed his report – Society has recognized our success!

8.1 Budget April 2007-2009

Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.

Action June 12: Carried to next meeting.

Carried forward.

9.1 R&P Membership – Chapter has great potential to gain new membership. New incentives should be discussed to bring in new members. Free memberships or dinners could be possibilities. FD motions next years membership chair should use the Commissioning Course participants list to pursue membership growth and offer rebate for new members in following year (for period of one year). DS 2^{nds} motion – carried. CB

Action June 12: Follow up in 2007/2008.

Action July 25: CB has registration forms from Commissioning Course to follow up with potential new members.

Action August 14: CB is following up as possible.

9.4 Chapter questionnaire by FD discussed and 2007/2008 Executive Committee chosen. Executive list to be forwarded to Society.

Action June 12: Completed as required.

9.5 Donations from NB/PEI Chapter being considered: NB Lung Assoc., Friends of Moncton Hospital, George Dumont Foundation, UdeM, and UNB. * A certain amount of budget will be allocated for charities. The Sub-Committee will discuss when they meet June 12, 2007 and decide by motions. Follow up next meeting. PC

Action June 12: See new business.

Action July 25: DB reported that cheques have been written

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CRC. Two additional people needed to attend Technical session and
Historian session. PC to attend Technical, and NB to attend
Historian.
Action June 12: See item 3.3 update.
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- 10.1 KM motions \$ 4000.00 to NB Lung Association. DS seconded. 5
for and 2 abstain. Motion carried. FD to work out details with
Associations.
Action July 25: Completed as required.
**Action August 14: FD has delivered cheques to NB and PEI
Lung Associations. Motion (KM/LD) to reimburse FD for travel
at \$0.45/km. CARRIED (8-0-1)**
- 10.2 KM motions \$ 2000.00 for coffee breaks at 2007 CRC. JW seconds.
Carried unanimously.
Action July 25: GW they will hold off until they need it.

New Business July Meeting

Action By:

- 1.0 PAOE Points Update
Action July 25: DS to contact FD for update
Action August 14:Done
- 1.1 Golf Tournament August 9 Update DS
Action July 25: CB The tournament is completely booked. They
have a waiting list on hand.
**Action August 14: Smashing success!. Thanks to CE, and Gary
& Jackie Fahie. DS to write letters of thanks. Tangible
recognition to be considered at a later date.**
- 1.2 Agenda Minutes to be passed out as soon as possible. The format
will remain the same.
- 1.3 Scholarships: DS
- Request from NBCC-SJ
Action July 25: DB Cheque was sent

- Scholarship to son or daughter of member awarded to Bethany
Marie Chaisson of Charlottetown
Action July 25: DS to contact UPEI to make arrangements for the

presentation of the check. Also to contact NBSCETT to have it published in their news letter ALLTECH.

Action August 14: UPEI Awards Ceremony tentatively scheduled for Oct. 2, 2007. Need to invite a Chapter member to present cheque and get a photo op.

- 1.4 CRC Update DS
Action July 25: GW handed out the revised schedule FD
Action August 14: GW updated schedule of duties for the conference, and reviewed specifics. GW

Action August 14: Agreed to switch presentation sequence for Victor Goldschmidt's technical sessions. DS to look after printing handouts (25 for leadership workshop; 40 for Saturday's technical sessions. GW to obtain handouts from Derek Johnson. Chapter will pay for the copying and submit receipts to the Region.

Action August 14: FD to provide DS with soft copy of reports for the CRC.

- 1.5 Action July 25: DS to contact 2 past presidents to sign off audit. KM. FD
Action August 14: KM and FD have agreed to do this. KM has the Treasurer's report at present.

- 1.6 Action July 25: CB to follow up on commissioning course attendees

- 1.7 Chapter program topics and speakers have been chosen for the new year. GW

Action July 25:

- GW to contact our liaison for our chosen program topic speakers
- DS to follow up with Distinguished Lecturers with Halifax
- DS to write to Solar & Palau to inform them we will not be using them at this time.

Action August 14: on-going discussion at executive meetings

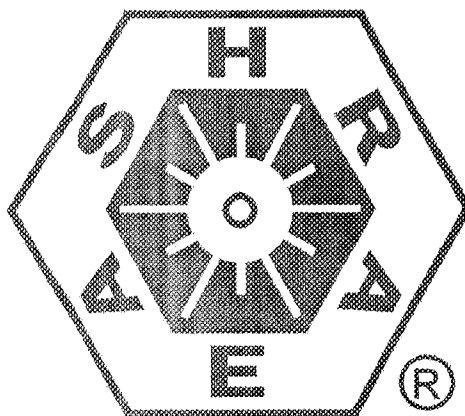
New Business August Meeting

Action By:

- 2.1 **Action August 14:** An offer has been received from a potential meeting sponsor to buy drink tickets for attendees. Discussion centered on liability issues. Decision to have DS write the sponsor and invite a larger donation to help defray the meal cost instead. DS

Meeting adjourned 1340 hr.

Next executive meeting at 3:00 p.m., September 11, 2007



REPORTS TO CHAPTERS REGIONAL CONFERENCE

NB/PEI CHAPTER, #117, REGION II

Moncton, NB, August 23-25, 2007

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2. Herring Choker Newsletter for Oct. 2006
3. Chapter Information Questionnaire
4. CTTC MBO Update
5. Student Committee Chair MBO Update
6. Historian MBO Update
7. 2007-2009 Chapter Budget
8. Results of 2006-2007 Research Promotion Society

AUTHOR

F. Desjardins
C. Brown
D. Scott
D. Scott
J. Willden
J. Willden
D. Boudreau
Society

May 14, 2007

Attention: Mr. Wilfed Laman, P.Eng.
DRC Region II

Reference: ASHRAE NB/PEI Chapter #117
Chapter Operations Update

Greetings on behalf of the NB/PEI Chapter! The 2006-2007 year is coming to an end for this executive. This year has been an exiting one and we still have social and technical activities remaining. The purpose of this correspondence is to give the region an update on the Chapter's activities, past and remaining, for the 2006-2007 year.

On May 8th, we were proud to host the ASHRAE sponsored full day commissioning course. This course has stirred up a lot of interest among the membership and the attendance has surpassed expectation. We are the first and only Canadian Chapter to date to have had hosted this course. Attendees ranged from consultants, owners, contractors, instructors to students. We decided to host the course at the local post secondary college to attract and expose students to ASHRAE and the HVAC & R industry and were successful in doing so with a student attendance of ten individuals. The course registration and material was free for students and instructors. The total number of registered attendees was 64. Out of these, 23 were existing ASHRAE members. We see in these numbers a great potential for membership promotion with many attendees not yet ASHRAE members but now exposed to the benefits of ASHRAE.

Plans are underway to host two more technical sessions before the arrival of summer and the end of the 2006-2007 year. One of these sessions will be our Distinguished Lecturer on May 15th and we will host a technical tour of a local food processing facility for the last meeting of the year on June 12th. Our April meeting consisted of the ASHRAE webcast on Indoor Air Quality (IAQ). With the combination of the full day commissioning course and the ASHRAE IAQ webcast, we have provided the membership with the opportunity to log 9 hours Professional Development Hours (PDH's) in addition to the regular program line-up.

We will be hosting our annual Golf Tournament on August 9th. This social activity is very popular among the membership and attendance is always high and good times are had by all. The golf event is followed by a Surf & Turf supper. All the preparation planning has been completed and registration forms have been issued to the membership in the last edition of the Chapter newsletter. Also, as you are well aware, we will be hosting the Region II Fall CRC in Moncton from August 23–25 inclusively. All of the planning in preparation of this event has been completed and registration packages and CRC agendas have been issued to the Region II officers. For continuation purposes, in the planning process we have been training a new CRC chair in preparation for the next CRC to be hosted by the chapter.

One of the major operational changes this executive has implemented this year is the end of the collection of local Chapter dues by the Chapter. The Chapter executive has analyzed our financial situation closely and has determined that the Chapter can continue to operate and provide the membership with the high return on investment that they have been accustomed to; this without the capital gains of the local dues remitted by the Chapter Members. The Chapter has hired the services of a chartered accountant in the analysis of its finance records in order to arrive to this decision. It is the executive's opinion that we can offset the losses incurred by the stopping of collecting Chapter dues with other gains generated by other Chapter activities. We believe that this measure is a great value for the Chapter's membership, of which a large contingent is not local. Due to the relatively large geographical area covered by the Chapter, two provinces, ASHRAE Society Members may not have seen the advantage of joining the local Chapter due to the fact that these individuals may not be able to attend meetings. By way of this measure, all ASHRAE Society area members will automatically be included in the local Chapter roster and be receiving the Chapter's newsletter and other notices, thus increasing the "local" Chapter's visibility among its region. We have advised ASHRAE Society of this operational change. We do not believe that this practice contravenes to any of the Society by-laws regulating membership.

On the Membership Promotion front, we have succeeded in continuing the growth of our membership. At this time, I cannot determine the exact number. I have contacted Kim Brown at society for assistance with this number. We are always continuing our membership drive and are expecting an additional few new members before the end of the year on June 30th, 2007. We have been in contact with these individuals and are assisting them in their membership application process.

Regarding research promotion, I am happy to report that we have raised a total of \$4,130 to date. The Chapter executive has contributed to the cause and we will once again be eligible for the high five award. We are continually receiving donations and are very confident that the Chapter will reach and exceed our challenge goal for this year of \$6,700.

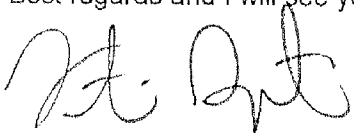
One area in which we are continually in rebuilding mode is the student activities. This is due to the high turnover rate of this body of individuals. One of our priorities this year was to include as much as possible the students in the technical programs offering. We have had two Student Nights and two technical sessions given at the local post secondary college with great success. This year, we have a total number of 34 student Chapter Members to date, compared to the 17 reported at last year's CRC. We have awarded two \$1,000 scholarships to date; for a total of \$2,000. The award of a third scholarship is in the plans before the end of the year, should we receive any successful applicants. The Chapter has already set-up a student library at the local university a few years ago. Plans are in progress for the implementation of another student library, this time at the local post secondary college. This library will house various ASHRAE handbooks and publications for their use.

Our Chapter historian has continued documenting our meetings by way of pictures and archiving newsletters. In the past years, we have been digitizing our Chapter's history archives by way of scanning documents and pictures. We have also acquired very old ASHRAE Handbooks, dating from the late 1960's, from one of our senior members. We plan to archive this literature in one of our libraries for membership and student access. We have also received a picture of, what we believe, the first NB/PEI Chapter meeting at which the Chapter received its banner.

Finally, as a young professional engineer in the HVAC & R industry, I have joined the Young Engineers in ASHRAE group. Plans are in the works for setting-up a YEA committee at the Chapter level in the spirit of boosting interest in ASHRAE among the under 30 years of age engineering community.

I sincerely hope that this update will give you a good idea of what we have been accomplishing this year. We look forward to your comments regarding our Chapter's operations as described above. Should you have any questions or require further information, do not hesitate to contact me or any member of the NB/PEI executive.

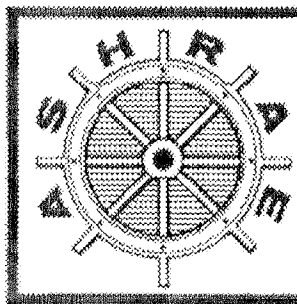
Best regards and I will see you at the 2007 Fall CRC in Moncton later this year;



Frédéric Desjardins; P.Eng.
2006-2007 NB/PEI #117 – Chapter President

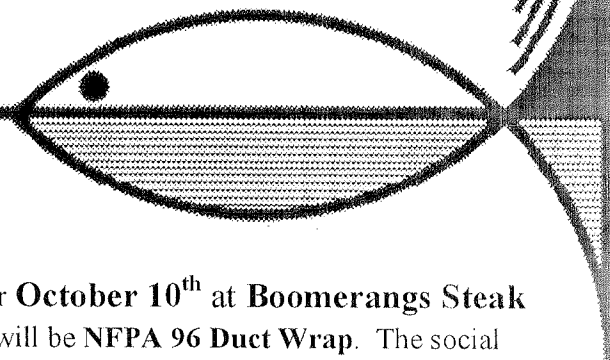
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The Herring Choker

ASHRAE
NB PEI CHAPTER



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Kenneth Martin
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Treasurer:

Dan Boudreau
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Secretary:

Patti Crouse
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Kenneth Martin
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Historian:

John Willden
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Website:

Kevin Clannon
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Newsletter:

Craig Brown
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CRC 2007 Chair:

Gerry Waselynychuk
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Board of Governors:

Michael Gillis
Andy Cowan
Grant Bourque
Charles Edwards

The October meeting is scheduled for **October 10th** at **Boomerangs Steak House**. The topic for this meeting will be **NFPA 96 Duct Wrap**. The social hour will begin at 5:00 PM with a cash bar. The presentation will follow at 6:00 PM. Dinner will be served at 7:00 PM.

October's meeting is **Past Presidents Night** so we hope to see many of our past presidents in attendance. **Royal Quickstop Fireprotection Systems Co.** is sponsoring the meal, make sure to check out their display table.

Executive Meeting Notice

A reminder to the Executive, Board of Governors, and the Committee Chairpersons that the executive meeting will start at 3:30 PM at Boomerangs.

Revised Fee Structure for Dinners

In an attempt to attract a greater number of younger ASHRAE members to monthly meetings, dinners for the rest of the year will be subsidized as follows:

Students: \$10.00 each
Life Members: \$10.00 each
Members: \$20.00 each (provided there is a sponsor, otherwise \$25.00)
Non-Members: \$25.00 each

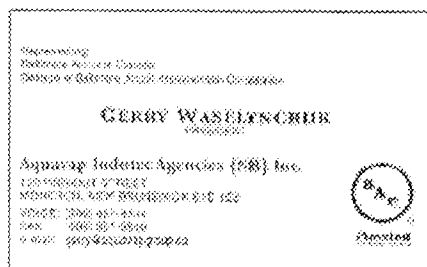
2006/2007 Meeting Schedule

To find out what is planned for the upcoming year, see page 4 for the NB/PEI ASHRAE Chapter Meeting Schedule for 2006/2007 or visit our Chapter website at www.ashraenbpei.com for the schedule and much more.

Subscription Management Reminder

The Herring Choker is sent by e-mail and Canada Post shortly before each meeting. Every year we try to update the mailing and phone lists from the ASHRAE headquarters database, but no doubt there are some errors and omissions.

If you are not receiving both versions of *The Herring Choker*, please let Dwight Scott know at 506-882-9093, or dscott@nb.sympatico.ca



October 10th, 2006 Meeting - Speaker's Biography:

Illya Kornobis is currently the Sales Manager for Royal Quickstop Fireprotection Systems Company. Royal Quickstop currently holds membership with IFC, NFPA, CASA, AFSA, CFSA to name a few, and continues to work in the betterment of firestopping overall. Nationally, Illya has been working with the engineering community at large, municipal/provincial officials and installers, providing product and installation knowledge. He feels a unique satisfaction in sharing knowledge in a diverse and growing field, with life safety as the ultimate goal.

Illya is a husband, and proud father of two and is actively involved in coaching soccer, hockey and as a Troop Leader at the 291st Agincourt Scout Troop.

Abstract:

Illya Kornobis will discuss the advantages of a "ULC listed Fire Insulation Wrap System" designed to rate Ventilation Air Duct 1 & 2 hr. fire protection and Grease Duct systems tested to "0" clearance to combustibles, meeting the NFPA 96 requirements.

Summary of September 12, 2006 Meeting

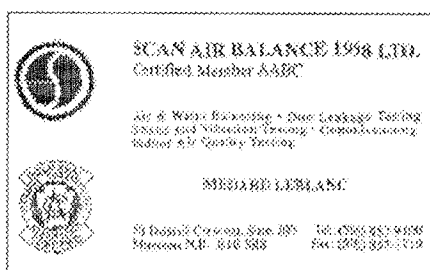
Following the success of the Pumphouse Brewery Tour in December 2003, we made a return visit to begin our 2006-2007 program year.

Shaun Fraser, president of the micro-brewery, gave a technical tour of the facility which lasted almost an hour, following which we had dinner in the attached BBQ Barn Restaurant.


The Pumphouse Brewery is modern in all respect, and uses the same process as the large international breweries, but on a scale which is much easier to follow on a tour. The process includes:

1. Malted, soaked grains are mixed with hot water in a "mash tun" where the starches are converted to sugars. This sugar water, called "wort" is drawn off into a boiling kettle.
2. Hops are added in the boiling kettle, and after the appropriate specific gravity is reached, the hopped wort is pumped through heat exchangers and then into one of three fermenting tanks, where yeast is added.
3. During the several days of fermentation, the yeast converts the sugars to alcohol and CO₂.

We also saw the high speed bottle washer, filler, pasteurizer, labeler and packaging lines in the plant. For those interested in more information and photos, visit <http://www.pumphousebrewery.ca/index.htm>




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Don A. Roedean, PEng
Regional Manager



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NB/PEI ASHRAE Chapter Meeting Schedule 2006/2007

October 10, 2006

Past Presidents Night

Topic: NFPA 96 Duct Wrap

November 14, 2006

Research Promotion Night

Topic: Alternate Energy

December 12, 2006

Refrigeration Night

Topic: Variable Speed Drives in Chillers

January 9, 2007

Student & Refrigeration Night

Technical Tour of the Bonté Foods Plant

February 13, 2007

Refrigeration & Research Promotion Night

Topic: Geothermal Heat Pumps

March 13, 2007

Membership Night

Topic: Commercial HVAC Systems

April 11, 2007

Student Night

Topic: ASHRAE Webcast on Indoor Air Quality

May 15, 2007

History Night

Distinguished Lecturer

June 12, 2007


Technical Tour of the Molson Brewery



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Dariusz Misk, CI
Technical Sales Representative

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David Briggs
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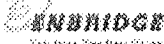
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MANUAL FOR CHAPTER OPERATIONS

PLEASE COMPLETE FORM AND EMAIL TO: jkirksey@ashrae.org AND YOUR DRC

2007-2008

ASHRAE CHAPTER INFORMATION QUESTIONNAIRE

(99-10-02-03-55/00-10-28-08/BOD 03-06-27-1C/05-10-30-08)

Complete and mail to ASHRAE (Attn: Member Services Dept.), 1791 Tullie Circle, N.E., Atlanta, Georgia 30329, or fax to (404) 321-5478, with a copy to your Director and Regional Chair, no later than June 1. Addresses should be the same as used for other Society mailings, including the Journal, Handbook and miscellaneous mailings. Please notify Headquarters and Regional Chair promptly of questionnaire changes.

IMPORTANT: USE PROPER NAMES (NOT NICKNAMES) AND INCLUDE MEMBER NUMBER BESIDE ALL NAMES. AREA CODES MUST BE INCLUDED WHEN LISTING TELEPHONE AND FAX NUMBERS. CHAPTER OFFICERS AND COMMITTEE CHAIRS MUST BE MEMBERS OF ASHRAE IN GOOD STANDING WITH THE GRADE OF ASSOCIATE MEMBER OR HIGHER.

CHAPTER NB/PEI (revised 2007-08-16) # 117 REGION II SOCIETY YEAR* 2007-2008

(*For Spring CRCs *Society Year* indicates Society year beginning July 1. For Fall CRCs *Society Year* indicates the current year.)

MEETING DATES FOR THE UPCOMING SOCIETY FISCAL YEAR

July	N/A	October	16	January	8	April	15
August	9 (golf)	November	13	February	12	May	7-8
September	11	December	11	March	11	June	10

Regular Meeting

Location Boomerang's Steak House; Moncton; NB

Chapter's Mailing

Address P.O. Box 1629, Moncton, NB, E1C 9X4

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CTTC MBO - 2006-2007

Region II -- NB / PEI Chapter

Dwight Scott

Updated: 2007-08-16

Priority	Objective	Measurement Device	Due Date	Status	Status
				06/09/2011	07/05/2007
1	Attend CTTC Workshop at CRC in Niagara Falls	Attendance	2006-08-26	complete	complete
1	Approach DL for Halifax and Moncton	initial telephone contact	2006-08-31	complete	complete
1	Publish list of programs in Sept. Herring Choker	newsletter distributed	2006-09-05	late?	some changes
1	Add Quebec City DVD to U de M Library	DVD in circulation	2006-09-30	incomplete	complete
1	Develop MBO Chart	Done?	2006-09-30	complete	complete
1	Planning session with Guy	Done?	2006-10-01	complete	complete
1	Request a DL for 2007 CRC	request	2006-11-30	incomplete	complete
1	Assist Gerry W with CRC 2007	Participation	2007-08-22	on-going	on-going
1	Attend 2007 CTTC Workshop	Attendance	2007-08-25	incomplete	incomplete
1	Complete details re DL visit	itinerary, publicity, etc.	2007/04/31	incomplete	complete
1	Collect feedback from meetings; send to Guy	email summaries	monthly	on-going	complete
1	Publish write-up and bio for upcoming meetings	Herring Choker	monthly	on-going	80%
1	Publish write-up from previous months' meetings	Herring Choker	monthly	on-going	80%
1	Send letters to speakers 1-2 months in advance	letters	monthly	on-going	complete
1	Update mailing lists for phone committee & Choker	Done?	Sept & Feb	incomplete	complete
2	Send Speakers' Data Base for last year to Guy	sent?	2006-09-30	incomplete	incomplete
2	Invite APEGNB to co-sponsor a meeting	co-sponsorship	2007-03-31	incomplete	unsuccessful
2	Promote webcast in April	publicity	2007-03-31	incomplete	complete
2	Review possible Award Nominees	Nominations	2007-05-30	incomplete	unsuccessful
2	Send Speakers' Data Base for this year to Guy	sent?	2007-05-30	incomplete	complete
2	Send Cam PAOE points for posting at least bi-monthly	emails	bi-monthly	on-going	complete
2	Attend all Board and Chapter meetings	Attendance	monthly	incomplete	80%
2	Invite speakers to provide Power Points for web site	Agreement	monthly	on-going	complete
3	Recruit Chapter Technology Award Applications	receipt	2007-03-31	incomplete	unsuccessful
3	Recruit 3 people to review ASHRAE document	done?	2007-05-30	incomplete	unsuccessful
3	Judge Regional Technology Award Submissions	done?	2007/07/31	incomplete	complete

17-Aug-07

Nicolas Lemire, ing. M.Sc.A., LEED AP

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Montréal (Québec) H2P 1C6

Associé Téléphone : (514) 382-5150

Télécopieur : (514) 384-9872

cc Frederic Desjardins, P.Eng, LEED President of NBPEI Chapter

Subject: Report on Objectives for Student Chair 2006,7

1. Act as liaison between the chapter and area educational institutions.

Liaised with NBCC Moncton and NBCC Saint John

2. Develop and coordinate scholarships.

Adopted NBCC Saint John's scholarship form that includes section on financial need.

3. Encourage the forming and/or continuing operation of ASHRAE Student Branches and recruit new students.

No student chapter formed since quantity of students available is very small. Currently 10.

4. Provide information on present and future industry manpower needs at both faculty and student levels, by means of counselling, programs, group discussion, etc.

Liaised with industry on energy specialization of BSET program.

5. Provide speakers to college and high school groups through assemblies or classroom visits to promote engineering and HVAC&R to students.

Not done.

6. Promote strong math and science education at all grade levels in local area schools.

Not done.

7. Plan use of visual aid presentations for junior and senior high schools and trade school groups. Materials are available through your Regional Vice-Chair for student activities.

Not done.

8. Cooperate with and seek advice from the Regional Vice Chair for Student Activities.

Not done.

Sincerely,

John G. Willden, P.Eng., MBA

Student Activities Chair & Historian NBPEI Chapter

Sincerely,

John G. Willden, P.Eng., MBA

Student Activities Chair & Historian NBPEI Chapter

NB / PEI CHAPTER ASHRAE
PROPOSED BUDGET April 7, 2007 to April 6, 2009

CURRENT FUNDS AS OF April 7, 2007

Chequing	\$ 7,605.53
Shares - 01	\$ 3.58
Shares - 08	\$ 248.08
Shares - 09	\$ 50.00
Term 40 - N/A	\$ -
Term 41 - Scholarship	\$ 18,046.25
Term 42 - Student Promotion	\$ 2,490.86
Term 43 - N/A	\$ -
Term 44 - N/A	\$ -
Term 45 - CRC 2008 Travel	\$ 6,000.00
Term 46 - Research Promotion	\$ 10,000.00

TOTAL CURRENT FUNDS	\$ 44,444.30
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PROJECTED INCOME

2007 CRC expenses covered by ASHRAE	\$ 1,500.00
2008 CRC expenses covered by ASHRAE	\$ -
2007 Golf Tournament	\$10,530.00
2008 Golf Tournament	\$10,530.00
2007/2008 Choker Add	\$2,200.00
2008/2009 Choker Add	\$2,200.00
2008 Meet Show	\$40,656.49
2007/2008 Table Top Presentations	\$1,250.00
2008/2009 Table Top Presentations	\$1,250.00
2007 Share dividends	\$100.00
2008 Share dividends	\$100.00
2007/2008 Meeting fees collected	\$2,405.00
2008/2009 Meeting fees collected	\$2,405.00
2007 Commissioning Course Income	\$4,400.00

TOTAL PROJECTED INCOME	\$79,526.49
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TOTAL ASSETS	\$123,970.79
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PROJECTED EXPENSES

2008 CRC Hotel (7 people)	\$1,140.00
2008 CRC Registration	\$1,200.00
2008 CRC Personal Expenses (7 X \$100.00)	\$700.00
2008 CRC Travel to Montreal	\$4,000.00
2008 CRC Assessment	\$500.00
2007 CRC Personal Expenses (7 X \$100.00)	\$700.00
Bank Charges (2 yrs)	\$100.00
Newsletter Expenses (2 yrs)	\$5,200.00
P.O. Box Charges (2 yrs)	\$250.00
General Administration (2yrs)	\$2,000.00
2007 Golf Tournament	\$10,530.00
2008 Golf Tournament	\$10,530.00
Research Promotion (2 yrs)	\$26,000.00
Guest Speakers / Visitors (2 yrs)	\$2,000.00
Technical School Donations (2 yrs)	\$5,000.00
Student Scholarship Donation (2 yrs)	\$31,610.79
2008 Meet Show Speaker	\$2,000.00
2008 Meet Show Advertising	\$750.00
2008 Meet Show Insurance	\$200.00
2008 Website Hosting	\$1,000.00
2009 Website Hosting	\$1,000.00
Chapter Honorariums (2 yrs)	\$1,160.00
2007/2008 Meeting Costs	\$6,000.00
2008/2009 Meeting Costs	\$6,000.00
Donation to NBCC Moncton (2007 Commissioning Course)	\$4,400.00

TOTAL PROJECTED EXPENSES**\$123,970.79**



DATE: July 3rd, 2007
TO: Kenneth Martin, Chapter RP Chair
RE: Resource Promotion's Final Report

NB/PEI Chapter

FINAL NUMBERS OF YOUR CHAPTER'S 2006-07 RESEARCH PROMOTION CAMPAIGN

Chapter's YTD Results: \$6,834.08

Chapter's Goal: \$6,000.00

Two last things before you wrap up your campaign!

- Review your PAOE Points and make sure you are getting credit for everything!
- Review your donor listing and make sure all your donors are listed! This is the list we use for Honor Roll and Donor Recognition.

Please send all corrections and additions to Headquarters by July 16th

**HEADQUARTERS SUPPORT STAFF
404/636-8400 FAX/321-5478**

Patricia Adelman, ext 1114 / padelmann@ashrae.org
 Nicole Berry ext. 1112 / nberry@ashrae.org
 Candace DeV Vaughn, ext 1147 / cdevaughn@ashrae.org

2006-07 Research Contributions Summary														
TOP FIVES BY CHAPTER SIZE														
PERCENTAGE OF GOAL														
FC: Identifies chapters that qualified for Full Circle Leadership Award by 12/15 deadline														
PAID														
CHAPTER GOALS														
HIGH FIVE														
CHALLENGE														
TOTAL														
POINTS														
FC REG														
CHAPTER														
CHAIR														
#														
YTD														
GOAL														
%														
\$														
\$														
OVERALL														
Y	5	120	FL Wayne	79	O. Fernandez	25	5,902	375	1573.9%	350	1686.3%	368	1606.0%	16,150
500+ MEMBERS														
Y	8	64	Houston	626	A. Holdaway	71	45,270	37,444	120.9%	42,931	63.5%	45,078	60.5%	1,640
Y	3	26	Natl Capital	959	L. Guill	68	43,796	37,016	118.3%	69,458	63.1%	72,931	60.1%	1,330
Y	1	1	Boston	914	E. De los Reyes	59	16,792	14,235	118.0%	14,231	118.0%	14,943	112.4%	2,030
Y	9	53	Kansas City	554	J. Burger	99	28,588	24,684	115.8%	27,541	103.8%	28,918	98.9%	1,760
Y	9	73	Rocky Mtn	658	B. Lynch	80	38,661	34,263	112.8%	34,686	111.5%	36,420	106.2%	1,760
250-499 MEMBERS														
Y	8	68	Oklahoma	298	B. Vermillion	156	64,185	35,392	181.4%	40,280	159.3%	42,294	151.8%	3,750
Y	10	86	Arizona	347	B. Sailer	21	14,400	9,200	156.5%	8,781	164.0%	9,220	156.2%	2,030
Y	12	94	Florida	320	F. Kikavousi	150	33,427	21,500	155.5%	23,970	138.4%	25,169	131.8%	2,360
Y	8	62	Arkansas	267	C. Hollingsworth	121	50,193	35,978	139.5%	49,780	100.8%	52,269	96.0%	2,000
Y	3	22	Central Penn	414	G. Debes	60	13,145	9,553	137.6%	11,436	114.9%	12,008	109.5%	2,110
100-249 MEMBERS														
Y	10	108	Hawaii	226	J. Ting	2	63,062	7,000	900.9%	9,085	638.8%	9,539	608.4%	10,310
Y	1	118	Maine	171	H. Powers	36	5,395	1,463	368.8%	1,463	368.8%	1,536	351.2%	4,030
Y	10	87	Tucson	106	J. DePagter	8	3,290	1,600	205.6%	2,675	123.0%	2,809	117.1%	2,500
Y	11	17	Manitoba	157	P. Grye	34	13,456	7,900	170.3%	10,793	103.0%	11,333	98.1%	2,310
Y	6	107	NE Wisconsin	154	D. Schurk	8	7,475	4,800	155.7%	3,979	112.5%	4,178	107.1%	2,090
1-99 MEMBERS														
Y	5	120	FL Wayne	79	O. Fernandez	25	5,902	375	1573.9%	350	1686.3%	368	1606.0%	16,150
Y	11	102	Saskatoon	89	R. Hofmann	25	15,319	6,900	222.0%	7,323	172.9%	7,689	164.6%	2,910
Y	9	72	El Paso	72	J. Feind	39	7,775	4,003	194.2%	5,350	145.3%	5,618	138.4%	2,500
Y	5	103	N Indiana	87	P. MacDonald	20	5,430	2,949	184.1%	3,110	174.6%	3,266	166.3%	2,330
Y	8	91	E Texas	79	R. Morrison	17	9,273	5,733	161.7%	7,905	117.3%	8,300	111.7%	2,370



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RESOURCE PROMOTION FINAL CAMPAIGN REPORT FOR 2006-07 JULY 3, 2007

RESOURCE PROMOTION CAMPAIGN SETS NEW HIGH and 99% of GOAL!

\$1,854,582 versus \$1,637,379 (2005-06)
[Highest Campaign Results Ever Achieved: \$1,720,654 in 2001-02]

RECOGNIZING THE TOP CHAPTER RP CHAIRS

Because there were dozens and dozens of RP Chairs who excelled in their efforts and campaign results this past year, the following highlighted volunteers represent only a small fraction of those who deserve recognition.

PINNACLE AWARD WINNER

This year's Pinnacle Award goes to a medium size chapter (298 members) with a strong tradition of supporting Research. This year, they were able to convince a previous \$2,500 to double their commitment to \$5,000 and then, after an inspiring presentation, to double it again and become a new Golden Circle Donor. On top of a new Golden Circle, they also have a dedicated RP Volunteer Committee which recognizes donors, solicits both Members and Companies, gains the BOG support, has strong Regional Pride and a slow but steady Action Plan at the start of the campaign mapping out their success.

***Congratulations to the Central Oklahoma Chapter and
Bobbie Vermillion, RP Chair for raising \$64,185 for ASHRAE!***

We also want to add our hardy applause to the runner up for the Pinnacle Award. This chapter lost a dedicated chapter and regional member in January and decided that the best way to honor his memory was through an endowed contribution with a focus on Refrigeration – his area of interest. Through a successful trade show, their normal special events and fund raising efforts, the HAWAII Chapter, led by Joseph Ting, raised \$63,062! These funds represent ready cash to Research and, just as importantly, over \$30,000 in endowed funds that will generate money toward Refrigeration Education into perpetuity! This is a fitting and perpetual memorial in honor of the late Lester Nakata.

ASHRAE RESEARCH CANADA YEAR-TO-DATE CONTRIBUTIONS SUMMARY

7/3/2007

REG	CHAPTER	YEAR-TO-DATE		LAST YR THIS MO	CHAPTER'S GOAL		HIGH FIVE		CHALLENGE GOAL		TOTAL PAOE POINTS
		#	\$		\$	%	\$	%	\$	%	
2	13 Quebec	40	13,852	10,975	10,500	131.9%	11,836	117.0%	12,428	111.5%	1,820
2	14 Montreal	62	20,900	20,941	20,000	104.5%	21,576	96.9%	22,655	92.3%	1,700
2	15 Ottawa	41	17,919	15,460	16,000	112.0%	20,349	88.1%	21,366	83.9%	1,620
2	16 Toronto	60	32,897	34,072	30,000	109.7%	34,072	96.6%	35,776	92.0%	1,700
2	37 Hamilton	34	8,460	8,740	8,500	99.5%	8,740	96.8%	9,177	92.2%	1,160
2	100 Halifax	22	5,476	2,575	6,000	91.3%	8,515	64.3%	8,941	61.3%	1,060
2	116 London	55	12,308	11,900	10,000	123.1%	11,900	103.4%	12,495	98.5%	1,540
2	117 NB/PEI	27	6,834	6,380	6,000	113.9%	6,380	107.1%	6,699	102.0%	1,570
2	141 Windsor	9	6,081	4,827	5,000	121.6%	8,046	75.6%	8,448	72.0%	1,630
2	890 Other 2	1	61	0							
2	902 Tot Region 2	351	124,790	\$115,870	\$112,000	111.4%	\$131,414	95.0%	\$137,985	90.4%	13,800
11	17 Manitoba	34	13,456	4,875	7,900	170.3%	10,793	124.7%	11,333	118.7%	2,310
11	18 S Alberta	54	7,538	7,183	12,000	62.8%	8,944	84.3%	9,391	80.3%	830
11	19 N Alberta	33	6,835	7,500	10,500	65.1%	11,420	59.9%	11,991	57.0%	840
11	20 Brit Columbia	45	22,764	10,323	16,800	135.5%	21,696	104.9%	22,781	99.9%	1,590
11	96 Regina	41	10,696	10,400	9,000	118.8%	10,400	102.9%	10,920	98.0%	1,690
11	102 Saskatoon	25	15,319	4,650	6,900	222.0%	7,323	209.2%	7,689	199.2%	2,910
11	145 Vancouver Isl	9	2,115	1,900	3,000	70.5%	8,555	24.7%	8,983	23.5%	750
11	911 Tot Region 11	241	\$78,724	\$46,831	\$66,100	119.1%	\$79,131	99.5%	\$83,088	94.7%	10,920
TOTAL CANADA		592	\$203,514	\$162,701	\$178,100	114.3%	\$210,545	96.7%	\$221,072	92.1%	24,720

The New Brunswick and Prince Edward Island chapter (NB/PEI) of the American Society of Heating, Refrigerating and Air-conditioning Engineers (ASHRAE) has supported the New Brunswick Lung Association with a financial contribution of 4,000\$. The NB/PEI ASHRAE Chapter has chosen the NB Lung Association as their charity of choice due to the similarities between the two organizations. ASHRAE, founded in 1894, is an international organization of 50,000 persons. ASHRAE fulfills its mission of advancing heating, ventilation, air conditioning and refrigeration to serve humanity and promote a sustainable world through research, standards writing, publishing and continuing education. The New Brunswick Lung Association is a charitable organization dedicated to good health through the prevention of lung disease and the promotion of wellness by advocacy, with education, and through research. In their efforts to promote and define a healthy indoor environment, the NB Lung Association reference ASHRAE written standards and guidelines. These ASHRAE standards and guidelines are recognized internationally and are referenced in the National Building Codes of Canada, United States and other countries throughout the world. Frédéric Desjardins, President of the NB/PEI ASHRAE chapter for 2006-2007: "Our chapter has chosen the NB Lung Association due the overlapping mandates of both organizations. Our chapter geographical area is large and we needed to find an aid organization that would benefits the totality of the geographical area while being related to the ideals of ASHRAE. The NB and the PEI Lung Associations were a perfect fit."

The ASHRAE standards and guidelines are developed via research performed by Universities and Research Laboratories throughout Canada, the United States and internationally. All of the research for ASHRAE standards and guidelines are funded by donations from members, companies and the general public at large in the form of research grants. The University of New Brunswick, Fredericton Campus, was one of the many Canadian institutions to benefit from these grants and helped advance the technologies of the industry and its directive principles. If you want to help in this regards, the NB/PEI ASHRAE chapter is always looking for donations for ASHRAE Research or if you want to become a member; please visit www.ashraenbpei.com or www.ashrae.org for additional information.

Frédéric R. Desjardins, P.Eng., LEED® AP
NB/PEI Chapter President (2006-2007)



ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 3
September 11, 2007

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patti Crouse (PC)	Treasurer	pcrouse@nb.aibn.com	389-3077
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Absent			
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708

Old Business Prior Meetings

Action By:

- 3.1 ASHRAE Commissioning course
Action June 12: Commission course letter of appreciation received from Steve Ramsey of Nova Scotia Chapter.
- 3.2 Radiant Cooling speaker in conjunction with Halifax Chapter for
Action June 12: item carried until Sept 2007
Action July 25: DS to confirm with Halifax.
Action August 14: DS has confirmed speaker with Gary LeBlanc of Halifax Chapter.
- 3.3 Update:
 CRC 2007 Moncton, GW advised hotel is booked and agenda complete. GW willing to train volunteers for future CRC participation. GW to work with DS on account setup for CRC.
Action June 12: GW reported on Region II Planning Meeting. Attendees to the CRC were established:
 D. Scott – Delegate
 D. Boudreau – Alternate
 T. Silliker – CTTC
 P. Crouse – Second
 C. Brown – Membership
 F. Desjardins – RP
 N. Bourgois – Historian
 J. Willden – Student Activities Chair
 CRC update: Considering extra meetings for mgnt skills seminars. Technical speakers start time moved from 9:00am to 9:45 am. RVC DRC Regional meeting 10:15 am, Caucus meeting 10:15 am and CRC Agenda has changed
 See new items 9.6 and 1.4.
Action September 11: Congratulation to GW, DB, and all Chapter members who volunteered. Job well done...
- 5.1 Wildcats Funday – FD & GW to research a fun day for winter 2008
Action June 12: Carried until Sept 2007
 Carried forward.
- 6.4 Chair reports: FD discussed (Member to Child) scholarships..
Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
- 6.5 PAOE points update: current total 1985 points. Chapter is currently tied with Quebec, but at bottom of list nationally.
Action June 12: Chairs to contact FD prior to month end for points updates if any.
Action July 25: DS to check with FD
Action August 14: Done

- 7.2 DS adv. there is 6 “in appreciation” clocks left. Should the Chapter order more at this time. JW suggested in future the committee may choose to offer memory sticks or memory boxes as gifts with out logo on it. DS to get some pricing for suggestions and adv. next meeting.
Action June 12: DS adv. 36 clocks have arrived, 42 in stock.
Action August 14: Some clocks have been distributed to DS, GW and DB
- 7.5 Research & Promotion
 KW adv. Research & Promotion goal is towards 34.9%. And he is still collecting. NB/PEI Chapter is actually leading the region in our goal and in 2nd place for Research & Promotion. FD adv. we can review it at next months meeting.
Action June 12: KM advised the goal is \$ 6000.00 the high five is \$ 6380.00 and the challenge goal is \$ 6699.00. We need \$ 2123.00 in order to make high five. GW motioned that the Chapter provide \$ 2123.00, AC seconded and motion passed unanimously.
Action August 14: KM distributed his report – Society has recognized our success!
- 8.1 Budget April 2007-2009
 Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
 Carried forward.
- 9.1 R&P Membership – Chapter has great potential to gain new CB membership. New incentives should be discussed to bring in new members. Free memberships or dinners could be possibilities. FD motions next years membership chair should use the Commissioning Course participants list to pursue membership growth and offer rebate for new members in following year (for period of one year). DS 2^{nds} motion – carried.
Action June 12: Follow up in 2007/2008.
Action July 25: CB has registration forms from Commissioning Course to follow up with potential new members.
Action August 14: CB is following up as possible.
- 9.4 Chapter questionnaire by FD discussed and 2007/2008 Executive Committee chosen. Executive list to be forwarded to Society.
Action June 12: Completed as required.
- 9.5 Donations from NB/PEI Chapter being considered: NB Lung PC Assoc., Friends of Moncton Hospital, George Dumont Foundation, UdeM, and UNB. * A certain amount of budget will be allocated for charities. The Sub-Committee will discuss when they meet June 12, 2007 and decide by motions. Follow up next meeting.

- Action June 12: See new business.
- Action July 25: DB reported that cheques have been written
- 10.0 Top up Universite de Moncton by \$ 5000.00 to bring \$ 8550.00 up to \$ 13550.00. At current rate of return the annual 4.5% scholarship will be selfsustaining and amount to \$ 500.00. FD motioned, KM seconded, passed unanimously.
Action July 25: Completed as required.
Action July 25: DB reported that cheque has been delivered.
- 10.1 KM motions \$ 4000.00 to NB Lung Association. DS seconded. 5 for and 2 abstain. Motion carried. FD to work out details with Associations.
Action July 25: Completed as required.
Action August 14: FD has delivered cheques to NB and PEI Lung Associations. Motion (KM/LD) to reimburse FD for travel at \$0.45/km. CARRIED (8-0-1)
- 10.2 KM motions \$ 2000.00 for coffee breaks at 2007 CRC. JW seconds. Carried unanimously.
Action July 25: GW they will hold off until they need it.
- 1.0 PAOE Points Update
Action July 25: DS to contact FD for update
Action August 14: Done
- 1.1 Golf Tournament August 9 Update DS
Action July 25: CB The tournament is completely booked. They have a waiting list on hand.
Action August 14: Smashing success!. Thanks to CE, and Gary & Jackie Fahie. DS to write letters of thanks. Tangible recognition to be considered at a later date.
- 1.3 Scholarships: DS
 - Request from NBCC-SJ
Action July 25: DB Cheque was sent
- Scholarship to son or daughter of member awarded to Bethany Marie Chaisson of Charlottetown
Action July 25: DS to contact UPEI to make arrangements for the presentation of the check. Also to contact NBSCETT to have it published in their newsletter ALLTECH.
Action August 14: UPEI Awards Ceremony tentatively scheduled for Oct. 2, 2007. Need to invite a Chapter member to present cheque and get a photo op.
Action September 11: Chris MacDougall has agreed to award the scholarship on October 2, 2007. Add should be placed in the news letter and the Herring Choker.

- 1.4 CRC Update DS
Action July 25: GW handed out the revised schedule FD
Action August 14: GW updated schedule of duties for the GW
 conference, and reviewed specifics.
- Action August 14: Agreed to switch presentation sequence for Victor Goldschmidt's technical sessions. DS to look after printing handouts (25 for leadership workshop; 40 for Saturday's technical sessions. GW to obtain handouts from Derek Johnson. Chapter will pay for the copying and submit receipts to the Region.
- Action August 14: FD to provide DS with soft copy of reports for the CRC.
- 1.5 Action July 25: DS to contact 2 past presidents to sign off audit. KM, FD, CE,
Action August 14: KM and FD have agreed to do this. KM has the GH
 Treasurer's report at present.
Action September 11: **CE dropped off the audit at meeting. The review was conducted by Gary Hoadley and Brian Hildreth and found to be satisfactory. Thanks to these two past presidents.**
- 1.6 Action July 25: CB to follow up on commissioning course attendees
- 1.7 Chapter program topics and speakers have been chosen for the new year. GW
Action July 25:
 - GW to contact our liaison for our chosen program topic speakers
 - DS to follow up with Distinguished Lecturers with Halifax
 - DS to write to Solar & Palau to inform them we will not be using them at this time.
- Action August 14: on-going discussion at executive meetings
- 2.1 Action August 14: An offer has been received from a potential meeting sponsor to buy drink tickets for attendees. Discussion centered on liability issues. Decision to have DS write the sponsor and invite a larger donation to help defray the meal cost instead. DS

New Business September Meeting:

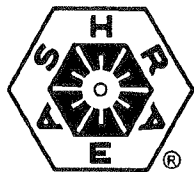
Action By:

- 3.1 **Chair reports: September 11**
 - DB to sit with FD to get the latest update for PAOE
 - Any publication notice for fillers are to be sent to RM for the Newsletter.
 - Student membership application to go to CB
 - CB to send an email offering a \$50.00 discount on new ASHRAE memberships.
 - JW is looking for information on the chapter from the year 1995 to 1999. If any one has old Chokers please send a copy to JW.

- JW has 7 new student membership
 - FD has 24 new student membership
- 3.2 **Action September 11:** PC to do CRC Expense Reimbursement Cheques. PC
- 3.3 **Action September 11:** A standard for reimbursement will be \$75.00 for volunteers/members. Motion by FD, Carried by all. GW gave PC a list of local members. PC to write cheques.
- 3.4 **Action September 11:** Student first meal is free and then subsidized to the tune of \$10.00 co pay per meal after that, New Members and guests, first meal is free. Members/Guest \$20.00
- 3.5 **Action September 11:** Phone committee update – live approached is preferred.
- 3.6 **Action September 11:** DS
- MEET show liaison: GH & GF
 - All info is to be sent to the mailbox.
 - Technical Seminar: DS is looking for a volunteer from the executive to be the point of contact. DS to approach CE
- 3.7 **Action September 11:** ASHRAE Contribution LD
- LD to send an email to get more information. To contact Family and to have a look at the house also to more information from the doctor if required.
- 3.8 **Action September 11:** Enercan would like to host a workshop seminar but is looking for help. More information is required.

Meeting adjourned 16:50 hr.

Next executive meeting at 3:30 p.m., October 9, 2007



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 4 October 9, 2007

Name (Initials)	Title	Email	Phone
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patti Crouse (PC)	Treasurer	pcrouse@nb.aibn.com	389-3077
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Absent			
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386

Old Business Prior Meetings

Action By:

- 3.2 Radiant Cooling speaker in conjunction with Halifax Chapter for
Action June 12: item carried until Sept 2007
Action July 25: DS to confirm with Halifax.
Action August 14: DS has confirmed speaker with Gary LeBlanc of Halifax Chapter.
- 5.1 Wildcats Funday – FD & GW to research a fun day for winter 2008
Action June 12: Carried until Sept 2007
Sept. 11: Carried forward.
Action October 9: Possible date for game is January 26, with a hospitality room.
- 6.4 Chair reports: FD discussed (Member to Child) scholarships..
Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
- 6.5 PAOE points update: current total 1985 points. Chapter is currently tied with Quebec, but at bottom of list nationally.
Action June 12: Chairs to contact FD prior to month end for points updates if any.
Action July 25: DS to check with FD
Action August 14: Done
- 8.1 Budget April 2007-2009
 Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
 Carried forward.
- 9.1 R&P Membership CB
Action August 14: CB is following up as possible.
Action September 11: CB on going

2007/2008 Meeting:

Action By:

- 1.0 PAOE Points Update
Action July 25: DS to contact FD for update
Action August 14: Done
- 1.3 Scholarships: DS
Action September 11: Presented to Bethany Chaisson
Action October 9: Frank Callagan presented Cheque to Bethany Chaisson. UPEI will send official photos for the Herring Choker.

- 1.7 Chapter program:
Action September 11: Topic Completed till June
- 2.1 Sponsor: DS
Action August 14: An offer has been received from a potential meeting sponsor to buy drink tickets for attendees. Discussion centered on liability issues. Decision to have DS write the sponsor and invite a larger donation to help defray the meal cost instead.
Action October 9: Done.
- 3.1 Chair reports: September 11
 - DB to sit with FD to get the latest update for PAOE
 - Any publication notice for fillers are to be sent to RM for the Newsletter.
 - Student membership application to go to CB
 - CB to send an email offering a \$50.00 discount on new ASHRAE memberships.
 - JW is looking for information on the chapter from the year 1995 to 1999. If any one has old Chokers please send a copy to JW.
 - JW has 7 new student membership
 - FD has 24 new student membership
- 3.7 Family Contribution: LD, FD
Action September 11: ASHRAE Contribution
 - LD to send an email to get more information. To contact Family and to have a look at the house also to more information from the doctor if required.Action October 9: LD and FD went to house and spoke to the family. Only awaiting confirmation from doctor. Landlord is willing to help concerning flooring.
- 3.8 Workshop Seminar:
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.

New Business September Meeting:**Action By:**

- 4.1 **Chair reports October 9:** All
 - CTTC (GW) Most of the programs are completed (DS) Awaiting for Tom Lawrence decision. He is probably going to come.
 - Membership Promotion (CB) 31 student membership
 - Research Promotion (FD)
 - Student Activities (JW) not present
 - Historian (JW) not present
 - Treasurer (PC) All Cheques has gone out.

- Newsletter (RM) Nothing new
 - PAOE (DB) To make arrangements with FD to meet.
- 4.2 Donor Recognition Certificates: DS, KM
Action October 9: Ken Martin will present certificates to donors
- 4.3 MEET Show:
Action October 9: KC to be Liaison between GH and GF and the Board
 Liaison with the DLs will be GW for April and DS for May (MEET Show)
- 4.4 Distinguished Lectures: DS,
Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
- 4.5 Polycello Tour:
Action October 9: To meet at Coliseum between 16:30 and 16:45 to carpool. Tour to begin at 17:30.

Meeting adjourned 16:01 hr.

Next executive meeting at 3:30 p.m., November 13, 2007
Meeting will be at Boomerangs.



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS

Minutes of Meeting # 4

~~October 9, 2007~~

Nov. 13, 2007

Name (Initials)	Title	Email	Phone
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Absent			
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Tyson Sillicker (TS)	Board of Governors	Tyson.Sillicker@nb.aibn.com	387-3083
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca	856-2215
Damien Monk (DM)	Board of Governors	willdenj@nb.sympatico.ca	857-8142
		dammon@ipexinc.com	856-0386

Old Business Prior Meetings**Action By:**

- 3.2 Radiant Cooling speaker in conjunction with Halifax Chapter for
Action June 12: item carried until Sept 2007
Action July 25: DS to confirm with Halifax.
Action August 14: DS has confirmed speaker with Gary LeBlanc of Halifax Chapter.
- 5.1 Wildcats Funday – FD & GW to research a fun day for winter DB
 2008
Action June 12: Carried until Sept 2007
Sept. 11: Carried forward.
Action October 9: Possible date for game is January 26, with a hospitality room.
Action November 13: DB gave a few options to choose from 1. to get a room with catering, 2. Straight ticket option, 3. Ticket with concession (hotdog/fries/coke). Consensus was to go with Option 3 this time and assess interest for future events. DB to follow up.
- 6.4 Chair reports: FD discussed (Member to Child) scholarships..
Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
- 6.5 PAOE points update: current total 1985 points. Chapter is currently tied with Quebec, but at bottom of list nationally.
Action June 12: Chairs to contact FD prior to month end for point's updates if any.
Action July 25: DS to check with FD
Action August 14: Done
- 8.1 Budget April 2007-2009
 Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
 Carried forward.
- 9.1 R&P Membership CB
Action August 14: CB is following up as possible.
Action September 11: CB on going

2007/2008 Meeting:**Action By:**

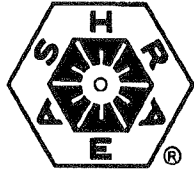
- 1.0 PAOE Points Update
Action July 25: DS to contact FD for update
Action August 14: Done

- 1.3 Scholarships: DS
Action September 11: Presented to Bethany Chaisson
Action October 9: Frank Callagan presented Cheque to Bethany Chaisson. UPEI will send official photos for the Herring Choker.
Action November 13: Bethany Chaisson sent us a thank you card.
- 1.7 Chapter program:
 Action September 11: Topic Completed till June
- 3.1 Chair reports: September 11
 - DB to sit with FD to get the latest update for PAOE
 - Any publication notice for fillers are to be sent to RM for the Newsletter.
 - Student membership application to go to CB
 - CB to send an email offering a \$50.00 discount on new ASHRAE memberships.
 - JW is looking for information on the chapter from the year 1995 to 1999. If any one has old Chokers please send a copy to JW.
 - JW has 7 new student membership
 - FD has 24 new student membership
- 3.7 Family Contribution: LD, FD, CE
Action September 11: ASHRAE Contribution
 - LD to send an email to get more information. To contact Family and to have a look at the house also to more information from the doctor if required.
Action October 9: LD and FD went to house and spoke to the family. Only awaiting confirmation from doctor. Landlord is willing to help concerning flooring.
Action November 13: LD, FD & CE to hatch out a budget, a scope of work and time frame. Doctor is looking to discharge them by Christmas. We can give the family the information but it will be up to them to follow through. A letter in the paper may help them get donations.
- 3.8 Workshop Seminar:
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
- 4.1 Chair reports October 9: All
 - CTTC (GW) Most of the programs are completed
 (DS) Awaiting for Tom Lawrence decision.
 He is probably going to come.
 - Membership Promotion (CB) 31 student membership

- Research Promotion (FD)
 - Student Activities (JW) not present
 - Historian (JW) not present
 - Treasurer (PC) All Cheques has gone out.
 - Newsletter (RM) Nothing new
 - PAOE (DB) to make arrangements with FD to meet.
- 4.2 Donor Recognition Certificates: DS, KM
Action October 9: Ken Martin will present certificates to donors
Action November 13: Done
- 4.3 MEET Show:
Action October 9: KC to be Liaison between GH and GF and the Board
 Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
- 4.4 Distinguished Lectures: DS,
Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
Action November 13: Lecturers are chosen for NB, Halifax is still finalizing. Karen Rollins is scheduled for both NB & NS.
- 4.5 Polycello Tour:
Action October 9: To meet at Coliseum between 16:30 and 16:45 to carpool. Tour to begin at 17:30.
- New Business November Meeting:** **Action By:**
- 5.1 **Chair reports November 13:** All
- CTTC (GW) Nothing new
 - Membership Promotion (CB) not present
 - Research Promotion (FD) **Patti to get a hold of CE for balance sheet for revenue for golf tournament.**
 - Student Activities (JW) not present
 - Historian (JW) not present
 - Treasurer (PC) Nothing new
 - Newsletter (RM) Nothing new
 - PAOE (DB) **885 PA points as of Nov. 2, 2007**
- 5.2 Travel Expenses for NBCC Students to Polycello:
Action November 13: \$20 dollars to be given to driver and \$10 dollars/Student for Diner.
- 5.3 Herring Choker Advertising:
Action November 13: All Blanks are printed for this year. These are presently full but when a member leaves a new one can take its place.
- 5.4 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect? ?
Action November 13: Make a note in the Herring choker for the link and DS will contact Bob

Meeting adjourned 16:20 hr.

Next executive meeting at 3:30 p.m., December 11, 2007
Meeting will be at Boomerangs.



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 5 December 11, 2007

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083
Absent			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca	856-2215
Damien Monk (DM)	Board of Governors	willdenj@nb.sympatico.ca dammon@ipexinc.com	857-8142 856-0386

Old Business Prior Meetings

Action By:

- 5.1 Wildcats Funday – FD & GW to research a fun day for winter 2008 DB

Action June 12: Carried until Sept 2007

Sept. 11: Carried forward.

Action October 9: Possible date for game is January 26, with a hospitality room.

Action November 13: DB gave a few options to choose from 1. To get a room with catering, 2. Straight ticket option, 3. Ticket with concession (hotdog/fries/coke). Consensus was to go with Option 3 this time and assess interest for future events. DB to follow up.

Action December 11: Ticket with concession (hotdog/fries/coke)

- 6.4 Chair reports: FD discussed (Member to Child) scholarships.

Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.

Action December 11: Carried Forward

- 8.1 Budget April 2007-2009

Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.

Action June 12: Carried to next meeting.

Carried forward to next year

- 9.1 R&P Membership

CB

Action August 14: CB is following up as possible.

Action September 11: CB on going

2007/2008 Meeting:

Action By:

- 3.1 Chair reports: September 11

- CB to send an email offering a \$50.00 discount on new ASHRAE memberships.

- 3.7 Family Contribution:

LD, FD, CE

Action September 11: ASHRAE Contribution

- LD to send an email to get more information. To contact Family and to have a look at the house also to more information from the doctor if required.

Action October 9: LD and FD went to house and spoke to the family. Only awaiting confirmation from doctor. Landlord is willing to help concerning flooring.

Action November 13: LD, FD & CE to hatch out a budget, a scope of work and time frame. Doctor is looking to discharge them by Christmas. We can give the family the information but it

will be up to them to follow through. A letter in the paper may help them get donations.

Action December 11: The units will be delivered to Centreville the week of Dec. 24/07. These are portable units. Luc provided receipt for units at meeting.

- 3.8 Workshop Seminar: LD
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
Action December 11: Speaker not available till late March
- 4.3 MEET Show: KC
Action October 9: KC to be Liaison between GH and GF and the Board
 Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
Action December 11: no activities at this time
- 4.4 Distinguished Lectures: DS,
Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
Action November 13: Lecturers are chosen for NB, Halifax is still finalizing. Karen Rollins is scheduled for both NB & NS.
- 5.1 **Chair reports November 13:** PC, CE
 - Research Promotion (FD) Patti to get a hold of CE for balance sheet for revenue for golf tournament.
December 11: CE requested more time to gather information.
- 5.3 Herring Choker Advertising:
Action November 13: All Blanks are printed for this year. These are presently full but when a member leaves a new one can take its place.
Action December 11: Carried Forward
- 5.4 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect? ?
Action November 13: Make a note in the Herring choker for the link and DS will contact Bob
Action December 11: RM to follow up
- New Business December Meeting:** **Action By:**
- 6.1 Publicity for Scholarship presentations: KC
Action December 11: KC to follow up with NBSCETT newsletter.
- 6.2 Choker Advertising:
Action December 11: A waiting list could be considered if by chance that an existing client should chose to cancel his ad. Honeywell is interested to place their card but there is no space at this time.

6.3

Chair reports December 11:

PC, CE

- CTTC (GW) PAOE point can be increased, approximately 1500 points are available. GW asked everyone to review his or her information for possible increase.
- Membership Promotion (CB) To look into reporting form as per DB
- Research Promotion (FD) nothing to report
- Student Activities (JW) not present
- Historian (JW) not present
- Treasurer (PC) Awaiting information from CE
- Newsletter (RM) nothing to report
- PAOE (DB) see CTTC
- MEET (KC) Tom Lawrence (DL for MEET) will also speak in Halifax on Tuesday, May 6, 2008

6.4

ASHRAE Winter Meeting:

Action December 11: Extra passes are available. Winter Meeting is in NY on January 22/24, 2008.

Meeting adjourned 16:24 hr.

Next executive meeting at 3:30 p.m., January 8, 2008**Meeting will be at Boomerangs.**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 7 January 8, 2008

Name (Initials)	Title	Email	Phone
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Jennifer Chapman		jennifer@aquavapgroup.ca	857-8788
Absent			
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083

Old Business Prior Meetings

Action By:

- 5.1 Wildcats Funday – FD & GW to research a fun day for winter 2008 DB
Action June 12: Carried until Sept 2007
Sept. 11: Carried forward.
Action October 9: Possible date for game is January 26, with a hospitality room.
Action November 13: DB gave a few options to choose from 1. To get a room with catering, 2. Straight ticket option, 3. Ticket with concession (hotdog/fries/coke). Consensus was to go with Option 3 this time and assess interest for future events. DB to follow up.
Action December 11: Ticket with concession (hotdog/fries/coke)
Action Jan. 8: Hockey night January 26 – DB has tickets in hand, will distribute.
- 6.4 Chair reports: FD discussed (Member to Child) scholarships.
Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
Action December 11: Carried Forward
- 8.1 Budget April 2007-2009
 Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
 Carried forward to next year
- 9.1 R&P Membership CB
Action August 14: CB is following up as possible.
Action September 11: CB on going

2007/2008 Meeting:

Action By:

- 3.1 Chair reports: September 11
 - CB to send an email offering a \$50.00 discount on new ASHRAE memberships.
- 3.7 Family Contribution: LD, FD, CE
Action September 11: ASHRAE Contribution
 - LD to send an email to get more information. To contact Family and to have a look at the house also to more information from the doctor if required.
Action October 9: LD and FD went to house and spoke to the family. Only awaiting confirmation from doctor. Landlord is willing to help concerning flooring.
Action November 13: LD, FD & CE to hatch out a budget, a

scope of work and time frame. Doctor is looking to discharge them by Christmas. We can give the family the information but it will be up to them to follow through. A letter in the paper may help them get donations.

Action December 11: The units will be delivered to Centreville the week of Dec. 24/07. These are portable units. Luc provided receipt for units at meeting.

Action Jan. 8: Ratification of purchase of air purifiers for Katlyn Demarchant (LD) Done in December.

- 3.8 Workshop Seminar: LD
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
Action December 11: Speaker not available till late March
- 4.3 MEET Show: KC
Action October 9: KC to be Liaison between GH and GF and the Board
 Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
Action December 11: no activities at this time
- 4.4 Distinguished Lectures: DS,
Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
Action November 13: Lecturers are chosen for NB, Halifax is still finalizing. Karen Rollins is scheduled for both NB & NS.
- 5.1 Chair reports November 13: PC, CE
 - Research Promotion (FD) Patti to get a hold of CE for balance sheet for revenue for golf tournament.
December 11: CE requested more time to gather information.
- 5.3 Herring Choker Advertising:
Action November 13: All Blanks are printed for this year. These are presently full but when a member leaves a new one can take its place.
Action December 11: Carried Forward
- 5.4 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect? ?
Action November 13: Make a note in the Herring choker for the link and DS will contact Bob
Action December 11: RM to follow up
- 6.1 Publicity for Scholarship presentations: KC
Action December 11: KC to follow up with NBSCETT newsletter.
Action Jan. 8: U. de M. (FD) to find out when scholarships are given out.

6.2 Choker Advertising:
Action December 11: A waiting list could be considered if by chance that an existing client should chose to cancel his ad. Honeywell is interested to place their card but there is no space at this time.

6.3 Action Jan. 8: Waiting List – Honeywell would like a place.
Chair reports December 11:

- CTTC (GW) PAOE point can be increased, approximately 1500 points are available. GW asked everyone to review his or her information for possible increase.
- Membership Promotion (CB) To look into reporting form as per DB
- Treasurer (PC) Awaiting information from CE
- PAOE (DB) see CTTC
- MEET (KC) Tom Lawrence (DL for MEET) will also speak in Halifax on Tuesday, May 6, 2008

6.4 ASHRAE Winter Meeting:
Action December 11: Extra passes are available. Winter Meeting is in NY on January 22/24, 2008.
Action Jan. 8: Free Passes still available.

New Business December Meeting:

Action By:
 ALL

7.1 Chair reports January 8:

- CTTC (GW) Speaker for January Meeting Changed Feb.12 Meeting air to air Heat recovery speaker may change, date of meeting may change depending on speaker availability.
- Membership Promotion (CB) nothing to report
- Student Activities (JW) 3 Applications received for scholarships JW to look into NBCC Saint John for applicants.
- Research Promotion (FD) - Letters sent to reoccurring donors and casual donors. - Letters to be sent to companies with no prior donations. - Promotion idea to visit schools to promote ASHRAE Literacy/
- Treasurer (PC) Absent (DS) to speak to (PC) re \$1000 support for Saint John Student Branch, Golf Tournament account balance?
- PAOE (DB) 2245 Points at present – Looking good to meet goal. High Five for Executive Received.
- MEET (KC) no new information

7.2 Brochure:
Action Jan. 8: Movement Brochure for MEET show introducing distinguished lecturer Tom Lawrence to be created (KM) Moved, (FD) 2nd, Motion Carried

7.3 Chapter Administrator:
Action Jan. 8: New position of Chapter Administrator is possible – Chapter does not require at this time.

7.4 Engineer Week:
Action Jan. 8: March 1-9, Ideas? Interest? None shown

7.5 Mike Manning Deceased:

- Action Jan. 8:** (DS) to express condolences on behalf of chapter
- 7.6 Tyson Siliker Moving to Fredericton:
- Action Jan. 8:** (TS) wants to remain active member, chance to expand Fredericton interest
- 7.7 Speaker:
- Action Jan. 8:** (GW) Interested in Modular Chiller Speaker?
- Yes – could be possible for February speaker replacement.
- 7.8 Meeting Vouchers:
- Action Jan. 8:** (FD) to speak to Derrick regarding ASHRAE meeting vouchers, possible promotional tool

Meeting adjourned 16:45 hr.

Next executive meeting at 3:30 p.m., February 19, 2008
Meeting will be at Boomerangs.



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 8 February 19, 2008

Name (Initials)	Title	Email	Phone
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121 ext.118
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Absent			
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083

Old Business Prior Meetings**Action By:**

- 6.4 Chair reports: FD discussed (Member to Child) scholarships.
Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
Action December 11: Carried Forward

- 8.1 Budget April 2007-2009
 Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
 Carried forward to next year

- 9.1 R&P Membership CB
Action August 14: CB is following up as possible.
Action September 11: CB on going

2007/2008 Meeting:**Action By:**

- 3.1 Chair reports: September 11
 - CB to send an email offering a \$50.00 discount on new ASHRAE memberships.

- 3.8 Workshop Seminar: LD
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
Action December 11: Speaker not available till late March

- 4.3 MEET Show: KC
Action October 9: KC to be Liaison between GH and GF and the Board
 Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
Action December 11: no activities at this time
Action Jan. 19: Do we want to share the profits with the Halifax Branch if the send so volunteers for the booth. It was suggested that maybe a % or a set max. could be considered. DS is to contact GH and GF for there opinion.

- 4.4 Distinguished Lectures: DS,
Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
Action November 13: Lecturers are chosen for NB, Halifax is still finalizing. Karen Rollins is scheduled for both NB & NS.

- 5.1 Chair reports November 13: PC, CE
- Research Promotion (FD) Patti to get a hold of CE for balance sheet for revenue for golf tournament.
- December 11: CE requested more time to gather information.
- 5.3 Herring Choker Advertising:
- Action November 13: All Blanks are printed for this year. These are presently full but when a member leaves a new one can take its place.
- Action December 11: Carried Forward
- 5.4 HVACR Heritage Express:
- www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect? ?
- Action November 13: Make a note in the Herring choker for the link and DS will contact Bob
- Action December 11: RM to follow up
- 6.1 Publicity for Scholarship presentations: KC
- Action December 11: KC to follow up with NBSCETT newsletter.
- Action Jan. 8: U. de M. (FD) to find out when scholarships are given out.
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- Action December 11: A waiting list could be considered if by chance that an existing client should chose to cancel his ad. Honeywell is interested to place their card but there is no space at this time.
- Action Jan. 8: Waiting List – Honeywell would like a place.
- 6.3 Chair reports December 11:
- CTTC (GW) PAOE point can be increased, approximately 1500 points are available. GW asked everyone to review his or her information for possible increase.
 - Membership Promotion (CB) To look into reporting form as per DB
 - Treasurer (PC) Awaiting information from CE
 - PAOE (DB) see CTTC
 - MEET (KC) Tom Lawrence (DL for MEET) will also speak in Halifax on Tuesday, May 6, 2008
- 6.4 ASHRAE Winter Meeting:
- Action December 11: Extra passes are available. Winter Meeting is in NY on January 22/24, 2008.
- Action Jan. 8: Free Passes still available.
- 7.1 Chair reports January 8: ALL
- CTTC (GW) Speaker for January Meeting Changed Feb.12 Meeting air to air Heat recovery speaker may change, date of meeting may change depending on speaker availability.
 - Membership Promotion (CB) nothing to report
 - Student Activities (JW) 3 Applications received for scholarships JW to look into NBCC Saint John for applicants.
 - Research Promotion (FD) - Letters sent to reoccurring donors and casual donors. - Letters to be sent to companies with no

- prior donations. - Promotion idea to visit schools to promote ASHRAE Literacy/
- Treasurer (PC) Absent (DS) to speak to (PC) re \$1000 support for Saint John Student Branch, Golf Tournament account balance?
- PAOE (DB) 2245 Points at present – Looking good to meet goal. High Five for Executive Received.
- MEET (KC) no new information

7.2

Brochure:

Action Jan. 8: Movement Brochure for MEET show introducing distinguished lecturer Tom Lawrence to be created (KM) Moved, (FD) 2nd, Motion Carried

Action Feb. 19: CB has volunteered to be the editor for the MEET show brochure DS to send info to CB.

7.3

Chapter Administrator:

Action Jan. 8: New position of Chapter Administrator is possible – Chapter does not require at this time.

7.4

Engineer Week:

Action Jan. 8: March 1-9, Ideas? Interest? None shown

7.5

Mike Manning Deceased:

Action Jan. 8: (DS) to express condolences on behalf of chapter

7.6

Tyson Siliker Moving to Fredericton:

Action Jan. 8: (TS) wants to remain active member, chance to expand Fredericton interest

7.7

Speaker:

Action Jan. 8: (GW) Interested in Modular Chiller Speaker? – Yes – could be possible for February speaker replacement.

7.8

Meeting Vouchers:

Action Jan. 8: (FD) to speak to Daron regarding ASHRAE meeting vouchers, possible promotional tool

Action Feb. 19: Carried forward.

New Business December Meeting:

8.1

Chair reports February 19:

Action By:
ALL

- CTTC (GW) Absent KC to check up on posting
- Membership Promotion (CB) DB to send the list of names that attended the commissioning course to CB. The potential incentive for the next meeting could be new potential member eat for free and the member gets \$10.00 off his meal.
- Research Promotion (FD) – Absent FD emailed DS; will present his report in March.
- Student Activities (JW) Absent
- Historian (JW) Absent
- Treasurer (PC) Absent DB to contact PC for balance sheet.
- Newsletter (RM) Nothing was placed in the Choker for the HVARC Heritage Express Web Site. DS to do a write up.
- PAOE (DB) no update
- MEET (KC) no update

8.2

Ratification of purchase of the DVD “Green is the color of

money”:

Action Feb.19: JW is to order the DVD. DS Motion ASHRAE to pay for DVD; CB 2nd the motion; All in favor; Motion Carried.

8.3 Collection of Chapter Dues by Society: CB

Action Feb.19: An email from the Society indicates they are to collect the chapter dues. DS to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?

8.4 Web/Satellite: DS

Action Feb.19: DS to confirm with JW for the use of NBCC

8.5 Budget for 2008-2010:

Action Feb.19: A committee is to be formed to create a budget.

8.6 Job Posting:

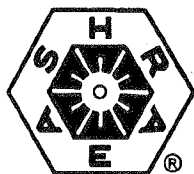
Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

8.7 Meet show learning institute:

Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Meeting adjourned 16:34 hr.

**Next executive meeting at 3:30 p.m., March 11, 2008
Meeting will be at Boomerangs.**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 9 March 11, 2008

Name (Initials)	Title	Email	Phone
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121 ext.118
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Steve Ramsay	Guest/Halifax Past President	stevenramsay@directenergy.com	
Serge Landry	Guest		
Absent			
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083

Old Business Prior Meetings

Action By:

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Action June 12: CB to send out email to all members to adv. of scholarship and will send Claude Dupuis a link to send to all members. Re-visit 2007/2008.
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Action August 14: CB is following up as possible.
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still finalizing. Karen Rollins is scheduled for both NB & NS.

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- Research Promotion (FD) Patti to get a hold of CE for balance sheet for revenue for golf tournament.
- 5.3 December 11: CE requested more time to gather information.
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- Action December 11: KC to follow up with NBSCETT newsletter.
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 - Treasurer (PC) Awaiting information from CE
 - PAOE (DB) see CTTC
 - MEET (KC) Tom Lawrence (DL for MEET) will also speak in Halifax on Tuesday, May 6, 2008
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- Research Promotion (FD) - Letters sent to reoccurring donors and casual donors. - Letters to be sent to companies with no prior donations. - Promotion idea to visit schools to promote ASHRAE Literacy/
 - Treasurer (PC) Absent (DS) to speak to (PC) re \$1000 support for Saint John Student Branch, Golf Tournament account balance?

- 7.2 Brochure:
Action Jan. 8: Movement Brochure for MEET show introducing distinguished lecturer Tom Lawrence to be created (KM) Moved, (FD) 2nd, Motion Carried
Action Feb. 19: CB has volunteered to be the editor for the MEET show brochure DS to send info to CB.
Action March 11: ASHRAE to purchase insurance Approx. \$170.00 and to rent one 8'-0" Table and two chairs - FD moved, DB 2nd, motion Carried.
- NB/PEI and NS to bring AHRAE banners to place in booth
 - One member from each chapter to man the booth
 - To bring what we have for gifts
 - Badges for people that will be manning the booth
 - Supplies to be ordered by KC
 - April 18 is the deadline to submit the list for Wednesday night dinner.
 - ASHRAE application forms and pamphlets are to be ordered.
- 7.3 Chapter Administrator:
Action Jan. 8: New position of Chapter Administrator is possible – Chapter does not require at this time.
- 7.4 Engineer Week:
Action Jan. 8: March 1-9, Ideas? Interest? None shown
- 7.8 Meeting Vouchers:
Action Jan. 8: (FD) to speak to Daron regarding ASHRAE meeting vouchers, possible promotional tool
Action Feb. 19: Carried forward.
Action March 11: Dropped from further discussion.
- 8.1 Chair reports February 19: ALL
- CTTC (GW) Absent KC to check up on posting
 - Membership Promotion (CB) DB to send the list of names that attended the commissioning course to CB. The potential incentive for the next meeting could be new potential member eat free and the member gets \$10.00 off his meal.
 - Research Promotion (FD) – Absent DS to send an email to FD.
 - Treasurer (PC) Absent DB to contact PC for balance sheet.
 - Newsletter (RM) Nothing was place in the Choker for the HVARC Heritage Express Web Site. DS to do a write up.
- 8.3 Collection of Chapter Dues by Society: CB
- Action Feb. 19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?
Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.
- 8.4 Web/Satellite: DS
- Action Feb. 19: DS to confirm with JW for the use of NBCC

Action March 11: April 16, 2008 2:00 pm to 5:00pm Atlantic time. The use of NBCC has been accepted.

8.5 Budget for 2008-2010:

Action Feb.19: A committee is to be formed to create a budget.

8.6 Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

8.7 Meet show learning institute:

Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action March 11: Good idea Carried forward for next MEET show.

New Business March Meeting:

Action By:
ALL

9.1 **Chair reports March 11:**

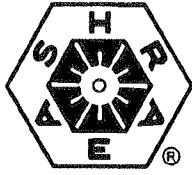
- CTTC (GW) -Absent
- Membership Promotion (CB) -Absent
- Research Promotion (FD) –Goal is \$7,150.00 to date the donations is at \$3,925.00. – Looking for Golf Balance sheet, Balance sheet was not properly done. – FD volunteered to organized the next golf tournament with the help of GW – Media report, NB/PEI Lung association: ASHRAE donation was in the following newspaper: Guardian and Journal Pioneer FD to send a copy of email to JW
- Student Activities (JW)-Absent
- Historian (JW)-Absent
- Treasurer (PC) – no updates
- Newsletter (RM) –Scholarship was in the times & transcript-2 NBCC, 1 U de M, 1 UPEI & 1 General (High School)
- PAOE (DB)- Waiting on four submittal. PAOE are looking good.
- MEET (KC)- no updates

9.2 Budget for 2008-2010 (two-year budget to include MEET 2008 DB, PC, NB

Action March 11: A committee is to be formed for the budget. Volunteers are Dan, Patti, Nicole and Chuck (Call Chuck to see if he wants to be a liaison again for the organization of the new budget)

Meeting adjourned 16:26 hr.

**Next executive meeting at 3:30 p.m., April 8, 2008
Meeting will be at Boomerangs.**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 10 April 8, 2008

Name (Initials)	Title	Email	Phone
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121 ext.118
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
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Frederic Desjardins (FD)	Vice President/ Research/Promotion Membership Chair	fdesjardins@mcw.com	857-8880
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Action Jan. 19: Do we want to share the profits with the Halifax Branch if the send so volunteers for the booth. It was suggested that maybe a % or a set max. could be considered. DS is to contact GH and GF for there opinion.
Action April 8: Flyers are ready for pick up in Saint John. We can send some to Halifax and use some the show. We received a list of names from Halifax that will man the booth with us. We will make a decision after the show concerning financial compensation for the Halifax chapter. We will have hats, pens, brochures and memberships form for the booth. We should also have Journals, Handbooks and flyers. KC has not received a copy of the Halifax LOGO for the banner. He is to send an email to indicate a deadline for there LOGO.
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Action October 9: DS to contact Gary LeBlanc of Halifax Chapter regarding Karen Rollins for April 8th
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 Volunteers are Dan, Patti, Nicole and Chuck (Call Chuck to see if he wants to be a liaison again for the organization of the new budget)
Action April 8: (CE) He will not be available to serve on the budget committee, but will try to review a draft budget. He will be unable to continue on the Board of Governors next year.

New Business March Meeting:

Action By:
 ALL

- 10.1 **Chair reports April 8:**
- CTTC (GW) –no updates. DS to send Molson contact
 - Membership Promotion (CB) - Membership Promotion – New members to receive a discount of \$50.00 as an incentive. This applies to NB/PEI chapter only.
 - Research Promotion (FD) –Goal is \$7,150.00 to date the donations is at \$4,475.00. FD has volunteered for RP for next year.
 - Student Activities (JW)-no updates
 - Historian (JW)-Would like to interview a few of the original members
 - Treasurer (PC) – Absent, no updates
 - Newsletter (RM) – FD would like to have the investors list for the ASHRAE Research Promotion 2007-08 in Choker. New Executive list to be in Choker.
 - PAOE (DB)- no updates
 - MEET (KC)- no updates

- 10.2 Web/Satellite: “Integrated Building Design: Bringing the Pieces Together to Unleash the Power of Teamwork” DS, JW
Action April 8: April 16 (JW) has confirm that it will be in room B2020

Meeting adjourned 16:48 hr.

**Next executive meeting at 12:00 Noon, May 2, 2008
 Meeting will be at MNECA.**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 11
May 2, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121 ext.118
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Patti Crouse (PC)	Treasurer	pcrouse@controlsequipment.com	857-8833 ext 112
Absent			
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083

Old Business Prior Meetings**Action By:**

- 8.1 Budget April 2007-2009
Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
Carried forward to next year
- 9.1 R&P Membership CB
Action August 14: CB is following up as possible.
Action September 11: CB on going

2007/2008 Meeting:**Action By:**

- 3.8 Workshop Seminar: LD
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
Action December 11: Speaker not available till late March
Action March 11: LD to follow up – on going
- 4.3 MEET Show: KC
Action October 9: KC to be Liaison between GH and GF and the Board
Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
Action December 11: no activities at this time
Action Jan. 19: Do we want to share the profits with the Halifax Branch if the send so volunteers for the booth. It was suggested that maybe a % or a set max. could be considered. DS is to contact GH and GF for there opinion.
Action April 8: Flyers are ready to be pick up. We can send some to Halifax and use some the show. We received a list of names from Halifax that will man the booth with us. We will make a decision after the show concerning financial compensation for the Halifax chapter. We will have hats, pens, brochures and memberships form for the booth. We should also have a journal, Handbook and flyer. KC has not received a copy of the Halifax LOGO for the banner. He is to send an email to indicate a deadline for there LOGO.
Action May 2: We will in Booth #604. DS to bring Journals, Insights & Souvenirs. FD to bring handbooks. Volunteers to pick up badges from Master Promotions table at entrance. Industry Dinner tickets were distributed at meeting. A \$50.00 Discount is available for new members that sign up at booth

- 4.3 Chapter Honours & Awards Committee: DB, JW, DS, NB, PC have formed committee. JW to bring in scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
- 7.3 Action May 12: Carry Forward
Scholarships: Committee to review awarding scholarships in trade schools. DS to check with NBCC & Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program. **DS, NB**
Action Feb 10: DS Proposed New Scholarships for 2 Year HVAC Courses. \$750 to Holland College & \$750 to CCNB Edmundston. FD 1st, DB 2nd, Passed Unanimously. DS to make contacts.
Action Mar 10: DS presented details of financial awards for students in HVAC programs. All agreed that a minimum average of 80% is required for student to apply.
Holland College – DS motion to accept Holland College's Scholarship Proposal. DB 2nd, Passed Unanimously with changes as discussed.
CCNB Edmundston – DS motion to accept CCNB's Scholarship Proposal. FD 2nd, Passed Unanimously with changes as discussed. DS to make changes to award proposals and submit.
Action April 7: Edmundston awards ceremony is in June. GW to contact Justin Beaulieu of Beaulieu Plumbing & Mechanical to present award on behalf of Chapter. DS to forward GW with date of Ceremony.
Action May 12: Justin Beaulieu has confirmed presentation of award. DS to email NB date that cheque will be required, along with the name of the recipient. Holland College recipient to be rewarded in the Fall of 2009.
- 7.4 Choker List: A number of Choker's are being returned to the Chapter via mail. PC to contact RM for updates on list. **PC**
Action May 12: PC to take care of returned Chokers. PC to get in touch with the UPS store to make changes.
- 8.2 Status of NBCC Moncton & NBCC Saint John Student Branches: DB to forward guidelines to KC & JW for establishing Branch. KC to check Doug Scott's Membership Status. DB to review guidelines.
Action Mar 10: JW obtained 12 signatures for Moncton Student Branch. DB signed Moncton Branch application. JW to fax to Society. KC left information and application with Doug Scott Re: Saint John Branch. Doug Scott to contact KC and advise of students interest.
Action April 7: Moncton Student Branch is officially established. KC to be liaison for Saint John Branch.
Action May 12: Both Branches are up and running
- 8.4 Distinguished Lecturer: Keep Jean Bundock in mind as a possible speaker for April 2010.
Action May 12: Carry Forward
- 9.1 Newsletters – FD to send a list to RM of RP donors. RM to post in Monthly Newsletter **FD, RM**
Action May 12: Carry Forward
- 9.7 Video Tapes of Monthly Meetings: Suggestion made to video tape monthly meetings and post on website for members that cannot attend. JW to see if he can borrow camera from school. FD to ask DL's permission to tape April presentation.
Action April 7: JW to tape presentation at tonight's meeting. JW to post on video website. Link for video to be published in Choker.
Action May 12: Camera was in the wrong place for recording. Quality wasn't good enough. Carry forward for recording of DL's next year.
- 9.8 Facebook: PC to look into creating a profile for Ashrae NB/PEI to generate student interest. Details to be discussed at next meeting. **PC**
Action April 7: All agreed this should be done at the Society Atlanta level. Chapter to investigate motion for CRC to establish Facebook / Bulletin Board for EIT, New Members, YEA etc. JW to start by investigating website to see what the Society currently has.
Action May 12: No motion will be prepared for CRC. PC administrate Facebook site and get up and running.

Action Jan. 8: Movement Brochure for MEET show introducing distinguished lecturer Tom Lawrence to be created (KM) Moved, (FD) 2nd, Motion Carried

Action Feb. 19: CB has volunteered to be the editor for the MEET show brochure DS to send info to CB.

Action March 11: ASHRAE to purchase insurance Approx. \$170.00 and to rent one 8'-0" Table and two chairs - FD moved, DB 2nd, motion Carried.

- NB/PEI and NS to bring AHRAE banners to place in booth
- One member from each chapter to man the booth
- To bring what we have for gifts
- Badges for people that will be manning the booth
- Supplies to be ordered by KC
- April 18 is the deadline to submit the list for Wednesday night dinner.
- ASHRAE application forms and pamphlets are to be ordered.

Action May 2: 500 flyers printed – 400 distributed in Moncton & Halifax.

7.3 Chapter Administrator:

Action Jan. 8: New position of Chapter Administrator is possible – Chapter does not require at this time.

7.4 Engineer Week:

Action Jan. 8: March 1-9, Ideas? Interest? None shown

7.8 Meeting Vouchers:

Action Jan. 8: (FD) to speak to Daron regarding ASHRAE meeting vouchers, possible promotional tool

Action Feb. 19: Carried forward.

Action March 11: Dropped from further discussion.

8.1 Chair reports February 19:

ALL

- CTTC (GW) Absent KC to check up on posting
- Membership Promotion (CB) DB to send the list of names that attended the commissioning course to CB. The potential incentive for the next meeting could be new potential member eat free and the member gets \$10.00 off his meal.
- Research Promotion (FD) – Absent DS to send an email to FD.
- Treasurer (PC) Absent DB to contact PC for balance sheet.
- Newsletter (RM) Nothing was place in the Choker for the HVARC Heritage Express Web Site. DS to do a write up.

8.3 Collection of Chapter Dues by Society:

CB

Action Feb. 19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?

Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.

8.4 Web/Satellite:

DS

Action Feb. 19: DS to confirm with JW for the use of NBCC

Action March 11: April 16, 2008 2:00 pm to 5:00pm Atlantic

time. The use of NBCC has been accepted.

8.5

Budget for 2008-2010:

Action Feb.19: A committee is to be formed to create a budget.

8.6

Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

8.7

Meet show learning institute:

Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action March 11: Good idea Carried forward for next MEET show.

9.1

Chair reports March 11:

ALL

- Research Promotion (FD) –Goal is \$7,150.00 to date the donations is at \$3,925.00. – Looking for Golf Balance sheet, Balance sheet was not properly done. – FD volunteered to organized the next golf tournament with the help of GW – Media report, NB/PEI Lung association: ASHRAE donation was in the following newspaper: Guardian and Journal Pioneer FD to send a copy of email to JW
- Newsletter (RM) –Scholarship was in the times & transcript-2 NBCC, 1 U de M, 1 UPEI & 1 General (High School)
- PAOE (DB)- Waiting on four submittal. PAOE are looking good.

9.2

Budget for 2008-2010 (two-year budget to include MEET 2008

DB, PC, NB

Action March 11: A committee is to be formed for the budget.

Volunteers are Dan, Patti, Nicole and Chuck (Call Chuck to see if he wants to be a liaison again for the organization of the new budget)

Action April 8: (CE) will help with the budget but will not be on the board of government next year.

Action May 2: A meeting is to be set up soon.

10.1

Chair reports April 8:

ALL

- CTTC (GW) –no updates. DS to send Molson contact
- Membership Promotion (CB) - Membership Promotion – New members to receive a discount of \$50.00 as an incentive. This applies to NB/PEI chapter only.
- Research Promotion (FD) –Goal is \$7,150.00 to date the donations is at \$4,475.00. FD has volunteered for RP for next year.
- Student Activities (JW)-no updates
- Historian (JW)-Would like to interview a few of the original members
- Treasurer (PC) – Absent, no updates
- Newsletter (RM) – FD would like to have the investors list for the ASHRAE Research Promotion 2007-08 in Choker. New Executive list to be in Choker.

- PAOE (DB)- no updates
- MEET (KC)- no updates

10.2 Web/Satellite: "Integrated Building Design: Bringing the Pieces Together to Unleash the Power of Teamwork" DS, JW

Action April 8: April 16 (JW) has confirm that it will be in room B2020

Action May 2: Future web/satellite broadcasts will be under reconsideration.

New Business May Meeting:

Action By:

11.1

Chair reports May 2:

ALL

- CTTC (GW) –Absent, no updates.
- Membership Promotion (CB) - Membership Promotion – New members to receive a discount of \$50.00 as an incentive. This applies to NB/PEI chapter only.
- Research Promotion (FD) – Still working on goal, Donations are due June 30th.
- Student Activities (JW)- no updates
- Historian (JW)- no updates
- Treasurer (PC) – Golf report was given out – still missing some receipt (PC) to contact (CE) for more information on 50/50 draw, lobster sale and junior BBQ. Also will be in contact with (LD) for hole sponsorship. (CB) to send participant list to (PC).
- Newsletter (RM) – no updates
- PAOE (DB)- LEEDS points to be updated by June 30th
- MEET (KC)- no updates

11.2

Scholarships:

Action May 2: A scholarship has been received from Mike Gillis.

Meeting adjourned 12:55 hr.

**Next executive meeting at 3:30 pm, June 10, 2008.
Meeting will be at The Creek Restaurant.**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 12 June 10, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
Present			
Dwight Scott (DS)	President	dgscott@unb.ca	204-2820
Dan Boudreau (DB)	President Elect.	dboudreau@enerplan.com	858-1300
Nicole Bourgeois (NB)	Secretary	nicole_bourgeois@rogers.com	856-8121 ext.118
Kevin Clannon (KC)	Home Page/ Editor	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor	rmcewen@mcw.com	857-8880
Gerry Waselynychuk (GW)	CTTC Chair	gerry@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Vice President/ Research/Promotion	fdesjardins@mcw.com	857-8880
John Willden (JW)	Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Patti Crouse (PC)	Treasurer	p.e.c@rogers.com	854-7704
Absent			
Craig Brown (CB)	Membership Chair	cbrown3@trane.com	855-3133
Ken Martin (KM)	Board of Governors	kmbrsm@nb.aibn.com	859-4390
Charles Edwards (CE)	Board of Governors	chuck@hoadeng.ca	855-1414
Camille Chevarie (CC)	Board of Governors	cchevarie@hatch.ca	857-8708
Damien Monk (DM)	Board of Governors	dammon@ipexinc.com	856-0386
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Tyson Silliker (TS)	Board of Governors	Tyson.Silliker@nb.aibn.com	387-3083

Old Business Prior Meetings**Action By:**

- 8.1 Budget April 2007-2009
Chapter dues – KM motioned to drop the collection of local chapter dues until further notice. FD to contact ASHRAE society to formerly request local dues no longer be collected on behalf of NB/PEI Chapter. DS 2nd's motion. Carried unanimously.
Action June 12: Carried to next meeting.
Carried forward to next year
- 9.1 R&P Membership
Action August 14: CB is following up as possible.
Action September 11: CB on going

CB

2007/2008 Meeting:**Action By:**

- 3.8 Workshop Seminar:
Action September 11: Enercan would like to host a workshop seminar but is looking for help. More information is required.
Action October 9: Aiming for end of November date. Enercan will take care of all the venues. Work in progress.
Action November 13: No information at this moment.
Action December 11: Speaker not available till late March
Action March 11: LD to follow up – on going
- 4.3 MEET Show:
Action October 9: KC to be Liaison between GH and GF and the Board
Liaison with the DLs will be GW for April and DS for May (MEET Show)
Action November 13: KC agreed to be our liaison
Action December 11: no activities at this time
Action Jan. 19: Do we want to share the profits with the Halifax Branch if the send so volunteers for the booth. It was suggested that maybe a % or a set max. could be considered. DS is to contact GH and GF for there opinion.
Action April 8: Flyers are ready to be pick up. We can send some to Halifax and use some the show. We received a list of names from Halifax that will man the booth with us. We will make a decision after the show concerning financial compensation for the Halifax chapter. We will have hats, pens, brochures and memberships form for the booth. We should also have a journal, Handbook and flyer. KC has not received a copy of the Halifax LOGO for the banner. He is to send an email to indicate a deadline for there LOGO.
Action May 2: We will in Booth #604. DS to bring Journals, Insights & Souvenirs. FD to bring handbooks. Volunteers to pick up badges from Master Promotions table at entrance. Industry Dinner tickets were distributed at meeting. A \$50.00 Discount is available for new members that sign up at booth **this is for the**

LD

KC

Moncton/PEI chapter only.

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

- 5.1 Chair reports November 13: PC, CE
 - Research Promotion (FD) Patti to get a hold of CE for balance sheet for revenue for golf tournament.
- 5.3 December 11: CE requested more time to gather information.
 Herring Choker Advertising:
Action November 13: All Blanks are printed for this year. These are presently full but when a member leaves a new one can take its place.
- 5.4 Action December 11: Carried Forward
 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect? ?
Action November 13: Make a note in the Herring choker for the link and DS will contact Bob
- 7.3 Action December 11: RM to follow up
 Chapter Administrator:
Action Jan. 8: New position of Chapter Administrator is possible – Chapter does not require at this time.
- 8.3 Collection of Chapter Dues by Society: CB
Action Feb.19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?
Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.
- 8.5 Budget for 2008-2010:
Action Feb.19: A committee is to be formed to create a budget.
- 8.6 Job Posting:
Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
- 8.7 Meet show learning institute:
Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
Action March 11: Good idea Carried forward for next MEET show.
- 9.2 Budget for 2008-2010 (two-year budget to include MEET 2008 DB, PC, NB
Action March 11: A committee is to be formed for the budget. Volunteers are Dan, Patti, Nicole and Chuck (Call Chuck to see if he wants to be a liaison again for the organization of the new

budget)

Action April 8: (CE) will help with the budget but will not be on the board of government next year.

Action May 2: A meeting is to be set up soon.

10.2 Web/Satellite: "Integrated Building Design: Bringing the Pieces Together to Unleash the Power of Teamwork" DS, JW

Action April 8: April 16 (JW) has confirm that it will be in room B2020

Action May 2: Future web/satellite broadcasts will be under reconsideration.

11.1 Chair reports May 2: ALL

- Membership Promotion (CB) - Membership Promotion - New members to receive a discount of \$50.00 as an incentive. This applies to NB/PEI chapter only.
- Research Promotion (FD) - Still working on goal, Donations are due June 30th.
- Treasurer (PC) - Golf report was given out - still missing some receipt (PC) to contact (CE) for more information on 50/50 draw, lobster sale and junior BBQ. Also will be in contact with (LD) for hole sponsorship. (CB) to send participant list to (PC).
- Newsletter (RM) - no updates
- PAOE (DB)- LEEDS points to be updated by June 30th

11.2 Scholarships:

Action May 2: A scholarship application has been received from Mike Gillis' son for the \$500 scholarship to a son or daughter of an ASHRAE member.

New Business June Meeting:

Action By:

12.1 Chair reports June 10: ALL

- CTTC (GW) Speaker for next year: Norm Miller from Corridor Resources. Also Steve Feccica on IP Connection. Embridge would have a speaker and maybe a tour of a drywall plant.
- Student Activities (JW) 33 student members this year
- Historian (JW) no updates
- Membership Promotion (CB) no present
- Research Promotion (FD) - Motion to top up fund \$1,025.00 for 2007-2008. KC 2nd carried by all.
- Treasurer (PC) - no update
- Newsletter (RM) - no updates Claude Dupuis wants to donate the Domain to ASHRAE. Dan volunteered.
- PAOE (DB)- Chapter now has 140 members

12.2 Budget for 2008-2010

Action June 10: DB, PC & NB to meet as soon as possible

12.3 Golf Tournaments

Action June 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, Gw 2nd all carried.

Membership # should be on the application form.

\$1,800.00 should go to the RP regardless of the outcome of

the tournament.

Subsidiaries for members cost -\$25.00, non members cost +\$25.00

This amount should be looked into each year.

12.3 **Student Membership Transfer Forms**

Action June 10: Transfer to Associate Member

Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

12.4 **Salt Lake City**

Action June 10: Wilf Laman (DRC) wants to know is going to the summer meeting wrote an invitation to join the Region II dinner on June 23 in Salt Lake City (\$40 US per person)

12.5 **CRC**

Action June 10: CRC schedule to be released shortly

12.6 **ASHRAE Meeting Location**

Action June 10: 2 volunteers to go around looking for a new location to have our ASHRAE meetings. Cost, Location and Parking are to be considered.

Meeting adjourned 17:09 hr.

Next executive meeting at 12:00 Noon, July 10, 2008.

Meeting will be at Moncton Northeast Construction Association boardroom.



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 01
July 10, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Nicole Bourgeois (NB)	Treasurer	nbourgeois@heritagemanagement.ca	856-8121 ext.118
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/ Webmaster	rmcewen@mcw.com	857-8880
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patti Crouse (PC)	Board of Governors	p.e.c@rogers.com	854-7704
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
<u>Absent</u>			
John Willden (JW)	President Elect/ Student Activities/ Historian	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Patricia LeBlanc	Board of Governors	patricia.leblanc@jacqueswhitford.com	674-9145

Old Business Prior Meetings

Action By:

- 4.3 MEET Show:
Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)
Action July 10: Carry forward
- 5.4 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Etc.?
Action November 13: Make a note in the Herring choker for the link and DS will contact Bob
Action December 11: RM to follow up
Action July 10: Carry forward
- 8.3 Collection of Chapter Dues by Society:
Action Feb.19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?
Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.
Action July 10: DB to contact Society regarding chapter dues, Carry forward
- 8.6 Job Posting:
Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
Action July 10: RM to add advertisement to Choker, Carry forward
- 8.7 Meet show learning institute:
Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
Action March 11: Good idea Carried forward for next MEET show.
Action July 10: Carry forward
- 11.2 Scholarships:
Action May 2: A scholarship application has been received from Mike Gillis' son for the \$500 scholarship to a son or daughter of an ASHRAE member.
Action July 10: Carry Forward

DB

RM

- 12.1 Chair reports June 10:
 - CTTC (GW) Speaker for next year: Norm Miller from Corridor Resources. Also Steve Feccica on IP Connection. Enbridge would have a speaker and maybe a tour of a drywall plant.
Action July 10: Carry forward
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 Membership # should be on the application form.
 \$1,800.00 should go to the RP regardless of the outcome of the tournament.
 Subsidiaries for members cost -\$25.00, non members cost +\$25.00
 This amount should be looked into each year.
Action July 10: Carry forward
- 12.4 Student Membership Transfer Forms
Action June 10: Transfer to Associate Member
 Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.
Action July 10: Carry forward
- 12.5 CRC
Action June 10: CRC schedule to be released shortly.
Action July 10: Carry forward
- 12.6 ASHRAE Meeting Location
Action June 10: 2 volunteers to go around looking for a new location to have our ASHRAE meetings. Cost, Location and Parking are to be considered.
Action July 10: Carry forward

2008/2009 Meeting:

Action By:

New Business June Meeting:

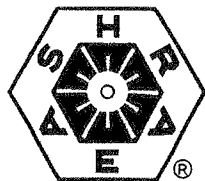
- 1.1 Chair reports July 10:
 - CTTC (GW) Advised Executive of possible award to be given to chapter from Society. (GW) to meet with (CB) to pass CTTC information gathered forward
 - Research / Promotion (FD) Chapter hit all goals, placed top in Region
 - Student Activities (JW) no updates
 - Historian (JW) no updates
 - Treasurer (PC) Motion by (PC) for online bank account (no cost), Treasurer & President to have access passwords. (DS) 2nd, all passed unanimously. (PC) to transfer account over to new Treasurer & President. (NB) to add comments for invoice # required when members send in cheques
 - Newsletter (RM): (1) open spot for card advertising on Herring Choker, to be filled by Honeywell

ALL

- PAOE (DB) – Currently Chapter has hit all goals.
Chapter is in 3rd place. 8,904 total points to date.
- 1.2 **2008-2009 Meeting Location:** LD, FD
Action July 10: (LD) to email contact @ Boomerangs, (LD) to contact The Keg, (FD) to contact McInnis Landing / Don Cherry's, chapter will make plans on a month to month basis until location secured
- 1.3 **2008-2009 Programs:**
Action July 10: (JS) to inquire about Moncton Hospital Tour for September Meeting, Molson Tour. (GW) Seismic Restraint, Corridor Resources, BACnet, Dehumidification. (LD) Drywall Plant in Saint John Tour, Copper Fin Boilers (Enbridge), Solar Power (Thomas Ind). (FD) 3rd Party Commissioning. (CB) Refrigerants. JS, GW, LD, FD, CB
- 1.4 **2008-2009 Distinguished Lecturer:** DB, FD
Action July 10: DL would be ideal for Mar/Apr/May, (DB) to contact Jim in Halifax. (FD) to email DL Robert Bean to make arrangements.
- 1.5 **Night/Afternoon @ Wildcats Game:** DB
Action July 10: (DB) to arrange for after Christmas. Jan 25, 2009 tentative date.
- 1.6 **Golf Tournament:** GW, FD, LD, PC
Action July 10: (GW) & (FD) to work Registration Desk. Motion by (DS) for \$750 to be given to (LD) for purchase of Tournament Prizes. (GW) 2nd, passed unanimously (PC) to issue cheque.
- 1.7 **Scholarship Applicants:** JS, PC, NB
Action July 10: (JS), (PC), (NB) formed committee to select winner. Decision to be reached by next meeting.
- 1.8 **Meet 2010:** Filed prepared by (DS) DS
- 1.9 **CRC in Montreal:**
Action July 10: Motion by (DS) for chapter to issue cheque for \$600.00 travel expenses, (LD) 2nd, passed unanimously. Reimbursement from Society to be deposited back to Chapter once received. Motion by (DB) for \$200 spending money with receipts submitted, (GW) 2nd, passed unanimously.

Meeting adjourned 14:00 hr.

Next executive meeting at 12:00 Noon, August 14, 2008.
Meeting will be at Moncton Northeast Construction Association boardroom.



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ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 02
August 14, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
John Willden (JW)	President Elect/ Historian Student Activities	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
<u>Absent</u>			
Nicole Bourgeois (NB)	Treasurer	nicole_bourgeois@rogers.com	856-8121
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Patti Crouse (PC)	Board of Governors	p.e.c@rogers.com	854-7704
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc	Board of Governors	patricia.leblanc@jacqueswhitford.com	674-9145

Old Business Prior Meetings:

Action By:

96

4.3 MEET Show:

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action August 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show. Carry Forward

5.4 HVACR Heritage Express:

www.hhc-canada.net - Should we publicize it in the Choker/High School/Etc.??

Action November 13: Make a note in the Herring choker for the link and DS will contact BM

Action December 11: RM to follow up

Action August 14: Carry Forward

8.3 Collection of Chapter Dues by Society:

DB

Action Feb.19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter membership list but is an ASHRAE member?

Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.

Action July 10: DB to contact Society regarding chapter dues

Action August 14: DB contacted Society, \$50.00 fee is no longer being charged to members. DB to obtain a list of members who paid for reimbursement. Chapter needs to call Society yearly to keep fee updated. Carry Forward

8.6 Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action July 10: RM to add advertisement to Choker, carry forward

Action August 14: Carry Forward

8.7 Meet show learning institute:

Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action March 11: Good idea Carried forward for next MEET show.

Action August 14: Carry Forward

12.3 Golf Tournaments

Action June 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost - \$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action August 14: Carry forward

12.4 Student Membership Transfer Forms

Action June 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action August 14: Carry forward

2008/2009 Meetings:

1.1 Chair reports July 10:

Treasurer (PC) Motion by (PC) for online bank account (no cost), Treasurer & President to have access passwords. (DS) 2nd, all carried

Action July 10: (PC) to transfer account over to new Treasurer & President

Action July 10: (NB) to add comments for invoice # required when members send in cheques

Action August 14: DB advised online bank account set up. PC & DB have passwords

- 1.7 Scholarship Applicants:
 Action July 10: (JS), (PC), (NB) formed committee to select winner. Decision to be reached by next meeting. JS
- Action August 14: Motion by (JS) for Jordan Gillis to be the winner of the scholarship, (FD) 2nd, passed unanimously. (JS) to write letter to unsuccessful candidate 97
- 1.9 CRC in Montreal:
 Action July 10: Motion by (DS) for chapter to issue cheque for \$600.00 travel expenses, (LD) 2nd, all carried. Reimbursement from Society to be deposited back to Chapter once received. Motion by (DB) for \$200 spending money with receipts submitted, (GW) 2nd, all carried. *Strike*
- Action August 14: Carry Forward

New Business August Meeting:

- 2.1 Chair Reports August 14: ALL
- CTTC (CB) no updates
 - Membership (KC) Action August 14: (KC) to visit Student Branch in Saint John
 - Research Promotion (FD) no updates
 - Student Activities (JW) no updates
 - Historian (JW) no updates Action August 14: (DB) to approach (PC) to take over Student Activities, (NB) to take over Historian
 - Treasurer (NB) no updates
 - Newsletter (RM) no updates
 - PAOE (JW): 8,904 total points to date, Chapter still in 3rd place.
- 2.2 2008-2009 Meeting Location: FD
 No room at the Keg for a group our size. (GW) received a note that Boomerangs will be re-opening in same location starting in October. McInnis Landing will be a temporary back up location. *McInnis - (Fixed Menu)*
- Action August 14: (FD) to advise McInnis of food choice for September Meeting, along with number of people expected to attend. (JS) confirmed 5:30 tour start at the Moncton Hospital.
- 2.3 2008-2009 Program Line Up, Sponsors, Theme Nights: DB, FD, JS, RM
Action August 14: (DB) to email revised schedule of line up to Executive discussed at meeting. (FD) to email (DB) with topic from DL for April meeting. (FD) to discuss honorarium with DL. (JS) to email (DB) with presenter name for Molson Tour. (RM) to post Molson Tour Rules in Choker.
- 2.4 Night/Afternoon @ Wildcats Game: DB
 January 25, 2009 is still the tentative date. Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending
- 2.5 Golf Tournament: DB
Action August 14: (DB) to talk to (CB) regarding a write up for the Choker.
- 2.6 Budget for 2008-2010: DB
Action August 14: Carried forward to next meeting

Meeting adjourned 13:30 hr.

Next executive meeting at 3:30pm, September 9, 2008.
 Meeting will be at McGinnis Landing.

MANUAL FOR CHAPTER OPERATIONS

PLEASE COMPLETE FORM AND EMAIL TO: jkirksey@ashrae.org AND YOUR DRC.

2007-2008

ASHRAE CHAPTER INFORMATION QUESTIONNAIRE

(99-10-02-03-55/00-10-28-08/BOD 03-06-27-1C/05-10-30-08)

Complete and mail to ASHRAE (Attn: Member Services Dept.), 1791 Tullie Circle, N.E., Atlanta, Georgia 30329, or fax to (404) 321-5478, with a copy to your Director and Regional Chair, no later than June 1. Addresses should be the same as used for other Society mailings, including the Journal, Handbook and miscellaneous mailings. Please notify Headquarters and Regional Chair promptly of questionnaire changes.

IMPORTANT: USE PROPER NAMES (NOT NICKNAMES) AND INCLUDE MEMBER NUMBER BESIDE ALL NAMES. AREA CODES MUST BE INCLUDED WHEN LISTING TELEPHONE AND FAX NUMBERS. CHAPTER OFFICERS AND COMMITTEE CHAIRS MUST BE MEMBERS OF ASHRAE IN GOOD STANDING WITH THE GRADE OF ASSOCIATE MEMBER OR HIGHER.

CHAPTER NB/PEI # 117 REGION II SOCIETY YEAR* 2007-2008

(*For Spring CRCs *Society Year* indicates Society year beginning July 1. For Fall CRCs *Society Year* indicates the current year.)

MEETING DATES FOR THE UPCOMING SOCIETY FISCAL YEAR

July	N/A	October	9	January	8	April	8
August	9 (golf)	November	13	February	12	May	13
September	11	December	11	March	11	June	10

Regular Meeting

Location Boomerang's Steak House; Moncton; NB

Chapter's Mailing

Address P.O. Box 1629, Moncton, NB, E1C 9X4

PRESIDENT

Name Dwight Scott # 05031856
 Address 5 Cross St
Riverside-Albert, NB
Canada, E4H 3Z4
 Business
 Name Retired
 Business# 506-882-9093 (Home)
 FAX# N/A
 EMAIL dgscott@nb.sympatico.ca

PRESIDENT-ELECT

Name Daniel Boudreau # 07980032
 Address 100 Cameron St.; Suite 5001
Moncton, NB
Canada, E1C 5Y6
 Business
 Name Enerplan Consultants
 Business# (506) 858-1300
 FAX# (506) 858-1906
 EMAIL dboudreau@enerplan.com

VICE PRESIDENT

Name Frederic Desjardins # 07997334
 Address 77 Vaughan Harvey Blvd., Suite 200
Moncton, NB
Canada, E1C 0K2
 Business
 Name The Maricor Group
 Business# (506) 857-8880
 FAX# (506) 859-8393
 EMAIL fdesjardins@maricor.ca

SECRETARY

Name Nicole Bourgeois # 07971078
 Address 38 Scoudouc River Rd
Scoudouc, NB
Canada, E4P 3T1
 Business
 Name Rae Mac Agencies Inc
 Business# (506) 856-8121
 FAX# N/A
 EMAIL nicole_bourgeois@rogers.com

TREASURER

Name Patti Crouse # 08051528
 Address 86 Arlington Dr
Moncton, NB
Canada, E1E 3J1
 Business
 Name Airsys Engineering
 Business# (506) 389-3077
 FAX# (506) 389-3050
 EMAIL pcrouse@nb.aibn.com

CHAPTER BOARD OF GOVERNORS

Name Damien Monk # 08018691
 Address 15 Windymere Dr.
Sackville; NB
Canada; E4L 4P7
 Business
 Name Ipex Inc.
 Business# (506) 856-0386
 FAX# (506) 536-4662
 EMAIL dammon@ipexinc.com

MANUAL FOR CHAPTER OPERATIONS

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PLEASE COMPLETE FORM AND EMAIL TO jkirksey@ashrae.org AND YOUR DRC.

CHAPTER BOARD OF GOVERNORS

Name Tyson Silliker # 08050071
Address 118 Sanford St
Riverview, NB
Canada, E1B 1H9
Business
Name Peerless Consulting Ltd
Business# (506) 387-3083
FAX# (506) 387-3089
EMAIL peerless@nb.aibn.com

CHAPTER BOARD OF GOVERNORS

Name Kenneth M. Martin (#05166474) # 166474
Address 418 Dover Rd
Dieppe, NB
Canada, E1A 7L6
Business
Name Brunswick Sheet Metal Ltd.
Business# (506) 859-4390
FAX# (506) 859-6959
EMAIL kmbrsm@aibn.com

CHAPTER BOARD OF GOVERNORS

Name Camille Chevarie # 07965527
Address 50 Cameron st
Moncton, NB
Canada, E1C 9A9
Business
Name Hatch/SGE Acres
Business# (506) 857-8708
FAX# (506) 857-8989
EMAIL cchevarie@sgeacres.com

CRC DELEGATE

Name Dwight Scott # 05031856
Address 5 Cross St
Riverside-Albert, NB
Canada, E4H 3Z4
Business
Name Retired
Business# 506-882-9093 (Home)
FAX# N/A
EMAIL dgscott@nb.sympatico.ca

CRC ALTERNATE

Name Daniel Boudreau # 07980032
Address 100 Cameron St.; Suite 5001
Moncton, NB
Canada, E1C 5Y6
Business
Name Enerplan Consultants
Business# (506) 858-1300
FAX# (506) 858-1906
EMAIL dboudreau@enerplan.com

MEMBERSHIP PROMOTION COMMITTEE CHAIR

Name Craig Brown # 08075877
Address 109 William Ave; Unit 5
Dartmouth, NS
Canada, B3B 2E3
Business
Name Trane Atlantic
Business# 506-855-3133
FAX# 506-855-3204
EMAIL cbrown3@trane.com

STUDENT ACTIVITIES COMMITTEE CHAIR

Name John Willden # 08034873
Address 1234 Mountain Rd
Moncton, NB
Canada, E2L 3V1
Business
Name New Brunswick Community College - Moncton
Business# (506) 856-2215
FAX# (506) 856-2239
EMAIL john.willden@gnb.ca

HISTORIAN OR HISTORICAL COMMITTEE CHAIR

Name John Willden # 08034873
Address 1234 Mountain Rd
Moncton, NB
Canada, E2L 3V1
Business
Name New Brunswick Community College - Moncton
Business# (506) 856-2215
FAX# (506) 856-2239
EMAIL john.willden@gnb.ca

CHAPTER TECHNOLOGY TRANSFER COMMITTEE CHAIR

Name Gerald Waselynychuk # 02039184
Address 120 Rideout St.
Moncton, NB
Canada, E1E 1E2
Business
Name Aquavap Indotec Agencies Inc
Business# 506-857-8788
FAX# 506-857-9890
EMAIL gerry@aquavap.com

RESEARCH PROMOTION COMMITTEE CHAIR

Name Frederic Desjardins # 07997334
Address 77 Vaughan Harvey Blvd., Suite 200
Moncton, NB
Canada, E1C 0K2
Business
Name The Maricor Group
Business# (506) 857-8880
FAX# (506) 859-8393
EMAIL fdesjardins@maricor.ca

NEWSLETTER EDITOR

Name Robert McEwen # 08072158
Address 77 Vaughan Harvey Blvd., Suite 200
Moncton, NB
Canada, E1C 0K2
Business
Name The Maricor Group
Business# (506) 857-8880
FAX# (506) 859-8393
EMAIL rmcewen@maricor.ca

HOMEPAGE EDITOR (WEBMASTER)

Name Kevin Clannon # 08048816
Address 186 Dieppe Blvd.
Dieppe, New Brunswick
Canada, E1A 6P8
Business
Name Master
Business# (506) 382-8625
FAX# (506) 382-8626
EMAIL kclannon@master.ca

Annual Report from the NB/PEI Chapter for 2007-2008

The year was quite successful on several counts. In August, with the organizational efforts of Gerry Waselynychuk and Dan Boudreau, the chapter hosted an excellent CRC for Region II. Most delegates appreciated the adjustment in agenda to suit airline schedules, and it was gratifying to see a number of families take advantage of the opportunity for a Maritime holiday as well.

We had an interesting variety of programs this year, including:

- September 11: Hydronic Cooling (26 in attendance)*
- October 9: Variable Speed Pumping (38 in attendance)*
- November 13: PolyCello Tour in Amherst (approximately 20)
- December 11: BACnet (32 in attendance)
- January 8: Efficiency NB (30 in attendance)
- February 19: Air/Air Recovery (22 in attendance)*
- March 11: Humidification (17 in attendance)
- April 8: Indoor Air Quality (42 in attendance)*
- May 7&8: MEET Show Seminars (~ 55 – 60 each day)

*Indicates program shared with the Halifax Chapter, with the speaker in Halifax on Monday night and Moncton on Tuesday.

Not counting the MEET seminars which were presented by ASHRAE Distinguished Lecturer, Tom Lawrence, and the PolyCello tour, our average meeting attendance was 38. Karen Rollins, another DL, from Canmore, Alberta, topped the attendance record this year with her presentation, "Confessions of an Indoor Air Quality Consultant."

Once again, we participated in the bi-annual MEET Show, a two-day trade show for Mechanical, Electrical and Electronic Technologies. Many people visited our booth, and 102 stopped long enough to sign our guest book. Seven new ASHRAE members were signed up for our chapter, and it looks as if the Halifax chapter has picked up a couple of new members themselves. We mailed five ASHRAE ball caps to the lucky winners of our business card draw. Several members of the Halifax Chapter assisted in staffing the booth, which was helpful in scheduling, and useful for exchanging ideas.

We anticipate continued cooperation between the chapters as Dan Boudreau and Jim Tse move into their new roles. The two chapters have also promoted each other's annual golf tournaments, and there is usually a good contingent of players crossing the border.

Respectfully submitted,

Dwight Scott
President, 2007-2008
ASHRAE NB/PEI Chapter

19 August 2008

Joel Primeau, Student Activities
joel.primeau@genivar.com

cc Dan Boudreau, P.Eng Incoming President of NBPEI Chapter

Student Activities Report – NB-PEI Chapter

Dear Joel Primeau:

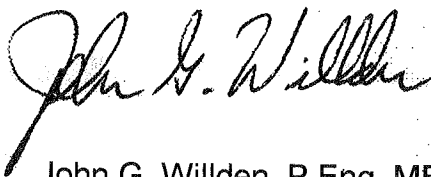
There were no written objectives for student activities this year.

There were several accomplishments in student activities however.

1. We signed up 24 students from Université de Moncton.
2. We signed up 7 students from NBCC Moncton.
3. We had students come to almost every event except for the Integrated Design Web cast.
4. Four of the seven NBCC Students did their work attachment at companies that are active in ASHRAE and were hired to work in the energy, HVAC and plumbing fields.
5. We held a Webcast at the Community College.
6. We handed out three scholarships and topped up a scholarship fund at a third institution.
7. We donated old ASHRAE Handbooks to the local Community College.
8. We paid the Society dues for the student members.
9. We organized a tour out of province for students and members. The students gas and meals were subsidized.
10. We gave free meals to student at their first meetings and subsidized their meals at every future meeting.
11. Students were encourage to participate in the MEET show and the distinguished lecturer presentations.

A poll was taken for students to join a Region II junket to the winter meeting. There was much interest but the junket didn't happen.

Sincerely,



John G. Willden, P.Eng. MBA – Student Activities Chair



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 03 September 9, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Nicole Bourgeois (NB)	Treasurer / Historian	nicole_bourgeois@rogers.com	856-8121
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764

Absent

Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com	854-7704
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc	Board of Governors	patricia.leblanc@jacqueswhitford.com	674-9145

Old Business Prior Meetings:

Action By:

- 4.3 MEET Show:
 Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)
Action August 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show. Carry Forward
Action September 9: Carry Forward
- 5.4 HVACR Heritage Express:
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect.??
 Action November 13: Make a note in the Herring choker for the link and DS will contact BM
 Action December 11: RM to follow up
Action September 9: Carry Forward
- 8.3 Collection of Chapter Dues by Society:
 Action Feb.19: An email from the Society indicates they are to collect the chapter dues. CB to look into that. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter membership list but is an ASHRAE member?
 Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.
 Action July 10: DB to contact Society regarding chapter dues
Action August 14: DB contacted Society, \$50.00 fee is no longer being charged to members. DB to obtain a list of members who paid for reimbursement. Chapter needs to call Society yearly to keep fee updated. Carry Forward
Action September 9: Carry Forward
- 8.6 Job Posting:
 Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
 Action July 10: RM to add advertisement to Choker, carry forward
Action September 9: Carry Forward
- 8.7 Meet show learning institute:
 Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
 Action March 11: Good idea Carried forward for next MEET show.
Action September 9: Carry Forward
- 12.3 Golf Tournaments
 Action June 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost - \$25.00, non members cost +\$25.00. This amount should be looked into each year.
Action September 9: Carry forward
- 12.4 Student Membership Transfer Forms
 Action June 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.
Action September 9: Carry forward

2008/2009 Meetings:

- 1.1 Bank Accounts:
Action August 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.
Action September 9: Carry forward

- 1.7 Scholarship Applicants: NB, FD, JS
 Action July 10: (JS), (PC), (NB) formed committee to select winner. Decision to be reached by next meeting.
Action August 14: Motion by (JS) for Jordan Gillis to be the winner of the scholarship, (FD) 2nd, passed unanimously. (JS) to write letter to unsuccessful candidate
Action September 9: NB to issue cheque for award. FD to mail cheque to Jordan Gillis. FD to forward application to JS to write required letter.
- 1.9 CRC in Montreal: NB
Action September 9: NB to issue cheques for outstanding CRC Hotel expenses
- 2.2 2008-2009 Meeting Location:
 (GW) received a note that Boomerangs will be re-opening in same location starting in October. McInnis Landing will be a temporary back up location.
Action September 9: Chapter awaiting confirmation from Boomerangs with opening date.
- 2.3 2008-2009 Program Line Up, Sponsors, Theme Nights: JS, RM, JC, GW
 Action August 14: (DB) to email revised schedule of line up to Executive discussed at meeting. (FD) to email (DB) with topic from DL for April meeting. (FD) to discuss honorarium with DL. (JS) to email (DB) with presenter name for Molson Tour. (RM) to post Molson Tour Rules in Choker.
Action September 9: JS to find out if room at Molson is licensed. RM to post student rules in Choker. JC to check with GW for Dectron sponsoring May Meeting. GW to confirm Corridor Resources for June Meeting.
- 2.4 Night/Afternoon @ Wildcats Game: DB
 January 25, 2009 is still the tentative date. Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending
Action September 9: Carry Forward
- 2.6 Budget for 2008-2010: DB
 Action August 14: Carried forward to next meeting
Action September 9: Carry Forward

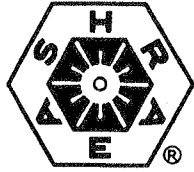
New Business September Meeting:

- 3.1 Chair Reports September 9: ALL
CTTC (CB) – MBO to be forwarded to DB by September 15th so that DB can forward to the DRC by October 1st
Membership (KC) – DB to contact KC regarding Student Branch Visitation. MBO to be forwarded to DB by September 15th so that DB can forward to DRC by October 1st.
Research / Promotion (FD) – no updates, MBO to be forwarded to DB by September 15th so that DB can forward to DRC by October 1st
Student Activities (PC/JW) – PC will be new Chair, DB to change in CIQ. MBO to be forwarded to DB by September 15th so that DB can forward to DRC by October 1st.
Historian (NB/JW) – NB will be new Chair, DB to Change in CIQ, NB currently working on Leadership interview. MBO to be forwarded to DB by September 15th so that DB can forward to DRC by October 1st
Treasurer (NB) – NB to obtain remainder of treasury items from PC.
 Newsletter (RM) – no updates
 PAOE (JW) – DB to meet with JW to advise how to manage points
- 3.2 CRC 2008 Wrap Up: DB
Action September 9: DB to write up final report for Chapter. DB advised that Chapter did very well in regards to awards. DB advised that CRC will be held in Windsor next year.
- 3.3 Phone Committee Volunteers: DS, JS
Action September 9: All in favor of changing phone reminders to email reminders of upcoming meeting. DS to update and create a master list of members. JS to be back-up to DS for emailing reminders.

- 3.4 **(YEA) in ASHRAE within our Membership:** **DS, KC**
Action September 9: DB to follow up with KC to form a list of qualifying YEA. KC to sign up eligible members.
- 3.5 **Website Update:** **DB, RM**
Action September 9: DB to speak to RM regarding new web design.
- 3.6 **Program Date Changes:** **FD, JC, GW**
Action September 9: DL changed to April 7. FD to obtain DL itinerary in New Year. JC to approach GW with November 11th meeting date change to November 18th. JC to email CB with response. December 9th meeting: Speaker still unconfirmed. All in favor of having Christmas Dinner with spouses if presentation does not go ahead as planned.
- 3.7 **Golf Tournament:** **CB, FD**
Action September 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament

Meeting adjourned 17:00 hr.

Next executive meeting at 12:00pm, October 14, 2008.
Meeting will be at the Moncton Northeast Construction Association.



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ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 04
October 14, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Nicole Bourgeois (NB)	Treasurer / Historian	nicole_bourgeois@rogers.com nbourgeois@heritagemanagement.ca	856-8121
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
<u>Absent</u>			
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

4.3 **MEET Show:**

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action August 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show. Carry Forward

Action October 14: Carry Forward

5.4 **HVACR Heritage Express:**

www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect.??

Action November 13: Make a note in the Herring choker for the link and DS will contact BM

Action December 11: RM to follow up

Action October 14: Carry Forward

8.3 **Collection of Chapter Dues by Society:**

Action Feb.19: An email from the Society indicates they are to collect the chapter dues. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?

Action March 11: everyone is an area assigned member; therefore, they do not pay chapter dues.

Action July 10: DB to contact Society regarding chapter dues

Action August 14: DB contacted Society, \$50.00 fee is no longer being charged to members. DB to obtain a list of members who paid for reimbursement. Chapter needs to call Society yearly to keep fee updated. Carry Forward

Action October 14: DB advised there is \$1200 in refunds to be issued once the list of members charged is complete.

8.6 **Job Posting:**

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action July 10: RM to add advertisement to Choker, carry forward

Action October 14: Carry Forward

8.7 **Meet show learning institute:**

Action Feb.19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action March 11: Good idea Carried forward for next MEET show.

Action October 14: Carry Forward

12.3 **Golf Tournaments**

Action June 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action October 14: Carry forward

12.4 **Student Membership Transfer Forms**

Action June 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action October 14: Carry forward

2008/2009 Meetings:

1.1 **Bank Accounts:**

Action August 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.

Action October 14: Carry forward

- 1.7 Scholarship Applicants:
Action July 10: (JS), (PC), (NB) formed committee to select winner. Decision to be reached by next meeting.
Action August 14: Motion by (JS) for Jordan Gillis to be the winner of the scholarship, (FD) 2nd, passed unanimously. (JS) to write letter to unsuccessful candidate
Action September 9: NB to issue cheque for award. FD to mail cheque to Jordan Gillis. FD to forward application to JS to write required letter.
Action October 14: NB issued cheque for Jordan Gillis, FD to forward to Mike Gillis. JS confirmed letter written.
- 2.2 2008-2009 Meeting Location:
(GW) received a note that Boomerangs will be re-opening in same location starting in October. McInnis Landing will be a temporary back up location.
Action October 14: Chapter awaiting confirmation from Boomerangs with opening date.
- 2.3 2008-2009 Program Line Up, Sponsors, Theme Nights:
Action August 14: (DB) to email revised schedule of line up to Executive discussed at meeting. (FD) to email (DB) with topic from DL for April meeting. (FD) to discuss honorarium with DL.
Action September 9: GW to confirm Corridor Resources for June Meeting.
Action October 14: Carry Forward
- 2.4 Night/Afternoon @ Wildcats Game: DB, RM
Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending
Action October 4: February 22 is confirmed date of game. RM to add announcement to Choker
- 2.6 Budget for 2008-2009: DB
Action August 14: Carried forward to next meeting
Action October 14: Carry Forward
- 3.3 Phone Committee Volunteers: RM; DS
Action September 9: All in favor of changing phone reminders to email reminders of upcoming meeting. DS to update and create a master list of members. JS to be back-up to DS for emailing reminders.
Action October 14: RM to add note to Choker for members not receiving monthly issue to contact DS with current address information.
- 3.4 (YEA) in ASHRAE within our Membership: KC
Action September 9: DB to follow up with KC to form a list of qualifying YEA. KC to sign up eligible members.
Action October 14: KC is currently updating list of YEA. KC to send list of names to Ashrae
- 3.5 Website Update: KC
Action September 9: DB to speak to RM regarding new web design.
Action October 14: New web design is too expensive. Quote for host obtained by DB is \$300. KC to look into alternate prices and options.
- 3.6 Program Date Changes: JS
Action September 9: DL changed to April 7. FD to obtain DL itinerary in New Year. JC to approach GW with November 11th meeting date change to November 18th. JC to email CB with response. December 9th meeting: Speaker still unconfirmed. All in favor of having Christmas Dinner with spouses if presentation does not go ahead as planned.
Action October 14: November meeting changed date to November 18th. December 9th meeting still unconfirmed. 45 day notice will be given by Wind Energy. Honeywell confirmed as sponsor.
- 3.7 Golf Tournament: CB
Action September 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament
Action October 14: CB will contact Club to reserve date. FD confirmed hole sponsors have been invoiced.

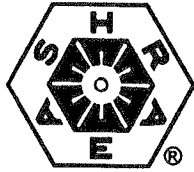
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New Business October Meeting:

- 1.1 **2008-2009 Meeting Location:** Boomerangs is set to be meeting location starting in November. DB
DB to keep in contact with Vicky for details.
- 1.2 **Chair Reports October 14:** ALL
CTTC (CB) – No Updates
Membership (KC) – KC confirmed visiting Saint John next week. KC to bring membership forms with him.
Research / Promotion (FD) – Executive Members to bring in \$100 cheques for High Five.
Members are: DB, JW, DS, FD, NB, JC
Student Activities (NB/JW) – JW to be liaison for student branch set up in Moncton. KC to be liaison for Saint John.
Historian (NB / JW) – No Updates
Treasurer (NB) – No Updates
Newsletters (RM) – No Updates
PAOE (JW) – JW to enter updates every month
- 1.3 **Chapter Honours & Awards Committee:** DB, JW, DS, NB have formed committee. JW to JW
bring in scholarship application for review by committee.
- 1.4 **Solar Heating Seminar:** Executive showed no objections to hosting seminar. LD to be liaison LD
to obtain more information

Meeting adjourned 16:45 hr.

**Next executive meeting at 3:30pm, November 18, 2008.
Meeting will be held at the City Grill Restaurant (formerly Boomerangs)**



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

**NB/PEI CHAPTERS
Minutes of Meeting # 05
November 18, 2008**

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Nicole Bourgeois (NB)	Treasurer / Historian	nicole_bourgeois@rogers.com nbourgeois@heritagemanagement.ca	856-8121
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764

Absent

Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

4.3 MEET Show:

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show. Carry Forward

Action Nov 18: Carry Forward

5.4 HVACR Heritage Express:

www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect.??

Action Nov 13: Make a note in the Herring choker for the link and DS will contact BM

Action Dec 11: RM to follow up

Action Nov 18: Carry Forward

8.3 Collection of Chapter Dues by Society:

DB, NB

Action Feb.19: An email from the Society indicates they are to collect the chapter dues. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?

Action Mar 11: everyone is an area assigned member; therefore, they do not pay chapter dues.

Action Jul 10: DB to contact Society regarding chapter dues

Action Aug 14: DB contacted Society, \$50.00 fee is no longer being charged to members. DB to obtain a list of members who paid for reimbursement. Chapter needs to call Society yearly to keep fee updated. Carry Forward

Action Oct 14: DB advised there is \$1200 in refunds to be issued once the list of members charged is complete.

Action Nov 18: \$600 in refunds donated by members to RP, \$350 to be refunded to other members, \$250 is still undetermined. DB to issue memo to remaining members. If no response is received, money will be transferred to RP. NB to issue \$600 cheque to RP. NB to issue cheques to members requiring refunds.

8.6 Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action Jul 10: RM to add advertisement to Choker, carry forward

Action Nov 18: Carry Forward

8.7 Meet show learning institute:

Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action Mar 11: Good idea Carried forward for next MEET show.

Action Nov 18: Carry Forward

12.3 Golf Tournaments

Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action Nov 18: Carry forward

12.4 Student Membership Transfer Forms

Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action Nov 18: Carry forward

2008/2009 Meetings:

- 1.1 Bank Accounts:
Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.
Action Nov 18: Carry forward
- 2.2 2008-2009 Meeting Location:
 (GW) received a note that Boomerangs will be re-opening in same location starting in October. McInnis Landing will be a temporary back up location.
Action Oct 14: Chapter awaiting confirmation from Boomerangs with opening date.
Action Nov 18: City Grill is open and will be the meeting location for the 2008/09 year.
- 2.3 2008-2009 Program Line Up, Sponsors, Theme Nights: GW, KC
Action Aug 14: (DB) to email revised schedule of line up to Executive discussed at meeting. (FD) to email (DB) with topic from DL for April meeting. (FD) to discuss honorarium with DL.
Action Sep 9: GW to confirm Corridor Resources for June Meeting.
Action Nov 18: GW to update status of June Meeting Topic. March Meeting is open. KC to approach Manufacturer.
- 2.4 Night/Afternoon @ Wildcats Game: RM
 Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending
Action Oct 14: Feb 22 is confirmed date of game. RM to add announcement to Choker
Action Nov 18: Forms sent out by RM to all members with a Jan 30th deadline.
- 3.3 Phone Committee Volunteers: RM, DS
Action Sep 9: All in favor of changing phone reminders to email reminders of upcoming meeting. DS to update and create a master list of members. JS to be back-up to DS for emailing reminders.
Action Oct 14: RM to add note to Choker for members not receiving monthly issue to contact DS with current address information.
Action Nov 18: Note not in Choker, RM to add to next issue.
- 3.4 (YEA) in ASHRAE within our Membership:
Action Sept 9: DB to follow up with KC to form a list of qualifying YEA. KC to sign up eligible members.
Action Oct 14: KC is currently updating list of YEA. KC to send list of names to Ashrae
Action Nov 18: Carry Forward
- 3.5 Website Update: DB
Action Sep 9: DB to speak to RM regarding new web design.
Action Oct 14: New web design is too expensive. Quote for host obtained by DB is \$300. KC to look into alternate prices and options.
Action Nov 18: DB to set up with host for a cost to the Chapter of \$300 plus labour for any changes required.
- 3.6 Program Date Changes:
Action Sep 9: DL changed to April 7. FD to obtain DL itinerary in New Year. JC to approach GW with Nov 11th meeting date change to Nov 18th. JC to email CB with response. Dec 9th meeting: Speaker still unconfirmed. All in favor of having Christmas Dinner with spouses if presentation does not go ahead as planned.
Action Oct 14: November meeting changed date to November 18th. December 9th meeting still unconfirmed. 45 day notice will be given by Wind Energy. Honeywell confirmed as sponsor.
Action Nov 18: Honeywell/Wind Energy will not be the Sponsor/Topic for the December Meeting. Christmas Dinner with Prime Rib served to be held.
- 3.7 Golf Tournament: CB
Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament
Action Oct 14: CB will contact Club to reserve date. FD confirmed hole sponsors have been invoiced.
Action Nov 18: CB to keep trying to contact Golf Club
- 4.3 Chapter Honours & Awards Committee: DB, JW, DS, NB have formed committee. JW to bring in JW scholarship application for review by committee.
Action Nov 18: Carry Forward

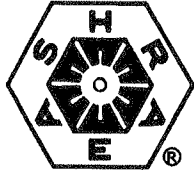
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- 4.4 Solar Heating Seminar: Executive showed no objections to hosting seminar. LD to be liaison to obtain LD more information
Action Nov 18: Carry Forward

New Business November Meeting:

- 5.1 Chair Reports Nov 18: ALL
CTTC (CB) – No Updates
Membership (KC) – 13 Student Member applications received from NBCC Saint John. Interest has been shown in reviving Student Branch there as well.
Research / Promotion (FD) – Our Chapter is currently in 1st place. \$3150 collected to date. Chapter on track to meet goal. All golf hole sponsors have paid.
Student Activities (NB/JW) – 35 people attended tour, 8 were students,
Historian (NB / JW) – No Updates
Treasurer (NB) – No Updates
Newsletters (RM) – No Updates
PAOE (JW) – JW to obtain information from RP & Membership
5.2 NBCC Moncton Scholarship: JW to advise students of deadline for scholarship application. JW, NB NBCC Saint John scholarship awarded. NB to send cheque. Doug Scott will present award.
5.3 2008-2010 Budget: Budget presented by DB, Motion by DS to accept the budget, JS 2nd, passed unanimously.

Meeting adjourned 16:30 hr.

Next executive meeting December 9, 2008 @ 3:30pm
Meeting will be held at the City Grill Restaurant



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 06 December 9, 2008

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Nicole Bourgeois (NB)	Treasurer / Historian	nicole_bourgeois@rogers.com nbourgeois@heritagemanagement.ca	856-8121
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
<u>Absent</u>			
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Patricia LeBlanc (PL)	Board of Governors	leblanc@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

- 4.3 **MEET Show:**
 Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)
Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show. Carry Forward
Action Dec 9: Carry Forward
- 5.4 **HVACR Heritage Express:**
www.hhc-canada.net - Should we publicize it in the Choker/High School/Ect.??
Action Nov 13: Make a note in the Herring choker for the link and DS will contact BM
Action Dec 11: RM to follow up
Action Dec 9: Carry Forward
- 8.3 **Collection of Chapter Dues by Society:**
 Action Feb.19: An email from the Society indicates they are to collect the chapter dues. Will the PAOE be affected? For the NB/PEI chapter who is not on the chapter member ship list but is an ASHRAE member?
 Action Mar 11: everyone is an area assigned member; therefore, they do not pay chapter dues.
 Action Jul 10: DB to contact Society regarding chapter dues
 Action Aug 14: DB contacted Society, \$50.00 fee is no longer being charged to members. DB to obtain a list of members who paid for reimbursement. Chapter needs to call Society yearly to keep fee updated. Carry Forward
 Action Oct 14: DB advised there is \$1200 in refunds to be issued once the list of members charged is complete.
 Action Nov 18: \$600 in refunds donated by members to RP, \$350 to be refunded to other members, \$250 is still undetermined. DB to issue memo to remaining members. If no response is received, money will be transferred to RP. NB to issue \$600 cheque to RP. NB to issue cheques to members requiring refunds.
Action Dec 9: \$800 total transferred to RP. \$350 to be refunded to members. NB received a list from DB to issue cheques.
- 8.6 **Job Posting:**
 Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
 Action Jul 10: RM to add advertisement to Choker, carry forward
Action Dec 9: Carry Forward
- 8.7 **Meet show learning institute:**
 Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
 Action Mar 11: Good idea Carried forward for next MEET show.
Action Dec 9: Carry Forward
- 12.3 **Golf Tournaments**
 Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.
Action Dec 9: Carry forward
- 12.4 **Student Membership Transfer Forms**
 Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.
Action Dec 9: Carry forward

DB, NB

2008/2009 Meetings:

- 1.1 Bank Accounts:
Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.
Action Dec 9: Carry forward
- 2.3 2008-2009 Program Line Up, Sponsors, Theme Nights: GW, KC, CB
Action Aug 14: (DB) to email revised schedule of line up to Executive discussed at meeting. (FD) to email (DB) with topic from DL for April meeting. (FD) to discuss honorarium with DL.
Action Sep 9: GW to confirm Corridor Resources for June Meeting.
Action Nov 18: GW to update status of June Meeting Topic. March Meeting is open. KC to approach Manufacturer.
Action Dec 9: March will be designated Refrigeration Night. Speaker Jim Thomas has been confirmed. CB & KC to check on sponsorship for meeting.
- 2.4 Night/Afternoon @ Wildcats Game: RM
Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending
Action Oct 14: Feb 22 is confirmed date of game. RM to add announcement to Choker
Action Nov 18: Forms sent out by RM to all members with a Jan 30th deadline.
Action Dec 9: Carry Forward
- 3.5 Website Update: DB
Action Sep 9: DB to speak to RM regarding new web design.
Action Oct 14: New web design is too expensive. Quote for host obtained by DB is \$300. KC to look into alternate prices and options.
Action Nov 18: DB to set up with host for a cost to the Chapter of \$300 plus labour for any changes required.
Action Dec 9: New Web Site host has been set up. Updates are being done to site.
- 3.7 Golf Tournament: CB
Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament
Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.
Action Nov 18: CB to keep trying to contact Golf Club
Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament
- 4.3 Chapter Honours & Awards Committee: DB, JW, DS, NB have formed committee. JW to bring in DB, JW, DS, NB scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
- 4.4 Solar Heating Seminar: Executive showed no objections to hosting seminar. LD to be liaison to obtain LD, RM more information
Action Dec 9: Speakers Biography & information has been forwarded to RM to be put in next edition of the Choker. Confirmed date of seminar is Wednesday January 14th, 2009. There will be no registration fee charged. Session will last ½ day. Start time of seminar will be 9:00am. Location will be @ the Holiday Inn Express, Mountain Rd. RM to send out group email to advertise.

New Business December Meeting:

- 6.1 Chair Reports Dec 9: ALL
CTTC (CB) – No Updates
Membership (KC) – 2 new members for our chapter this month. PC to check into guidelines for Student Branch requirements.
Research / Promotion (FD) – No Updates
Student Activities (NB/JW) – NBCC Moncton Scholarship to be decided by Sub-Committee after Executive Meeting.
Historian (NB / JW) – No Updates

Treasurer (NB) – No Updates

Newsletters (RM) – No Updates

PAOE (JW) – 2 new members to be added for points. Our Chapter is currently in 2nd place.

6.2 AXR Expo VIP Invitations: DB still has passes available for anyone wishing to attend. DB

6.3 Donations to Ashrae Society: DB to follow up with Chuck Edwards inquiry. DB

Meeting adjourned 16:20 hr.

Next executive meeting January 13, 2008 @ 3:30pm
Meeting will be held at the City Grill Restaurant



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 07 January 13, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
<u>Absent</u>			
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Nicole Bourgeois (NB)	Treasurer / Historian	bsmmtc@hotmail.com	389-1350 Ext 122
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
Patricia LeBlanc (PL)	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

4.3 MEET Show:

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.

Action Jan 13: Carry Forward

8.6 Job Posting:

RM

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action Jul 10: RM to add advertisement to Choker, carry forward

Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.

8.7 Meet show learning institute:

Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action Mar 11: Good idea Carried forward for next MEET show.

Action Jan 13: Carry Forward

12.3 Golf Tournaments

Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action Jan 13: Carry forward

12.4 Student Membership Transfer Forms

Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action Jan 13: Carry forward

2008/2009 Meetings:

1.1 Bank Accounts:

Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.

Action Jan 13: Carry forward

2.4 Night/Afternoon @ Wildcats Game:

RM, DB

Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending

Action Oct 14: Feb 22 is confirmed date of game. RM to add announcement to Choker

Action Nov 18: Forms sent out by RM to all members with a Jan 30th deadline.

Action Jan 13: 16 people have signed up to date

3.7 Golf Tournament:

CB

Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament

Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.

Action Nov 18: CB to keep trying to contact Golf Club

Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament

Action Jan 13: Carry Forward

- 4.3 **Chapter Honours & Awards Committee:** DB, JW, DS, NB have formed committee. JW to bring in **DB, JW, DS, NB** scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
Action Jan 13: Carry Forward
- 4.4 **Solar Heating Seminar:** Executive showed no objections to hosting seminar. LD to be liaison to obtain **LD** more information
Action Dec 9: Speakers Biography & information has been forwarded to RM to be put in next edition of the Choker. Confirmed date of seminar is Wednesday January 14th, 2009. There will be no registration fee charged. Session will last ½ day. Start time of seminar will be 9:00am. Location will be @ the Holiday Inn Express, Mountain Rd. RM to send out group email to advertise.
Action Jan 13: 18 attendees registered for seminar.

New Business January Meeting:

- 7.1 **Chair Reports Jan 13:** **ALL**
CTTC (CB) – CB to get guidelines off the internet for presentation outlines
Membership (KC) – 1 new possible member, KC to advise on sponsorship of March Meeting
Research / Promotion (FD) – \$2,750 raised to date
Student Activities (NB/JW) – PC to email LD Student Branch guidelines. LD to see if anyone is interested at U de M in becoming a member.
Historian (NB / JW) – No Updates
Treasurer (NB) – No Updates
Newsletters (RM) – No Updates
PAOE (JW) – No Updates
- 7.2 **AXR Expo VIP Invitations:** DB still has passes available for anyone wishing to attend. **DB**
- 7.3 **Scholarships:** Committee to review awarding scholarships in trade schools. DS to check with **DS, JW, DS** NBCC & Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program.
- 7.4 **Choker List:** A number of Choker's are being returned to the Chapter via mail. PC to **PC, RM** contact RM for updates on list.

Meeting adjourned 16:26 hr.

Next executive meeting February 10, 2008 @ 4:00pm
Meeting will be held at the City Grill Restaurant



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ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 08
February 10, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
<u>Absent</u>			
Nicole Bourgeois (NB)	Treasurer / Historian	bsmmtc@hotmail.com	389-1350 Ext 122
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc (PL)	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:**Action
By:**4.3 **MEET Show:**

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.

Action Feb 10: Carry Forward8.6 **Job Posting:**

Action Feb 19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action Jul 10: RM to add advertisement to Choker, carry forward

Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.

Action Feb 10: Carry Forward8.7 **Meet show learning institute:**

Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action Mar 11: Good idea Carried forward for next MEET show.

Action Feb 10: Carry Forward12.3 **Golf Tournaments**

Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action Feb 10: Carry forward12.4 **Student Membership Transfer Forms**

Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action Feb 10: Carry forward**2008/2009 Meetings:**1.1 **Bank Accounts:**

Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.

Action Feb 10: Carry forward2.4 **Night/Afternoon @ Wildcats Game:**

Costs will be \$10 for Members, \$15 for non-members, and \$5 for youth attending

Action Oct 14: Feb 22 is confirmed date of game. RM to add announcement to Choker

Action Nov 18: Forms sent out by RM to all members with a Jan 30th deadline.

Action Jan 13: 16 people have signed up to date

Action Feb 10: 52 People have signed up to date

3.7 **Golf Tournament:**

Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament

Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.

Action Nov 18: CB to keep trying to contact Golf Club

Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament

Action Feb 10: Carry Forward

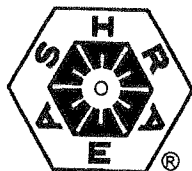
- 4.3 **Chapter Honours & Awards Committee:** DB, JW, DS, NB have formed committee. JW to bring in scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
Action Feb 10: Carry Forward
- 7.3 **Scholarships:** Committee to review awarding scholarships in trade schools. DS to check with NBCC & DS Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program.
Action Feb 10: DS Proposed New Scholarships for 2 Year HVAC Courses. \$750 to Holland College & \$750 to CCNB Edmundston. FD 1st, DB 2nd, Passed Unanimously. DS to make contacts.
- 7.4 **Choker List:** A number of Choker's are being returned to the Chapter via mail. PC to contact RM for PC, RM updates on list.
Action Feb 10: Carry Forward

New Business February Meeting:

- 8.1 **Chair Reports Feb 10:** ALL
CTTC (CB) – No Updates
Membership (KC) – 2 New Members, John McGuire & Ronald Rozee. John expressed interest in making a presentation to the Chapter.
Research / Promotion (FD) – \$3,250 raised to date. Goal is \$8,122. FD to start sending letters and making contacts for donations.
Student Activities (NB/JW) – No Updates
Historian (NB / JW) – No Updates
Treasurer (NB) – No Updates
Newsletters (RM) – No Updates
PAOE (JW) – No Updates
- 8.2 **Status of NBCC Moncton & NBCC Saint John Student Branches:** DB to forward guidelines DB, KC, JW to KC & JW for establishing Branch. KC to check Doug Scott's Membership Status. DB to review guidelines.
- 8.3 **Website Update:** DB to email RM with CRC minutes to put on website. DB, RM
- 8.4 **Distinguished Lecturer:** Keep Jean Bundock in mind as a possible speaker for April 2010.
- 8.5 **Distinguished Lecturer:** FD to send email to April 2009 speaker to confirm date & FD honorarium

Meeting adjourned 17:00 hr.

Next executive meeting March 10, 2008 @ 4:00pm
Meeting will be held at the City Grill Restaurant



ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 09
March 10, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
Nicole Bourgeois (NB)	Treasurer / Historian	bsmmtc@hotmail.com	383-3353
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
<u>Absent</u>			
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc (PL)	Board of Governors	leblanc@nb.sympatico.ca	674-9145

Old Business Prior Meetings:**Action
By:**

- 4.3 **MEET Show:**
 Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)
Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.
Action Mar 10: Carry Forward
- 8.6 **Job Posting:**
Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
Action Jul 10: RM to add advertisement to Choker, carry forward
Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.
Action Mar 10: Carry Forward
- 8.7 **Meet show learning institute:**
Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
Action Mar 11: Good idea Carried forward for next MEET show.
Action Mar 10: Carry Forward
- 12.3 **Golf Tournaments**
Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.
Action Mar 10: Carry forward
- 12.4 **Student Membership Transfer Forms**
Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.
Action Mar 10: Carry forward

2008/2009 Meetings:

- 1.1 **Bank Accounts:**
Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.
Action Mar 10: Carry forward
- 3.7 **Golf Tournament:**
Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament
Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.
Action Nov 18: CB to keep trying to contact Golf Club
Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament
Action Mar 10: Carry Forward
- 4.3 **Chapter Honours & Awards Committee:** DB, JW, DS, NB, PC have formed committee. JW to bring in scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
Action Mar 10: Carry Forward

- 7.3 Scholarships: Committee to review awarding scholarships in trade schools. DS to check with NBCC & DS Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program.
Action Feb 10: DS Proposed New Scholarships for 2 Year HVAC Courses. \$750 to Holland College & \$750 to CCNB Edmundston. FD 1st, DB 2nd, Passed Unanimously. DS to make contacts.
Action Mar 10: DS presented details of financial awards for students in HVAC programs. All agreed that a minimum average of 80% is required for student to apply.
Holland College – DS motion to accept Holland College’s Scholarship Proposal. DB 2nd, Passed Unanimously with changes as discussed.
CCNB Edmundston – DS motion to accept CCNB’s Scholarship Proposal. FD 2nd, Passed Unanimously with changes as discussed. DS to make changes to award proposals and submit.
- 7.4 Choker List: A number of Choker’s are being returned to the Chapter via mail. PC to contact RM for PC, RM updates on list.
Action Mar 10: Carry Forward
- 8.2 Status of NBCC Moncton & NBCC Saint John Student Branches: DB to forward guidelines to KC & JW KC, JW, DB for establishing Branch. KC to check Doug Scott’s Membership Status. DB to review guidelines.
Action Mar 10: JW obtained 12 signatures for Moncton Student Branch. DB signed Moncton Branch application. JW to fax to Society. KC left information and application with Doug Scott Re: Saint John Branch. Doug Scott to contact KC and advise of students interest.
- 8.4 Distinguished Lecturer: Keep Jean Bundock in mind as a possible speaker for April 2010.
Action Mar 10: Carry Forward
- 8.5 Distinguished Lecturer: FD to send email to April 2009 speaker to confirm date & honorarium FD
Action Mar 10: FD advised April meeting arrangements are confirmed. DL advised that honorarium was negotiable. FD motioned for \$250 donation be made to RP in lieu of honorarium in DL’s name. DB 2nd, Passed Unanimously. FD to contact NS Chapter to see if they would make the same donation.

New Business March Meeting:

- 9.1 Chair Reports Mar 10: ALL
CTTC (CB) – CB to bring list of DL to April meeting for review
Membership (KC) – JW to approach students in the Alternate Energy Course for Moncton Student Branch Membership
Research / Promotion (FD) – \$3,500 raised to date. Goal is \$8,122. FD sent out all solicitation letters. Moncton is in 2nd place regionally.
Student Activities (PC/JW) – PC is actively seeking potential research grantors
Historian (NB / JW) – Pictures taken of Chapter events sent to RM to be posted on website
Treasurer (NB) – Maturing Deposit & Income Tax Forms received. Income Tax for to be filed. NB to advise Omista to roll in funds for another year
Newsletters (RM) – FD to send a list to RM of RP donors. RM to post in Monthly Newsletter
PAOE (JW) – No Updates
- 9.2 Night/Afternoon @ Wildcats Game: DB to email NB & FD list of members who haven’t paid DB, NB, FD for tickets.
- 9.3 Upcoming ASHRAE Webcast – April 22, 2009: Members have been asked to promote webcast during office hours
- 9.4 YEA Weekend: Invitation for weekend received. KC to prepare notice of expression of KC interest to be posted in Choker. KC to obtain Agenda for weekend.
- 9.5 MNECA – Building for the Future Donation: DS moved for Chapter to be a \$500 Gold NB Sponsor, DB 2nd, Passed Unanimously. NB to fill in donation form and issue cheque.
- 9.6 Executive Positions 2009-2010: Expressions of Interest and nominations to be sent to DB DB
- 9.7 Video Tapes of Monthly Meetings: Suggestion made to video tape monthly meetings and post JW, FD on website for members that cannot attend. JW to see if he can borrow camera from school. FD to ask DL’s permission to tape April presentation.
- 9.8 Facebook: PC to look into creating a profile for Ashrae NB/PEI to generate student interest. PC Details to be discussed at next meeting.

Meeting adjourned 17:10 hr.

Next executive meeting April 7, 2008 @ 4:00pm
Meeting will be held at the City Grill Restaurant



ASHRAE
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS
Minutes of Meeting # 10
April 7, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
<u>Absent</u>			
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
Nicole Bourgeois (NB)	Treasurer / Historian	bsmmtc@hotmail.com	383-3353
Patti Crouse (PC)	Board of Governors/Student Activities	p.e.c@rogers.com patty.crouse@pwgsc.gc.ca	854-7704
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc (PL)	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

- 4.3 **MEET Show:**
Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)
Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.
Action April 7: Carry Forward
- 8.6 **Job Posting:**
Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.
Action Jul 10: RM to add advertisement to Choker, carry forward
Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.
Action April 7: Carry Forward
- 8.7 **Meet show learning institute:**
Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.
Action Mar 11: Good idea Carried forward for next MEET show.
Action April 7: Carry Forward
- 12.3 **Golf Tournaments**
Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.
Action April 7: Carry forward
- 12.4 **Student Membership Transfer Forms**
Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.
Action April 7: Carry forward

2008/2009 Meetings:

- 1.1 **Bank Accounts:**
Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.
Action April 7: Carry forward
- 3.7 **Golf Tournament:**
Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament
Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.
Action Nov 18: CB to keep trying to contact Golf Club
Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament
Action April 7: GW to design application form for this year's tournament.
- 4.3 **Chapter Honours & Awards Committee:** DB, JW, DS, NB, PC have formed committee. JW to bring in scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
Action April 7: Carry Forward

GW

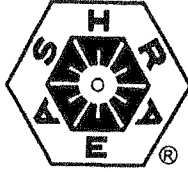
- 7.3 Scholarships: Committee to review awarding scholarships in trade schools. DS to check with NBCC & Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program. **GW, DS**
Action Feb 10: DS Proposed New Scholarships for 2 Year HVAC Courses. \$750 to Holland College & \$750 to CCNB Edmundston. FD 1st, DB 2nd, Passed Unanimously. DS to make contacts.
Action Mar 10: DS presented details of financial awards for students in HVAC programs. All agreed that a minimum average of 80% is required for student to apply.
Holland College – DS motion to accept Holland College's Scholarship Proposal. DB 2nd, Passed Unanimously with changes as discussed.
CCNB Edmundston – DS motion to accept CCNB's Scholarship Proposal. FD 2nd, Passed Unanimously with changes as discussed. DS to make changes to award proposals and submit.
Action April 7: Edmundston awards ceremony is in June. GW to contact Justin Beaulieu of Beaulieu Plumbing & Mechanical to present award on behalf of Chapter. DS to forward GW with date of Ceremony.
- 7.4 Choker List: A number of Choker's are being returned to the Chapter via mail. PC to contact RM for updates on list. **PC, RM**
Action April 7: Carry Forward
- 8.2 Status of NBCC Moncton & NBCC Saint John Student Branches: DB to forward guidelines to KC & JW for establishing Branch. KC to check Doug Scott's Membership Status. DB to review guidelines. **KC**
Action Mar 10: JW obtained 12 signatures for Moncton Student Branch. DB signed Moncton Branch application. JW to fax to Society. KC left information and application with Doug Scott Re: Saint John Branch. Doug Scott to contact KC and advise of students interest.
Action April 7: Moncton Student Branch is officially established. KC to be liaison for Saint John Branch.
- 8.4 Distinguished Lecturer: Keep Jean Bundock in mind as a possible speaker for April 2010.
Action April 7: Carry Forward
- 8.5 Distinguished Lecturer: FD to send email to April 2009 speaker to confirm date & honorarium **DB, NB**
Action Mar 10: FD advised April meeting arrangements are confirmed. DL advised that honorarium was negotiable. FD motioned for \$250 donation be made to RP in lieu of honorarium in DL's name. DB 2nd, Passed Unanimously. FD to contact NS Chapter to see if they would make the same donation.
Action April 7: DB to check with NB to confirm if RP donation cheque was issued.
- 9.1 Newsletters – FD to send a list to RM of RP donors. RM to post in Monthly Newsletter **FD, RM**
Action April 7: Carry Forward
- 9.2 Night/Afternoon @ Wildcats Game: DB to email NB & FD list of members who haven't paid for tickets. **DB, NB**
Action April 7: DB to check with NB to confirm all outstanding tickets have been paid
- 9.6 Executive Positions 2009-2010: Expressions of Interest and nominations to be sent to DB
Action April 7: DB announced all positions have been filled as follows:
President: John Willden, President Elect: Bob McEwen, Vice President: Dan Boudreau, Secretary: Jennifer Chapman, Treasurer: Nicole Bourgeois, CTTC Chair: John Sparks, Membership/Promotion: Kevin Clannon, Research Promotion: Dan Boudreau, Student Activities: Patti Crouse, Historian: Dwight Scott, Newsletter: Yves Savoie, Webmaster: Yves Savoie, Board of Governors: Richard MacArthur, Luc Dugas, Fred Desjardins, Mathieu Breau, Gerry Waselynychuk, Craig Brown.
- 9.7 Video Tapes of Monthly Meetings: Suggestion made to video tape monthly meetings and post on website for members that cannot attend. JW to see if he can borrow camera from school. FD to ask DL's permission to tape April presentation. **JW, RM**
Action April 7: JW to tape presentation at tonight's meeting. JW to post on video website. Link for video to be published in Choker.
- 9.8 Facebook: PC to look into creating a profile for Ashrae NB/PEI to generate student interest. Details to be discussed at next meeting. **JW**
Action April 7: All agreed this should be done at the Society Atlanta level. Chapter to investigate motion for CRC to establish Facebook / Bulletin Board for EIT, New Members, YEA etc. JW to start by investigating website to see what the Society currently has.

New Business March Meeting:

- 10.1 **Chair Reports Mar 10:** ALL
- CTTC (CB)** – No Updates, DL list to be discussed for next year during summer executive meetings.
- Membership (KC)** – No Updates, JW to approach students in the Alternate Energy Course for Moncton Student Branch Membership
- Research / Promotion (FD)** – \$6,025 raised to date. 75% of Goal has been reached.
- Student Activities (PC/JW)** – no updates
- Historian (NB / JW)** – no updates
- Treasurer (NB)** – no updates
- Newsletters (RM)** – Feb & Mar Choker's not posted on website. DB to speak to RM regarding website updates. DB to find out how many hits we have per month on site.
- PAOE (JW)** – 3321 points to date. JW to send email to RVC's to update their portions.
- 10.2 **Upcoming ASHRAE Webcast:** Student Branch in Moncton to set up viewing at NBCC. JW JW to book a room.
- 10.3 **CRC 2009 Assessment:** Chapter dues for Moncton are \$690.00. DB to ask NB to issue DB, NB cheque.
- 10.4 **DL Transportation Fees:** Society pays all transportation fees incurred by DL.
- 10.5 **Juggling of May & June Programs:** GW confirmed to have switched programs. May will be GW Variable Frequency Drives & Motors. June will be Dehumidification. GW to make contacts & arrangements.

Meeting adjourned 17:00 hr.

Next executive meeting May 12, 2008 @ 4:00pm
Meeting will be held at the City Grill Restaurant



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 11 May 12, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Nicole Bourgeois (NB)	Treasurer / Historian	nicole.bourgeois@pwgsc.gc.ca	383-3353
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Patti Crouse (PC)	Board of Governors/Student Activities	nbraemac@nbnet.nb.ca	856-8389
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
<u>Absent</u>			
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
Patricia LeBlanc (PL)	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action
By:

4.3 MEET Show:

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.

Action May 12: Carry Forward

8.6 Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action Jul 10: RM to add advertisement to Choker, carry forward

Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.

Action May 12: Carry Forward

8.7 Meet show learning institute:

Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action Mar 11: Good idea Carried forward for next MEET show.

Action May 12: Carry Forward

12.3 Golf Tournaments

Action Jun 10: FD proposed that every team has to have a member. This would be for next year. FD Motion, GW 2nd all carried. Membership # should be on the application form. \$1,800.00 should go to the RP regardless of the outcome of the tournament. Subsidiaries for members cost -\$25.00, non members cost +\$25.00. This amount should be looked into each year.

Action May 12: Carry forward

12.4 Student Membership Transfer Forms

Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action May 12: Carry forward

2008/2009 Meetings:

1.1 Bank Accounts:

Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.

Action May 12: Carry forward

3.7 Golf Tournament:

Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament

Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.

Action Nov 18: CB to keep trying to contact Golf Club

Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament

Action April 7: GW to design application form for this year's tournament.

Action May 12: Date of Tournament to remain the same. Ashrae NB/PEI costs are \$105 PP. Fees on registration form to be Members \$80, Non-Members \$130. DB proposed addition to registration form. Any Ashrae non-member who registers for this tournament and signs up to be an NB/PEI Chapter Member by September 30th, 09 will receive a rebate of \$50 towards their membership dues. FD 1st, PC 2nd, Passed Unanimously. DB to modify application and forward to Executive via Email for review.

DB

- 4.3 Chapter Honours & Awards Committee: DB, JW, DS, NB, PC have formed committee. JW to bring in scholarship application for review by committee.
Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.
- 7.3 Action May 12: Carry Forward
Scholarships: Committee to review awarding scholarships in trade schools. DS to check with NBCC & Holland College for applicable HVAC courses. All agreed to look for a course without a current scholarship program. **DS, NB**
Action Feb 10: DS Proposed New Scholarships for 2 Year HVAC Courses. \$750 to Holland College & \$750 to CCNB Edmundston. FD 1st, DB 2nd, Passed Unanimously. DS to make contacts.
Action Mar 10: DS presented details of financial awards for students in HVAC programs. All agreed that a minimum average of 80% is required for student to apply.
Holland College – DS motion to accept Holland College’s Scholarship Proposal. DB 2nd, Passed Unanimously with changes as discussed.
CCNB Edmundston – DS motion to accept CCNB’s Scholarship Proposal. FD 2nd, Passed Unanimously with changes as discussed. DS to make changes to award proposals and submit.
Action April 7: Edmundston awards ceremony is in June. GW to contact Justin Beaulieu of Beaulieu Plumbing & Mechanical to present award on behalf of Chapter. DS to forward GW with date of Ceremony.
Action May 12: Justin Beaulieu has confirmed presentation of award. DS to email NB date that cheque will be required, along with the name of the recipient. Holland College recipient to be rewarded in the Fall of 2009.
- 7.4 Choker List: A number of Choker’s are being returned to the Chapter via mail. PC to contact RM for updates on list. **PC**
Action May 12: PC to take care of returned Chokers. PC to get in touch with the UPS store to make changes.
- 8.2 Status of NBCC Moncton & NBCC Saint John Student Branches: DB to forward guidelines to KC & JW for establishing Branch. KC to check Doug Scott’s Membership Status. DB to review guidelines.
Action Mar 10: JW obtained 12 signatures for Moncton Student Branch. DB signed Moncton Branch application. JW to fax to Society. KC left information and application with Doug Scott Re: Saint John Branch. Doug Scott to contact KC and advise of students interest.
Action April 7: Moncton Student Branch is officially established. KC to be liaison for Saint John Branch.
Action May 12: Both Branches are up and running
- 8.4 Distinguished Lecturer: Keep Jean Bundock in mind as a possible speaker for April 2010.
Action May 12: Carry Forward
- 9.1 Newsletters – FD to send a list to RM of RP donors. RM to post in Monthly Newsletter **FD, RM**
Action May 12: Carry Forward
- 9.7 Video Tapes of Monthly Meetings: Suggestion made to video tape monthly meetings and post on website for members that cannot attend. JW to see if he can borrow camera from school. FD to ask DL’s permission to tape April presentation.
Action April 7: JW to tape presentation at tonight’s meeting. JW to post on video website. Link for video to be published in Choker.
Action May 12: Camera was in the wrong place for recording. Quality wasn’t good enough. Carry forward for recording of DL’s next year.
- 9.8 Facebook: PC to look into creating a profile for Ashrae NB/PEI to generate student interest. Details to be discussed at next meeting. **PC**
Action April 7: All agreed this should be done at the Society Atlanta level. Chapter to investigate motion for CRC to establish Facebook / Bulletin Board for EIT, New Members, YEA etc. JW to start by investigating website to see what the Society currently has.
Action May 12: No motion will be prepared for CRC. PC administrate Facebook site and get up and running.

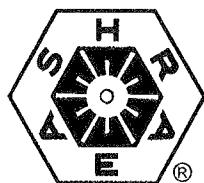
- 10.1 Membership: JW to approach students in the Alternate Energy Course for Moncton Student Branch **JW**
Membership.
Action May 12: Carry forward to next school year

New Business May Meeting:

- 11.1 Chair Reports May 12: **ALL**
CTTC (CB) – No Updates
Membership (KC) – No Updates
Research / Promotion (FD) – Goal for year has been met. Any additional cheques received will go towards next year
Student Activities (PC/JW) – Students had a bus tour of the Mactaquac Hydroelectric Dam.
Historian (NB / JW) – No Updates
Treasurer (NB) – No Updates
Newsletters (RM) – No Updates
PAOE (JW) – No Updates
- 11.2 Scholarships/NBCC St Andrews: DB received email from college stating that they would like Ashrae to provide scholarship for their school. Scholarships to be awarded towards 2 year programs. DS to find out if they have a qualifying program. **DS**
- 11.3 CRC 2009: DB discussed the details regarding the 2009 CRC in Windsor. DB investigated flight costs to travel from Moncton to Windsor via Air Canada, at a cost of approximately \$1,000 per person. DB also looked at flights from Moncton to Hamilton via Westjet, and renting a vehicle to drive from Hamilton to Windsor (approximately 300 km each way), at a cost of approximately \$700 per person, plus the cost of two rental cars. The problem with flying into Hamilton is an additional 6 hour travel time, plus having to leave the CRC early to make the Sunday flight home. Further to this, DB stated that ASHRAE Society would cover all transportation costs for 4 of the 7 CRC attendees. DS raised a motion for the Chapter to cover costs for flights, via Air Canada, from Moncton to Windsor, with the reimbursement for transportation costs from ASHRAE Society paid directly to the Chapter. DB seconded this motion. Motion passed unanimously."

Meeting adjourned 5:00pm.

Next executive meeting June 9, 2009 @ 3:30pm
Meeting will be held at the City Grill Restaurant



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTERS Minutes of Meeting # 12 June 9, 2009

<u>Name (Initials)</u>	<u>Title</u>	<u>Email</u>	<u>Phone</u>
<u>Present</u>			
Dan Boudreau (DB)	President	dboudreau@enerplan.com	858-1300
John Willden (JW)	President Elect	john.willden@gnb.ca willdenj@nb.sympatico.ca	856-2215 857-8142
Dwight Scott (DS)	Vice President	dgscott@unb.ca	204-2820
Jennifer Chapman (JC)	Secretary	jennifer@aquavapgroup.ca	857-8788
Nicole Bourgeois (NB)	Treasurer / Historian	nicole.bourgeois@pwgsc.gc.ca	383-3353
Patti Crouse (PC)	Board of Governors/Student Activities	nbraemac@nbnet.nb.ca	856-8389
Kevin Clannon (KC)	Membership	kclannon@master.ca	382-8625
Frederic Desjardins (FD)	Research/ Promotion	fdesjardins@mcw.com	857-8880
Robert McEwen (RM)	Newsletter Editor/Webmaster	rmcewen@mcw.com	857-8880
Luc Dugas (LD)	Board of Governors	ldugas@mcw.com	857-8880
<u>Absent</u>			
Craig Brown (CB)	CTTC Chair	cbrown3@trane.com	855-3133
Gerry Waselynychuk (GW)	Board of Governors	gerry@aquavapgroup.ca	857-8788
John Sparks (JS)	Board of Governors	john.sparks@honeywell.com	858-5764
Patricia LeBlanc (PL)	Board of Governors	leblanct@nb.sympatico.ca	674-9145

Old Business Prior Meetings:

Action By:

137

4.3 MEET Show:

Action June 10: The show exceeded our expectation. 7 new members signed up at the show, 1 later from PEI and 2-3 from Halifax. Five hats were given out for prizes. There were no volunteers from NBCC at the booth. DS will prepare some notes for the MEET 2010 file. Halifax members may be interested in a table at the industry dinner in 2010. (Two ASHRAE tables, Perhaps)

Action Aug 14: DB Received cheque for MEET show. Chapter to consider more DL and raising attendance from NS for 2010 show.

Action Jun 9: Carry Forward

8.6 Job Posting:

Action Feb.19: Can we put job posting in the Choker? Would there be a fee? DS suggest to draft an email to our members to advise them that job posting is available for a fee. They would supply their own insert.

Action Jul 10: RM to add advertisement to Choker, carry forward

Action Jan 13: DB proposed a fee of \$50 for job posting in Choker. LD 1st, DS 2nd, passed unanimously. Fees collected will be donated to RP.

Action Jun 9: Carry Forward

8.7 Meet show learning institute:

Action Feb 19: It was suggested by CE to have a learning institute in the next MEET show. This could be a possible consideration either a day before or after.

Action Mar 11: Good idea Carried forward for next MEET show.

Action Jun 9: Carry Forward

12.4 Student Membership Transfer Forms

Action Jun 10: Transfer to Associate Member. Student Member transfer form has changed \$16 1st year, \$40 next 2 years & \$165 then on.

Action Jun 9: Carry forward

2008/2009 Meetings:

1.1 Bank Accounts:

Action Aug 14: DB advised online bank account set up. Chapter President and Treasurer have passwords.

Action Jun 9: Carry forward

3.7 Golf Tournament:

Action Sep 9: CB to contact Moncton Golf & Country Club to reserve date for next year. FD to invoice outstanding hole sponsors from this years tournament

Action Oct 14: CB will contact Club to reserve date. FD confirmed golf hole sponsors have been invoiced.

Action Nov 18: CB to keep trying to contact Golf Club

Action Dec 9: August 6, 2009 has been confirmed reserved date for Golf Tournament

Action April 7: GW to design application form for this year's tournament.

Action May 12: Date of Tournament to remain the same. Costs - \$105 PP, Members \$80, Non-Members \$130. DB proposed addition to registration form. Any Ashrae non-member who registers for this tournament and signs up to be an NB/PEI Chapter Member by September 30th, 09 will receive a rebate of \$50 towards their membership dues. FD 1st, PC 2nd, Passed Unanimously. DB to modify application and forward to Executive via Email for review.

Action Jun 9: Typing error in choker regarding fees. RM to send email to all members to rectify. DB motioned to designate \$750 for prize money for tournament, KC 2nd, passed unanimously. LD volunteered to make contacts for prizes. LD to email CB regarding signs & hole sponsors.

DB,RM,
LD

4.3 Chapter Honours & Awards Committee: DB, JW, DS, NB, PC have formed committee. JW to bring in scholarship application for review by committee.

Action Dec 9: Following the meeting, the Honours and Awards Committee met to review all scholarship applicants and decided, unanimously, to award the scholarship to Andre Alves de Sousa.

Action Jun 9: Carry Forward

- 7.4 Choker List: A number of Choker's are being returned to the Chapter via mail. PC to contact RM for updates on list. PC

Action May 12: PC to take care of returned Chokers. PC to get in touch with the UPS store to make changes.

Action Jun 9: Carry Forward

- 8.4 Distinguished Lecturer: Keep Jean Bundock in mind as a possible speaker for April 2010.

Action Jun 9: Carry Forward

- 9.1 Newsletters – FD to send a list to RM of RP donors. RM to post in Monthly Newsletter RM

Action Jun 9: Choker for July to include Donor List & Golf Registration reminder deadline of July 25.

- 9.8 Facebook: PC to look into creating a profile for Ashrae NB/PEI to generate student interest. Details to be discussed at next meeting.

Action April 7: All agreed this should be done at the Society Atlanta level. Chapter to investigate motion for CRC to establish Facebook / Bulletin Board for EIT, New Members, YEA etc. JW to start by investigating website to see what the Society currently has.

Action May 12: No motion will be prepared for CRC. PC administrate Facebook site and get up and running.

Action Jun 9: Carry Forward

- 10.1 Membership: JW to approach students in the Alternate Energy Course for Moncton Student Branch Membership.

Action Jun 9: Carry Forward

- 11.3 CRC 2009: DB discussed the details regarding the 2009 CRC in Windsor. DB investigated flight costs to travel from Moncton to Windsor via Air Canada, at a cost of approximately \$1,000 per person. DB also looked at flights from Moncton to Hamilton via West Jet, and renting a vehicle to drive from Hamilton to Windsor (approximately 300km each way), at a cost of approximately \$700 per person, plus the cost of two rental cars. The problem with flying into Hamilton is an additional 6 hours of travel time, plus having to leave the CRC early to make the Sunday flight home. Further to this, DB stated that ASHRAE Society would cover all transportation costs for 4 of the 7 CRC attendees. DS raised a motion for the Chapter to cover costs for flights via Air Canada, from Moncton to Windsor, with the reimbursement for transportations costs from ASHRAE Society paid directly to the Chapter. DB 2nd this motion. Motion Passed Unanimously.

Action Jun 9: Carry Forward

New Business June Meeting:

- 12.1 Chair Reports Jun 9: ALL

CTTC (CB) – No Updates

Membership (KC) – No Updates

Research / Promotion (FD) – Chapter in 1st Place. 1800 Points to date. Goal for year has been exceeded.

Student Activities (PC/JW) – JC to donate 2009 Fundamental book to Student Chapter

Historian (NB / JW) – No Updates

Treasurer (NB) – NB to advise LD if cheque from Enbridge has been received for meeting sponsorship. All accounts have been reconciled.

Newsletters (RM) – RM to contact business card sponsors

PAOE (JW) – KC, PC, & JW to gather all information for points total. DB & JW to meet to finalize points.

ALL CHAIRS TO SUBMIT MBO'S BY JUNE 30th FOR JW TO REVIEW

- 12.2 CRC 2009: DB advised that no spouses are scheduled to attend the CRC. Flight prices are coming down. DB to discuss CRC with members attending. DB motioned to designate \$200 for spending money per member. Members must keep and submit receipts. LD 2nd, Passed Unanimously. DB to give NB a list of attendees. DB

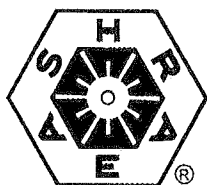
- 12.3 July 2007 to June 2009 Financial Audit: Two Past President Senior Members to Review Books. Ken Martin & Luc Dugas agreed during the meeting to review. NB to prepare the report. Must NB KM, LD,

be completed before CRC.

- 12.4 Scholarship Application: Application received from Thomas Gillis for Son or Daughter of an Ashrae Member. RM to post requirements and deadline of August 30th on Website. Scholarship Committee to meet in September to award. RM
- 12.5 Marco Morneau: Letter & application for membership have been sent. Membership sponsored by DS in recognition of award. DS
- 12.6 MEET 2010: DS to respond to Master Promotions to pre-book booth. DB motioned to spend \$250 for souvenirs and Ashrae logo items. LD 2nd, Passed Unanimously. DS

Meeting adjourned @ 5:00 pm.

2010
Next executive meeting July 21, 2010 @ 12:00pm
Meeting will be held at the Moncton North East Construction Association



ASHRAE

American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.

NB/PEI CHAPTER Minutes of meeting #1

July 6, 2010

12:00 pm - 2:22 pm

Construction Association

Meeting called by: Robert McEwen

Note taker: Mathieu Breau

Attendees:

Robert McEwen, President
Kevin Clannon, President Elect
John Willden, Vice President /Research Promotion
Dwight Scott, Historian
Mathieu Breau, CTTC Chair / Secretary
Jennifer Chapman, Treasurer

Yves Savoie, Membership
Robert Hoadley, Newsletter Editor/Webmaster (Phone)
Gerry Waselynychuk, Board of Governors
Dan Boudreau, Board of Governors
Eugene Bilodeau, Board of Governors

Absent:

Patti Crouse, Student Activities
Frederic Desjardins, Board of Governors
Jason Nelson, Board of Governors
Jeannot Thibodeau, Board of Governors

Luc Dugas, Board of Governors
Scott Shreenan, Board of Governors
Amanda Wood, Student Activities

Minutes

Item 1.1: (July 6/10) ASHRAE Golf Tournament, Aug 5 at 12pm **Presenter:** Gerry Waselynychuk

Discussion:

1. Registration forms to be sent to Yves Savoie for distribution to ASHRAE members.
2. The registration deadline for the golf tournament shall be July 22, 2010. The registration forms are to be faxed to Gerry Waselynychuk.
3. There was discussion on the request to change the sign format. The current black and white sign format shall remain as it is standard and fair for all sponsors and easier to touch up the signs each year as required.

Conclusions: The current black and white sign format shall remain.

Action items	Person responsible	Deadline
(July 6/10) Registration form to be sent to Yves Savoie for distribution	Gerry Waselynychuk	July 19
(July 6/10) Distribute golf registration form to members	Yves Savoie	July 19

Item 1.2: (July 6/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Discussion:

The proposed ASHRAE program (September 2010 – July 2011), each member to verify the speakers availability prior to the August 10 meeting.

Sept 14 – CO2 Heat pumps – Liaison Kevin Clannon

Oct 12 – Filtration system for diesel generators – Liaison Ken Martin

Nov 9 – Professional liability part 2 – Liaison Fred Desjardins

Nov 9 – Invite Research and Promotion RVC David Rasmussen to Nov meeting – Liaison Dan Boudreau

Nov 9 – Joint meeting with APEGNB – Liaison Mathieu Breau

Dec 14 – High performance retail store with integrated HVAC system – Liaison Dwight Scott

Jan 11 – Efficiency NB plans for the future – Liaison Fred Desjardins

Jan or Feb 2011 – Wildcats Night preferably in the afternoon – Liaison Dan Boudreau

Feb 8 – Biomass Boilers & full day presentation the next day – Liaison Robert McEwen

March 8 – Revamped LEED new construction system – Liaison Fred Desjardins

April 12 – DL Victor W. Goldschmidt (multiple topic possible) – Liaison Dwight Scott

May 10 – NY Thermal (Plant Tour in Sussex) – Liaison John Willden

Conclusions: Each member to verify the speakers availability prior to the August 10 meeting. The program shall be adjusted at the next meeting as required and will be featured in the August Newsletter.

Action items	Person responsible	Deadline
(July 7/10) Sept 14 speaker availability has been confirmed	Kevin Clannon	Done
(July 7/10) Oct 12 speaker availability has been confirmed	Ken Martin	Done
(July 6/10) Nov 9 speaker availability has been confirmed	Fred Desjardins	Done
(July 6/10) Confirm Nov 9 availability of David Rasmussen	Dan Boudreau	Oct 2010
(July 6/10) Extended invitation sent to APEGNB for Nov 9 Meeting	Mathieu Breau	Done
(July 6/10) Confirm availability of Dec 14 speaker	Dwight Scott	Aug 10/10
(July 6/10) Waiting for official response from Jan 11 speaker	Fred Desjardins	Waiting
(July 6/10) Select a date (Jan – Feb) to go watch the Wildcats	Dan Boudreau	Dec 2010
(July 6/10) Confirm availability of Feb 8 speaker	Robert McEwen	Aug 10/10
(July 6/10) Confirm availability of March 8 speaker	Fred Desjardins	Aug 10/10
(July 6/10) April 12 speaker availability has been confirmed	Dwight Scott	Done
(July 6/10) Discuss location of May 10 plant tour (St John or Sussex)	John Willden	Aug 10/10

Item 1.3: (July 6/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event.

2. To celebrated, it was suggested to switch CRC to be in NB for that year and invite the society president to attend. Changing the CRC cycle is not the best option as per Guy.

Conclusions: The society president Ronald Jarnagin shall be contacted early to confirm his availability for October 2012.

Action items	Person responsible	Deadline
(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin	Robert McEwen	

Item 1.4: (July 6/10) Halifax CRC (August 27, 28 and 29)

Presenter: Robert McEwen

Discussion:

1. The deadline the discount at the Delta Barrington is July 16. Each member to be responsible to book their own hotel room.
2. Kevin Clannon (Dan Boudreau) to coordinate the CRC registration. The following delegate, alternate and five chairs need to attend:

Robert McEwen, Delegate
 Kevin Clannon, Alternate
 John Willden, Research Promotion Chair
 Dwight Scott, Historian Chair

Yves Savoie, Membership Chair
 Amanda Wood, Student Activity Chair
 Mathieu Breau, CTTC Chair

Conclusions:

1. (July 6/10) Motion (Dwight Scott, Kevin Clannon) passed to cover Dan Boudreau's expenses to attend the Halifax CRC this year. Dan will be organizing the next Moncton CRC in 2013 (?).
2. (July 9/10) Motion (Kevin Clannon, Dan Boudreau) passed to cover the cost of the lobster and boat cruise for spouse (\$95 per spouse).
3. (July 16/10) Motion (Dan Boudreau, Kevin Clannon) passed to cover the expenses (registration, hotel, meals and gas) of Jennifer Chapman, Eugene Bilodeau and Robert Hoadley to attend CRC in Halifax.

Action items	Person responsible	Deadline
(July 6/10) List of members attending CRC Halifax to be confirmed	Kevin Clannon (Dan B.)	Done
(July 6/10) The CRC registrations shall be processed as one	Kevin Clannon (Dan B.)	Done
(July 6/10) Each member shall book their own hotel room		July 15

Item 1.5: (July 6/10) ASHRAE meeting in Las Vegas

Presenter: Gerry Waselynychuk

Discussion:

1. It was proposed to cover the registration cost for any of the ASHRAE NB/PEI Chapter members willing to attend the ASHRAE meeting in Las Vegas.

Conclusions: Robert McEwen to verify the outcome of the may 2010 MEET show prior to proceeding with the May 2010 MEET show prior to proceeding with the discussions of this item.

Action items	Person responsible	Deadline
(July 6/10) Confirm the outcome of the MEET show	Robert McEwen	
(July 6/10) Estimate the cost to cover the registration of all members.	Gerry Waselynychuk	

Additional Minutes of Meeting Items

Items:

- 1.1 (See previous section) – (July 6/10) ASHRAE Golf Tournament, Aug 5 at 12pm
 - 1.2 (See previous section) – (July 6/10) ASHRAE Program 2010-2011
 - 1.3 (See previous section) – (July 6/10) NB/PEI Chapter 40th Anniversary
 - 1.4 (See previous section) – (July 6/10) Halifax CRC (August 27, 28 and 29)
 - 1.5 (See previous section) – (July 6/10) ASHRAE meeting in Las Vegas

 - 1.6 (July 6/10) Robert McEwen presented past president's pin to John Willden for a job well done. Great job John Willden and thank you for your contribution!
 - 1.7 (May 11/10) Kevin Clannon to run delinquent list & review MBO. Kevin Clannon to expedite membership application for Amanda, Jason and Jeannot.
 - 1.8 (Jan 12/10) Chapter Awards Committee: Dwight Scott to work on past positions list. John Willden or Dan Boudreau to email Dwight Scott with list of past executives compiled to date. Dwight Scott has list completed up to 92'-93, progress is being made.
(July 6/10) Dwight Scott will request 9 ASHRAE members to update their biography in order to be eligible to receive an award.
 - 1.9 (April 13/10) Newsletters: Chokers have been sent out to be updated on website. ASHRAE data base to be reviewed in the summer for a current list of members & addresses before next year's chokers start going out. Charlotte from the UPS store to email YS list for chokers. KC to email YS his current list of members for updates. YS to find out how many hits our website it getting per month.
 - 1.10 (July 6/10) Dwight Scott will continue going through the history material, contact institutions for missing scholarship dates. Dwight will establish a binder containing a registry of the executive and a list of yearly scholarship recipients.
 - 1.11 (July 6/10) Dwight Scott has gone through the history items and cleaned up a lot of material. Out of the remaining items, John Willden will assist in scanning that would be beneficial to keep.
 - 1.12 (May 11/10) Dan Boudreau, 94% of Research / Promotion achieved. Motion presented by Gerry (seconded by Dwight) passed unanimously for Chapter to donate \$1000 towards research and promotion. Nicole (Jennifer) to prepare cheque for Dan Boudreau.
 - 1.13 (July 6/10) Kevin Clannon will continue liason with NBCC Saint John as student branch advisor. The college must maintain a viable student branch for continuing the \$1000 scholarship. Scholarship applicants must be ASHRAE members to qualify. Membership fee is \$16 for students.
 - 1.14 (July 6/10) YEA conference 2010. To be discussed after Halifax CRC.
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ASHRAE
American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #2

Revised

August 10, 2010
12:20 pm - 1:55 pm
Construction Association

Meeting Chaired by: John Willden

Secretary: Mathieu Breau

Attendees:

John Willden, Vice President /Research Promotion
Dwight Scott, Historian
Mathieu Breau, CTTC Chair / Secretary
Jennifer Chapman, Treasurer
Eugene Bilodeau, Board of Governors

Yves Savoie, Membership
Robert Hoadley, Newsletter Editor/Webmaster (Phone)
Gerry Waselynychuk, Board of Governors
Dan Boudreau, Board of Governors

Absent:

Robert McEwen, President
Amanda Wood, Student Activities
Frederic Desjardins, Board of Governors
Jason Nelson, Board of Governors

Kevin Clannon, President Elect
Luc Dugas, Board of Governors
Scott Shreenan, Board of Governors
Jeannot Thibodeau, Board of Governors

Minutes

Item 2.1: (Aug 10/10) Financial planning (Aug 2010 to July 2012) **Presenter:**

Discussion:

1. Jennifer Chapman received the results of the 2010 MEET show. The revenue is \$49, 445.48 this year.
2. From the previous 2008 MEET show funding, we have approximately \$1,000 or \$2,000 left in the ASHRAE account (Jennifer to confirm the exact numbers).

Conclusions:

1. The council should make a financial plan for the next two years (Aug 2010 to July 2012). Based on previous years, what are the average Chapter operating costs per month/year? Do we want to plan to keep a balance of \$5,000 to \$15,000 at the end of the next two years (July 2012)?
2. Council should keep a running list of the potential events, activities and conferences that we would like to participate and/or organize in the next two years. With each event should appear the estimated cost associated with each one based on previous years.
3. There should be approximately \$9,000 in the ASHRAE account every year during the golf tournament to cover the expenses until the registration fees are collected.
4. Planning ahead, how much should be in the ASHRAE account during the Moncton CRC (August 2016) until the registration fees are collected (Dan Boudreau)? Would \$10,000 be sufficient? Over what period of time will this amount be required (6 months before the event)? What month/year will this take place? Does the Chapter have a separate reserve for this purpose?
5. How much should be put aside for the Quebec City CRC August 2011 and Ottawa CRC Aug 2012.
6. Does council want to cover the registration cost for the ASHRAE Las Vegas winter conference to all members?

Action Items

Person responsible

Deadline

(Aug 10/10) Jennifer to meet with Nicole and get the remaining information in regards to treasurer.

Jennifer

Oct 12/10

(Aug 10/10) Jennifer to provide the latest account balance

Jennifer

Oct 12/10

(Aug 10/10) All members to discuss financials plans for the next two years.

All members

Oct 12/10

Item 2.2: (Aug 10/10) ASHRAE Golf Tournament, Aug 5

Presenter: Gerry Waselynychuk

Discussion:

1. Gerry Waselynychuk, Luc Dugas, Jennifer Chapman, Jim Morris and other volunteers did a superb job organizing the golf tournament this year. There were many positive comments throughout the event that closed off with a boat race.
2. The golf tournament was successful in raising \$1800 going towards research and promotion.
3. A total of 72 spots were reserved for the golf tournament at the Moncton Golf Course in Riverview. A total of 58 golfers were present at the tournament and 59 attended the supper. There were a total of 14 golfers that cancelled. The Moncton Golf Course was grateful enough to only bill for 68 golfers and carts rather than 72.

Conclusions:

1. There are 14 golfers that were not able to attend. The team of 4 from PEI paid in full and were not able to attend. They will be reimbursed \$200 (50% of the registration fee). By refunding these 4 individuals, the anticipated surplus would now be \$538.43.
2. Council will have to discuss what should be done with the 10 other individuals that were not able to attend the tournament. If these individuals did not pay the non-refundable deposit prior to July 22, it would be difficult to collect the non-refundable deposit after July 22. These individuals would not be considered as being registered in the tournament as this was a condition indicated on the registration form. In that case, the ASHRAE NB/PEI Chapter will have to cover a deficit of between \$461.57 and \$961.57 (depending if these 10 individuals are members or non-members, Gerry to confirm the numbers).
3. Discussion should take place on what action should be taken on outstanding registration fees not collected from previous golf tournaments.
4. The golf tournament organizing committee to advise council if anything should be done differently for the 2011 golf tournament.

Action Items

Person responsible Deadline

(Aug 10/10) Provide information on the 10 individuals that were not able to attend the golf tournament such as if they were members or non-members and what amount of money was paid.

Gerry Waselynychuk

(Aug 10/10) Collect the \$1,800 going towards research and promotion for RP Chair (John Willden).

Luc Dugas, Jennifer Chapman

(Aug 10/10) Provide information on the outstanding registration fees not collected from previous golf tournaments such as the list of individuals, year of the event and amounts due.

Gerry Waselynychuk,
Jennifer Chapman

(Aug 10/10) Golf tournament organizing committee to advise council if anything should be done differently for the 2011 golf tournament.

Gerry Waselynychuk,
Luc Dugas

Item 2.3: (Aug 10/10) Halifax CRC (August 27, 28 and 29)

Presenter: Dwight Scott

Discussion:

1. Discussion on the CRC expenses such as accommodations, parking, fuel, tolls and meal.
2. CRC Boat Cruise meal choices are lobster or chicken.

Conclusions:

1. Accommodations and parking expenses shall be reimbursed when submitting the hotel receipts to Jennifer Chapman upon return from the CRC.
2. (Aug 10/10) Motion passed (Gerry Waselynychuk, Mathieu Breau) for each ASHRAE member (not spouses) attending the CRC to receive \$300 to cover travel expenses such as fuel cost from Moncton (or Fredericton), highway and bridge tolls as well as meals for the member and his or her spouse.
3. Each member shall keep his/her receipts and provide a list of expenses to Jennifer Chapman upon return from the CRC.

Action Items	Person responsible	Deadline
(Aug 10/10) Each member to provide expense receipts to Jennifer upon return from the CRC.	Each member	Sept 14/10
(Aug 10/10) Jennifer to prepare checks to cover the cost of accommodations including hotel parking.	Jennifer Chapman	Oct 12/10

Item 2.4: (Aug 10/10) May 10 – NY Thermal Plant Tour

Presenter: John Willden

Discussion:

1. Discussion on the NY Thermal Plant tour location: Sussex or Saint John?

Conclusions:

1. The NY Thermal Plant Tour scheduled for May 10, 2011 shall take place in Saint John rather than Sussex. Saint John was selected because there is more to see at that plant and a meeting in Saint John would allow us to have a joint meeting with NBCC Saint John students.
2. It was proposed to visit the assembly plant in Saint John during operation, therefore from 4pm-5pm (or before it shuts down for the day). The visit could then be followed by the show room with operating boilers or test lab. John Willden to confirm with Patricia Smith if this can be arranged.
3. It was proposed by Gerry Waselynychuk to ask NBCC Saint John to arrange a tour of their laboratories. The ASHRAE group could possibly go to NBCC after the plant tour and we could arrange to have pizza with some of the students. John Willden to contact NBCC Saint John in September and see if this can be arranged. The NBCC Saint John and NBCC Moncton students should be invited to the plant tour as well.
4. If the supper at NBCC Saint John cannot be arranged, NY Thermal has offered us the use of their lunch room.

Action Items	Person responsible	Deadline
(Aug 10/10) John to contact Patricia Smith to see if the assembly plant typically remains in operation until 5pm.	John Willden	
(Aug 10/10) John to inquire if NBCC Saint John could arrange of tour of their laboratories followed by a pizza supper with the students.	John Willden	

Item 2.5: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Discussion:

1. Most speakers have confirmed their availability. The remaining speakers have not yet confirmed their availability or topic:

Dec 14 – Revamped LEED new construction system – Liaison Fred Desjardins

March 8 – Topic to be determined via Jean-Gabriel Joannette, CTTC RVC. Speaker and date to be confirmed after Halifax CRC – Liaison Dwight Scott. Possible presentation on case study of a recent Pageau Morel project.

April 12 – DL Victor W. Goldschmidt (multiple topic possible) – Liaison Dwight Scott

April 12 – Invite Research and Promotion RVC David Rasmussen to our April 12 meeting with a prior visit to the Halifax Chapter on April 11 – Liaison Dan Boudreau

Conclusions:

1. Dan Boudreau will schedule the Wildcats night for Feb 20.

Action items	Person responsible	Deadline
(Aug 10/10) Mathieu to find member (possibly Fred) to be the initial contact person for the Revamped LEED new construction system speaker tentatively scheduled for Dec 14 .	Mathieu Breau	Sep 14/10
(Aug 10/10) Discuss with council on possible topic for March 8 meeting as per Jean-Gabriel Joannette, CTTC RVC. Verify if speaker is available for March 8 .	Dwight Scott	Sep 14/10
(Aug 10/10) Ask the Halifax Chapter to commit to DL Victor Goldschmidt for Monday April 11.	Dwight Scott	Oct 12/10
(Aug 10/10) Confirm April 12 availability of David Rasmussen	Dan Boudreau	Oct 12/10
(Aug 10/10) Ask the Halifax Chapter if they would be willing to have an RP night on Monday April 11.	Dan Boudreau	Oct 12/10
(Aug 10/10) Ask David Rasmussen if he would be willing to visit the Halifax Chapter on April 11 and the NB/PEI Chapter on April 12.	Dan Boudreau	Oct 12/10

Item 1.3: (July 6/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event.

Conclusions:

The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Action items	Person responsible	Deadline
(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin	Robert McEwen	May 2011

Additional Minutes of Meeting Items

Items:

New Business

- 2.1 (See above) – (Aug 10/10) Financial planning (Aug 2010 to July 2012)
- 2.2 (See above) – (Aug 10/10) ASHRAE Golf Tournament, Aug 5
- 2.3 (See above) – (Aug 10/10) Halifax CRC August 27, 28 and 29
- 2.4 (See above) – (Aug 10/10) May 10 – NY Thermal Plant Tour
- 2.5 (See above) – (Aug 10/10) ASHRAE Program 2010-2011
- 2.6 (Aug 10/10) Donation to MNECA – Building for the Future Fund. Robert McEwen to provide information on this item during the next meeting (Sept 14). In previous years, MNECA asked if ASHRAE would be willing to make a donation towards laboratories at NBCC Moncton. Is this something we want to consider?
- 2.7 (Aug 10/10) Hire A/V company for recording and video of technical presentations. Robert McEwen to provide information on this item during the next meeting (Sept 14).
- 2.8 (Aug 10/10) Advertising using Chapter coverage – (VanEE). Robert McEwen to provide information on this item during the next meeting (Sept 14).

Old Business

- 1.3 (See Above) – (July 6/10) NB/PEI Chapter 40th Anniversary
 - 1.5 (July 6/10) Gerry Waselynychuk proposed that the ASHRAE NB/PEI Chapter cover the registration cost for any member willing to attend the ASHRAE meeting in Las Vegas. The financial information on the outcome of the MEET show has been received by Jennifer Chapman. Council should discuss if the Las Vegas meeting shall be included its budget for the next two years.
 - 1.6 (July 6/10) Robert McEwen presented past president's pin to John Willden for a job well done. Great job John Willden and thank you for your contribution! *EB to send photo to RH*
 - 1.7 (May 11/10) Kevin Clannon to run delinquent list & review MBO.
 - 1.8 (Jan 12/10) Chapter Awards Committee: Dwight Scott to work on past positions list. John Willden or Dan Boudreau to email Dwight Scott with list of past executives compiled to date. Dwight Scott has list completed up to 92'-93, progress is being made.
(July 6/10) Dwight Scott will request 9 ASHRAE members to update their biography in order to be eligible to receive an award. *— will have to submit bios to Rosy Douglas in Atlantic*
 - 1.9 (April 13/10) Newsletters: Chokers have been sent out to be updated on website. ASHRAE data base to be reviewed in the summer for a current list of members & addresses before next year's chokers start going out. Charlotte from the UPS store to email YS list for chokers. KC to email YS his current list of members for updates. YS to find out how many hits our website it getting per month.
 - 1.10 (July 6/10) Dwight Scott will continue going through the history material, contact institutions for missing scholarship dates. Dwight will establish a binder containing a registry of the executive and a list of yearly scholarship recipients. *— more info found in treasurer's boxes. Check CW files*
 - 1.11 (July 6/10) Dwight Scott has gone through the history items and cleaned up a lot of material. Out of the remaining items, John Willden will assist in scanning that would be beneficial to keep.
 - 1.13 (July 6/10) Kevin Clannon will continue liason with NBCC Saint John as student branch advisor. The college must maintain a viable student branch for continuing the \$1000 scholarship. Scholarship applicants must be ASHRAE members to qualify. Membership fee is \$16 for students.
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ASHRAE
American Society of Heating, Refrigerating and Air-
 Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #3

September 14, 2010
 12:20 pm - 1:55 pm
 Construction Association

Meeting Chaired by: Robert McEwen

Secretary: Mathieu Breau

Attendees:

Robert McEwen, President
 John Willden, Vice President /Research Promotion
 Dwight Scott, Historian
 Mathieu Breau, CTTC Chair / Secretary
 Jennifer Chapman, Treasurer

Kevin Clannon, President Elect
 Yves Savoie, Membership
 Eugene Bilodeau, Board of Governors
 Gerry Waselynychuk, Board of Governors

Absent:

Amanda Wood, Student Activities
 Frederic Desjardins, Board of Governors
 Jason Nelson, Board of Governors
 Robert Hoadley, Newsletter Editor/Webmaster (Phone)

Luc Dugas, Board of Governors
 Scott Shreenan, Board of Governors
 Jeannot Thibodeau, Board of Governors
 Dan Boudreau, Board of Governors

Minutes

Item 3.1: (Sep 14/10) Full Circle support for ASHRAE Research

Presenter: John Willden

Discussion:

1. In order to meet the full circle support for ASHRAE research, the president, president elect, research and promotion chair, secretary and treasurer must donate \$100 for ASHRAE research.

Conclusions:

1. The Chapter will reimburse \$100 to it's members.

Action items

Person responsible

Deadline

(Sep 15/10) Robert McEwen, Kevin Clannon, John Willden, Mathieu Breau, Jennifer Chapman to bring a personal check at the next meeting for the amount of \$100 going towards ASHRAE research.

Robert, Kevin, John, Mathieu, Jennifer

Oct 12/10

(Sep 15/10) Jennifer Chapman to prepare checks to reimburse the \$100 donations towards research and promotion.

Jennifer Chapman

Oct 12/10

Item 3.2: (Sep 14/10) Accounting

Presenter: Jennifer Chapman

Discussion:

1. Jennifer Chapman discussed the letter from Gary sent Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.
2. Jennifer suggested it might be time to update the accounting software.

Conclusions:

1. Council should contact Ottawa or Toronto Chapter in regards to questions related to laws for non-profit organizations prior to hiring external resources.

Action Items

Person responsible

Deadline

(Sep 14/10) Discuss at next meeting

Item 2.1: (Aug 10/10) Financials Planning (Aug 2010 to July 2012) **Presenter:**

Discussion:

1. Jennifer Chapman and Robert McEwen will prepare a financial summary.

Conclusions:

1. What expenses will the Chapter need to cover for the period of Aug 2010 and July 2012? The Aug 2011 CRC will be held in Quebec City and the Aug 2012 CRC will be held in Ottawa. What other events would the association want to contribute funds?

Action Items

Person responsible

Deadline

(Aug 10/10) Jennifer Chapman and Robert McEwen will prepare financial summary

Jennifer Chapman

Robert McEwen

Item 2.2: (Aug 10/10) ASHRAE Golf Tournament

Presenter:

Discussion:

1. Jennifer Chapman will attempt to collect outstanding unpaid bills for the year 2009 such as the ASHRAE Golf Tournament and hole sponsorship.

Conclusions:

1. The council shall keep a running list of unpaid amounts for Golf, hole sponsorship and Herring Chocker business card promotion for the year 2008 and prior. The council will not collect unpaid amounts for 2008 and prior.

Action Items

Person responsible

Deadline

(Sep 15/10) Jennifer to make a final attempt to collect the unpaid amounts for 2009 Golf and hole sponsorship.

Jennifer Chapman

*Dwight contacted
Norian*

Item 2.3: (Aug 10/10) Halifax CRC (August 27, 28 and 29)

Presenter:

Discussion:

1. Each Chair is responsible to send their transportation Voucher (form sent by Dan Boudreau) to their respective RVC by Wed, Sept 22. On the form the check should be payable to: ASHRAE NB/PEI Chapter

Address: ASHRAE PO Box 1629, Moncton, NB, E1C 9X4, Canada

2. If you get an e-mail back asking you to contact the Chapter President to update the Chapter Information Questionnaire, the e-mail should be forwarded to John Willden john.willden@gnb.ca

Conclusions:

1. Upon receiving these forms, ASHRAE will reimburse the NB/PEI Chapter for the travel expenses for each Chair, Alternate and Delegate ($\$150 \times 7 = \$1,050$). The travel vouchers must be received within 30 days of the CRC.

Action Items

(Sep 15/10) Robert McEwen, Kevin Clannon, Yves Savoie, John Willden, Amanda Wood, Dwight Scott, Mathieu Breau to send their transportation voucher to their respective RVC.

Person responsible

Each Chair, Alternate and Delegate

Deadline

Sept 22/10

Item 2.4: (Aug 10/10) May 10 – Saint John NY Thermal Plant Tour

Presenter: John Willden

Discussion:

1. It is proposed to schedule the plant tour from 4pm-5pm if the plant is still in operation during this time. The visit could then proceed with the visit of the show room and testing lab.

2. It is proposed to invite the NBCC Saint John students to the plant tour and also organize to visit their laboratories at NBCC after the plant tour. In conjunction, it was proposed to have a pizza supper with the students at the college.

3. As an alternate supper plan, NY Thermal has offered us the use of their lunch room.

Conclusions:

Action Items

(Aug 10/10) John to contact Patricia Smith to see if the assembly plant typically remains in operation until 5pm.

Person responsible

John Willden

Deadline

(Aug 10/10) John to inquire if NBCC Saint John could arrange of tour of their laboratories followed by a pizza supper with the students.

John Willden

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re Dec. Meeting

Item 2.5: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Discussion:

1. Most speakers have confirmed their availability. The remaining speakers have not yet confirmed their availability or topic:

Dec 14 – Revamped LEED new construction system – Lara Ryan has not confirmed speaker from her association

March 8 – Topic and speaker to be confirmed – Jean-Gabriel Joannette, CTTC RVC will need to let us know who is available to provide a technical presentation on a recent PageauMorel project – Liaison Dwight Scott.

April 12 – DL Victor W. Goldschmidt, topic to be confirmed with DL. Halifax has agreed to share a DL. Documentation should be prepared and sent to cover DL transportation fees – Liaison Dwight Scott.

April 12 – Invite Research and Promotion RVC David Rasmussen to our April 12 meeting with a prior visit to the Halifax Chapter on April 11 – Liaison Dan Boudreau

Conclusions:

1. Dan Boudreau will schedule the Wildcats night for Feb 20.

Action Items

Person responsible

Deadline

(Sep 15/10) December 14, Lara Ryan will need to confirm who will be giving the technical presentation on LEED

Fred Desjardin /
Mathieu Breau

Nov 1/10

(Sep 15/10) Jean-Gabriel Joannette to let us know who is available to provide a technical session on a recent PageauMorel project. Jean-Gabriel Joannette to confirm if he is available to visit the Chapter during the same visit.

Dwight Scott /
Mathieu Breau

Dec 1/10

(Sep 15/10) Fill out the ASHRAE forms required to request a DL for Moncton and Halifax.

Dwight Scott /
Mathieu Breau

Oct 8/10

(Aug 10/10) Confirm April 12 availability of David Rasmussen

Dan Boudreau

Oct 12/10

(Aug 10/10) Ask David Rasmussen if he would be willing to visit the Halifax Chapter on April 11 and the NB/PEI Chapter on April 12.

Dan Boudreau

Oct 12/10

Item 1.3: (July 6/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event.

Conclusions:

The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Action Items

Person responsible

Deadline

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin

Robert McEwen

May 2011

Additional Minutes of Meeting Items

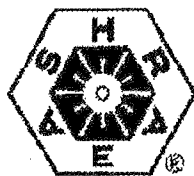
Items:

New Business

- 2.6 (Sep 14/10) Kevin Clannon presented a letter from the Moncton Construction Association. MNECA is looking for donations on behalf of School District 2 in regards to their high school shop and arts program. Money would go towards the purchase of raw materials such as wood, metal, etc. *No*
- 2.8 (Aug 10/10) Advertising using Chapter coverage – (VanEE). Robert McEwen to provide information on this item during the next meeting (Sept 14). *Done*

Old Business

- 1.7 (May 11/10) Kevin Clannon to run delinquent list.
- 1.8 (Jan 12/10) Chapter Awards Committee: Dwight Scott to work on past positions list. John Willden or Dan Boudreau to email Dwight Scott with list of past executives compiled to date. Dwight Scott has list completed up to 92'-93, progress is being made. *Sent Email to B & G*
- (July 6/10) Dwight Scott will request 9 ASHRAE members to update their biography in order to be eligible to receive an award. *Reminder (Sent)*
- 1.9 (April 13/10) Newsletters: Chokers have been sent out to be updated on website. ASHRAE data base to be reviewed in the summer for a current list of members & addresses before next year's chokers start going out. Charlotte from the UPS store to email YS list for chokers. KC to email YS his current list of members for updates.
- 1.10 (July 6/10) Dwight Scott will continue going through the history material, contact institutions for missing scholarship dates. Dwight will establish a binder containing a registry of the executive and a list of yearly scholarship recipients.
- 1.11 (July 6/10) Dwight Scott has gone through the history items and cleaned up a lot of material. Out of the remaining items, John Willden will assist in scanning that would be beneficial to keep.
- 1.13 (July 6/10) Kevin Clannon will continue liason with NBCC Saint John as student branch advisor. The college must maintain a viable student branch for continuing the \$1000 scholarship. Scholarship applicants must be ASHRAE members to qualify. Membership fee is \$16 for students.



ASHRAE
**American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.**

NB/PEI CHAPTER
Minutes of meeting #5

(Revised)

November 9, 2010
3:30 pm - 5:00 pm
City Grill, Moncton, NB

Meeting Chaired by: Mathieu Breau	Secretary: Mathieu Breau
Attendees:	
John Willden, Vice President /Research Promotion Mathieu Breau, CTTC Chair / Secretary Jennifer Chapman, Treasurer Gerry Waselynychuk, Board of Governors Eugene Bilodeau, Board of Governors	Dwight Scott, Historian Kevin Clannon, President Elect Yves Savoie, Membership Dan Boudreau, Board of Governors
Absent:	
Robert McEwen, President Frederic Desjardins, Board of Governors Jason Nelson, Board of Governors Robert Hoadley, Newsletter Editor/Webmaster	Amanda Wood, Student Activities Scott Shreenan, Board of Governors Jeannot Thibodeau, Board of Governors Luc Dugas, Board of Governors

Minutes

Item 5.1: (Nov 9/10) Minutes of the Oct 12 meeting #4 **Presenter:** Mathieu Breau

Discussion:

Minutes of the Oct 12 meeting #4 were not ready in time for the Nov 9 meeting #5. The attendance at the Oct 12 meeting #4 was as follows:

Attendees:

Robert McEwen, President John Willden, Vice President /Research Promotion Mathieu Breau, CTTC Chair / Secretary Jennifer Chapman, Treasurer	Kevin Clannon, President Elect Dwight Scott, Historian Eugene Bilodeau, Board of Governors
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Conclusions:

Items from the Oct 12 meeting #4 will be included in the Nov 9 minutes of meeting #5.

Item 5.2: (Nov 9/10) Financials Budget (Aug 2010 to July 2012) **Presenter:** Jennifer Chapman

Discussion:

1. Jennifer Chapman, Robert McEwen and Dan Boudreau prepared a financial budget for the 2 year period of August 2010 to July 2012.

Conclusions:

Action Items	Person responsible	Deadline
(Nov 9/10) Jennifer Chapman will forward the financial budget to council to revise and discuss at the next meeting.	Jennifer Chapman	

Item 5.3: (Nov 9/10) Accounting Services

Presenter: Jennifer Chapman

Discussion:

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waselynychuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and provide us with a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action Items

(Nov 9/10) Jennifer to contact Bruce Wood on his availability and schedule an appointment with Bruce that corresponds with Robert McEwen and Dan Boudreau's availability.

Person responsible

Deadline

Jennifer Chapman,
Robert McEwen,
Dan Boudreau

GW will contact

Item 5.4: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Discussion:

1. Jennifer Chapman will attempt to collect outstanding unpaid bills for the year 2009 such as the ASHRAE Golf Tournament and hole sponsorship.

Conclusions:

1. There are 6 unpaid invoices, Jennifer will follow up with 2, Mathieu with 1, Robert McEwen with 2 and Dwight Scott with 1.
2. The council will not collect unpaid amounts for 2008 and prior. However, the council shall keep a running list of unpaid amounts for Golf, hole sponsorship and Herring Chocker business card promotion for the year 2008 and prior.

Action items

Person responsible

Deadline

(Nov 9/10) The person Mathieu Breau was contacting was going to verify with their accounting department for a proof of payment. A follow up will be required.

Mathieu Breau

(Nov 9/10) The first person Jennifer Chapman was going to contact works with Amanda Wood. Amanda Wood will get back to Jennifer.

Amanda Wood

(Nov 9/10) The second person Jennifer Chapman was contacting had already paid. Because they paid a lump sum for hole sponsorship and golf, it appeared as if they didn't pay. This has been rectified.

(Nov 9/10) Dwight Scott's contact person is unreachable. No one from that company seems to know him. Jennifer will see who else was on this individual's golf team.

Jennifer Chapman

(Oct 12/10) Robert McEwen shall contact two individuals for a proof of payment or confirmation that they already paid.

Robert McEwen

Item 5.5: (Nov 9/10) Halifax CRC (August 27, 28 and 29)

Presenter:

Discussion:

Conclusions:

1. Upon receiving the transportation vouchers from Robert McEwen, Kevin Clannon, Yves Savoie, John Willden, Amanda Wood and Mathieu Breau, ASHRAE will reimburse the NB/PEI Chapter for the travel expenses for each Chair, Alternate and Delegate (\$150 x 6 = \$900).

1197.99
from Society

Action Items

Person responsible

Deadline

(Oct 12/10) Jennifer should be receiving a check in the amount of \$900.

Jennifer Chapman

Item 5.6: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Discussion:

1. Most speakers have confirmed their availability. The remaining speakers have not yet confirmed their availability or topic:

Dec 14 – Revamped LEED new construction system will be presented by Kate Butler from Efficiency NB (Lara Ryan is the Atlantic LEED representative). Due to the nature of the association being a membership based organization, council voted to provide a free table top to allow CaGBC to promote their LEED membership and reference manuals. Dwight Scott will be posting an advertisement in the Architects newsletter to promote this presentation.

Jan 11 – The original speaker was going to be Kate Butler from Efficiency NB. As Kate Butler will be doing a presentation on Dec 14 about LEED, we found another speaker from Efficiency NB. Scott Garinther will be delivering a presentation about Efficiency NB, their plans for the future and any new programs. Dwight Scott suggested that we contact CMHC to sponsor a table top during this evening if Efficiency NB does not want to sponsor a table top.

Feb 20 – Evening with the Cats: Moncton Wildcats vs Val-d'Or Foreurs. The cost will be \$5 more per ticket this year. The price of \$10 Student/Youth, \$15 Member Spouse/Companion and \$20 Non-Member/Spouse will include ticket, pop, small fry and hot dog.

March 8 – The selected topic is "740 Belair in Montreal, 1st place Technology award winner of 2008" presented by, CTTC RVC, Jean-Gabriel Joannette.

April 12 – Research and Promotion RVC David Rasmussen has been invited to our April 12 meeting with a prior visit to the Halifax Chapter on April 11. David Rasmussen to confirm his availability with Dan Boudreau.

April 12 – DL Victor W. Goldschmidt, topic will be "Sustainability and Implications in Context of Power Plants", Dwth Scott prepared DL documentation, Mathieu Breau signed and forwarded to Jean-Gabriel Joannette for his signature and to be forwarded to ASHRAE headquarters. Once approved, this will ensure transportation fees are covered.

April 13 – DL Victor W. Goldschmidt, 3-hour work shop topic will be "Leadership Principals" and will be delivered at NBCC Moncton for members and students.

Conclusions:

Action Items

Person responsible

Deadline

(Nov 9/10) Confirm April 12 availability of David Rasmussen

Dan Boudreau

(Nov 9/10) Ask David Rasmussen if he would be willing to visit the Halifax Chapter on April 11 and the NB/PEI Chapter on April 12.

Dan Boudreau

(Nov 9/10) Confirm with Scott Garinther if Efficiency NB will be sponsoring a table top.

Mathieu Breau

(Nov 9/10) If Efficiency NB does not want to sponsor a table top, contact CMHS to see if they would like to sponsor a table top during Efficiency NB's presentation.

Dwight Scott

(Nov 9/10) Dan will advertise the Feb 20 Wildcats game in the Herring Choker

Dan Boudreau

?

Item 5.7: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour **Presenter:** John Willden

Discussion:

1. The proposed time for the plant tour is from 4:30pm to 5:30pm. The first hour of the tour would consist of visiting the actual production line. The second portion of the tour would consist of visiting the show room and testing lab. John Willden will continue communicating with Patricia Smith.
2. It was proposed to have a pizza super with the NBCC Saint John students at NBCC Saint John from 6:00pm to 7:00pm, followed by a tour of their laboratories from 7:00pm to 7:30pm. Kevin Clannon will continue communication with Doug Scott.

Conclusions:

Action items	Person responsible	Deadline
(Nov 9/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.	John Willden	
(Nov 9/10) John Willden to confirm with Patricia Smith the production plan remains in operation until 5:00pm to allow our group to see the production line in full operation.	John Willden	
(Nov 9/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 6:00pm to 7:00pm.	Kevin Clannon	
(Nov 9/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 7:00pm to 7:30pm.	Kevin Clannon	

Item 5.8: (Nov 9/10) NB/PEI Chapter 40th Anniversary **Presenter:** Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail. Mathieu Breau was to provide Ronald Jarnagin's business card to Robert McEwen.

Action items	Person responsible	Deadline
(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin	Robert McEwen	May 2011

Item 5.9: (Nov 9/10) Delinquent list **Presenter:** Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Conclusions:

1. When an ASHRAE member no longer wants to remain an ASHRAE member, they need to retire their membership. When they simply stop paying they go on the delinquent list. The NB/PEI Chapter ends up losing PAOE points for retired members that do not retire their membership.

Action items	Person responsible	Deadline
(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if the no longer want to be members and retire their membership.	Yves Savoie	

Item 5.10: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 members that have not renewed their membership.

Conclusions:

1. When an ASHRAE member no longer wants to remain an ASHRAE member, they need to retire their membership. When they simply stop paying their dues, they go on the delinquent list. The NB/PEI Chapter ends up losing PAOE points for retired members that do not retire their membership.

Action items

Person responsible

Deadline

- (Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if they no longer want to be members and retire their membership.

Yves Savoie

Item 5.11: (Nov 9/10) Returned Newsletters

Presenter: Yves Savoie

Discussion:

1. (Nov 9/10) There are 25 to 30 returned newsletters this month. For the most part, all the address information is correct and only the business name is missing. Yves and Jennifer have been in communication with Robert Hoadley as well as the UPS store. There does not seem to be a solution to eliminating the returned newsletters.

Conclusions:

1. During the next meeting it should be discussed, should council make a motion stop printing and mailing paper copies of the newsletter and move towards and electronic only newsletter starting August 2012?
2. We should continue to maintain our business card advertisement. The Herring Chokers should be sent as a PDF via e-mail. The projected savings to move towards and electronic only newsletter would be approximate \$2,000 per year. These funds could go towards something else.

Action items

Person responsible

Deadline

- (Nov 9/10) Council to discuss if it is time to move to an electronic Herring Choker and abolish the paper copies all together.

Council

Item 5.12: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Discussion:

1. (Jan 12/10) Chapter Awards Committee: Dwight Scott to work on past positions list. John Willden or Dan Boudreau to email Dwight Scott with list of past executives compiled to date. Dwight Scott has list completed up to 92'-93, progress is being made. Dwight will send out a spreadsheet to the board of governors.
2. (July 6/10) Dwight Scott will request 9 ASHRAE members to update their biography in order to be eligible to receive an award.

Conclusions:

Action items

Person responsible

Deadline

Item 5.13: (Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Discussion:

1. (Oct 12/10) Dwight Scott has completed the enormous task of going through all of the history material. Dwight has established a binder containing a registry of the executive and a list of yearly scholarship recipients. The remaining items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

Conclusions:

Action items

Person responsible

Deadline

(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.

Dwight Scott /
John Willden

Item 5.14: (Nov 9/10) NBCC SJ's request to renew scholarship

Presenter: Kevin Clannon

Discussion:

1. (Oct 12/10) Jennifer received a letter from Lori Cameron, NBCC Saint John addressed to Dan Boudreau asking if council would be willing to provide a \$1,000 ASHRAE scholarship again this year. Kevin Clannon talked to the Dean last year and asked the students to register as ASHRAE members for \$20 per student paid by the NB/PEI Chapter as a member sponsor. This year Kevin Clannon will ask the students to register as members and that the Student Branch provide a tentative agenda for the year. Dwight Scott indicated that the best way to contact Doug Scott is by phone at 8:00am before classes.

Conclusions:

1. (Nov 15/10) Doug Scott and Bill Chamberlain provided a tentative schedule for the ASHRAE Student Branch, Oct – Tour of Strescon, Nov – Guest Speaker, Jan – Tour of Aliant, Feb – Tour of UNB Power Plant, March – Guest Speaker, April – Tour of CFB Gagetown (HVAC and power plant), May – Tour of wind farm
2. (Nov 15/10) Amanda Wood received the NBCC SJ Student membership forms from Shevawn.
3. (Nov 15/10) Dan Boudreau made a motion (seconded by John Willden) that passed unanimously for Jennifer to send a cheque to Lori Cameron, payable to NBCC Saint John. They can process it and cut their own cheque for the winner and present this during their Nov 26 ceremony.

Action Items

Person responsible

Deadline

(Nov 15/10) Jennifer Chapman to mail a cheque to Lori Cameron payable to NBCC Saint John for the amount of \$1,000.

Jennifer Chapman

Item 5.15: (Nov 9/10) We need 3 new members

Presenter: Yves Savoie

Discussion:

1. (Nov 9/10) During the Halifax CRC the goal was set to recruit 6 new members. We currently have 3 new members and need 3 more.

Conclusions:

Action items

Person responsible

Deadline

(Nov 9/10) Yves Savoie will attempt to recruit 3 new ASHRAE members.

Yves Savoie

Item 5.16: (Nov 9/10) University of Moncton ASHRAE Presentation **Presenter:** Mathieu Breau

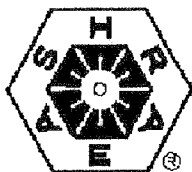
Discussion:

1. (Nov 9/10) Last year a presentation was given by Mathieu Breau, Yves Savoie and John Willden in regards to YEA, ASHRAE local chapter, the ASHRAE technical manuals and standards. The presentation was done during the end of the class in proximity to exam week.

Conclusions:

1. (Nov 9/10) The presentation should be repeated this year. The presentation should be done at the beginning of the class and at the start of the semester (2nd or 3rd class of the semester). It would be preferable to have Robert McEwen, Yves Savoie, Mathieu Breau and Amanda Wood available for this presentation.

Action items	Person responsible	Deadline
(Nov 9/10) Mathieu Breau to contact Mechanical Engineering Faculty to get contact information of HVAC professor.	Mathieu Breau	Jan 2010



ASHRAE

**American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.**

NB/PEI CHAPTER Minutes of meeting #6

December 14, 2010

3:30 pm - 5:00 pm

City Grill, Moncton, NB

Meeting Chaired by: Robert McEwen

Secretary: Mathieu Breau

Attendees:

Robert McEwen, President
John Willden, Vice President / Research Promotion
Mathieu Breau, CTTC Chair / Secretary
Yves Savoie, Membership

Eugene Bilodeau, Board of Governors
Dwight Scott, Historian
Jennifer Chapman, Treasurer
Dan Boudreau, Board of Governors

Absent:

Kevin Clannon, President Elect
Frederic Desjardins, Board of Governors
Jason Nelson, Board of Governors
Robert Hoadley, Newsletter Editor/Webmaster
Gerry Waselynychuk, Board of Governors

Amanda Wood, Student Activities
Scott Shreenan, Board of Governors
Jeannot Thibodeau, Board of Governors
Luc Dugas, Board of Governors

Minutes

Item 6.1: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Conclusions:

Feb 20 – Evening with the Cats: Moncton Wildcats vs Val-d'Or Foreurs. The cost will be \$5 more per ticket this year. The price of \$10 Student/Youth, \$15 Member Spouse/Companion and \$20 Non-Member/Spouse will include ticket, pop, small fry and hot dog.

March 8 – The selected topic is "740 Belair in Montreal, 1st place Technology award winner of 2008" presented by, CTTC RVC, Jean-Gabriel Joannette.

April 12 – Research and Promotion RVC David Rasmussen has been invited to our April 12 meeting with a prior visit to the Halifax Chapter on April 11. David Rasmussen to confirm his availability with Dan Boudreau.

April 12 – DL Victor W. Goldschmidt, topic will be "Sustainability and Implications in Context of Power Plants", Dwith Scott prepared DL documentation, Mathieu Breau signed and forwarded to Jean-Gabriel Joannette for his signature and to be forwarded to ASHRAE headquarters. Once approved, this will ensure transportation fees are covered.

April 13 – DL Victor W. Goldschmidt, 3-hour work shop topic will be "Leadership Principles" and will be delivered at NBCC Moncton for members and students.

Action items

Person responsible Deadline

(Nov 9/10) Confirm April 12 availability of David Rasmussen

Dan Boudreau

(Nov 9/10) Ask David Rasmussen if he would be willing to visit the Halifax Chapter on April 11 and the NB/PEI Chapter on April 12.

Dan Boudreau

(Nov 9/10) Dan will advertise the Feb 20 Wildcats game in the Herring Choker

Dan Boudreau

Item 6.2: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour

Presenter: John Willden

Conclusions:

1. The proposed departure time from Moncton is 2:00pm for an arrival of 3:30pm at NY Thermal. It is estimated the tour will be approximately 1 ½ hours long. At 5:00pm we would leave NY Thermal to have pizza at NBCC Saint John for 5:30pm. A tour of the NBCC laboratories is proposed from 6:00pm to 6:30pm.

Action items (Item 6.2 NY Thermal Plant Tour Cont'd)

(Dec 14/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.

Person responsible

Deadline

John Willden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 5:30pm to 6:00pm. Get the students involved ask them where we should order the pizza.

Kevin Clannon
John Willden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 6:00pm to 6:30pm.

Kevin Clannon
John Willden

Item 6.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

Person responsible

Deadline

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Robert McEwen

May 2011

Item 6.4: (Dec 14/10) Scholarship – missed deadlines

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) A motion passed unanimously to award the "Chapter Son or Daughter of ASHRAE Member" Scholarship to Brenna Tweedie.

Action items

Person responsible

Deadline

(Dec 14/10) Robert McEwen will make the announcement to the scholarship recipient.

Robert McEwen

(Dec 14/10) Jennifer shall prepare a check for the amount of \$500.

Jennifer Chapman

(Dec 14/10) John Willden shall prepare a scholarship certificate.

John Willden

Will she be home during March Break?

Item 6.5: (Nov 9/10) NBCC SJ's request to renew scholarship

Presenter: Kevin Clannon

Conclusions:

(Dec 14/10) Article shall appear to Herring Choker in regards to 2010 ASHRAE award recipient Jonathan Adamson from NBCC Saint John.

Action items

Person responsible

Deadline

(Dec 14/10) Kevin Clannon to verify if a picture of the award recipient, Jonathan Adamson, has been sent to us. Jennifer to e-mail Robert Hoadley award information for Herring Choker.

Kevin Clannon
Jennifer Chapman

Item 6.6: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) Vicky Grant from Atlanta has the Chapter Award applications. The successful applicants will be contacted.

Brenna

Item 6.7: (Nov 9/10) ASHRAE History Material **Presenter:** Dwight Scott

Discussion:

1. (Oct 12/10) The remaining history items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

Action items	Person responsible	Deadline
(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.	Dwight Scott / John Willden	

Item 6.8: (Nov 9/10) Returned Newsletters **Presenter:** Yves Savoie

Discussion:

(Dec 14/10) There were only 4 returned Newsletter this month. Robert/Yves have asked the UPS store to add the name of each company on the outgoing letters. This appears to have rectified the majority of the returned newsletters.

Conclusions:

1. (Dec 14/10) The Herring Choker shall be exclusively by e-mail starting September 2011. The motion passed unanimously to discontinue the paper copy of the newsletter July 2011.

Item 6.9: (Nov 9/10) Delinquent list **Presenter:** Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items	Person responsible	Deadline
(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if the no longer want to be members and retire their membership.	Yves Savoie	

Item 6.10: (Nov 9/10) Financials Budget (Aug 2010 to July 2012) **Presenter:** Jennifer Chapman

Conclusions:

(Dec 14/10) The ASHRAE budget for the 2 year period (Aug 2010 to July 2012) was presented by Jennifer Chapman. Budget was approved by council (6 Yea, 0 nea, 1 abstention).

Item 6.11: (Nov 9/10) Halifax CRC (August 27, 28 and 29) **Presenter:**

Conclusions:

1. (Dec 14/10) Jennifer has cashed the check from ASHRAE headquarters in regards to the Halifax CRC travel expenses. The re-reimbursement was slightly higher than expected (\$1,197.99 rather than \$900)

Item 6.12: (Nov 9/10) ASHRAE Golf Tournament **Presenter:**

Conclusions:

1. There are 6 invoices for 2009 that we do not have a record of payment. Jennifer will follow up with 1, Amanda 1, Mathieu 1 and Robert McEwen 2.
2. There are 6 ASHRAE golf tournament invoices for 2010 that we do not have a record of payment. Jennifer will follow up with 3, Matt 1 and Robert 2.
3. The council will not collect unpaid amounts for 2008 and prior.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)**Person responsible****Deadline**

(Dec 14/10) Mathieu shall request a record of payment from the same contact for both 2009 and 2010 golf tournament.

Mathieu Breau

(Dec 14/10) Amanda shall request a record of payment from her contact for 2009 golf tournament.

Amanda Wood

(Dec 14/10) Jennifer shall request a record of payment from her contact for 2009 golf tournament. Jennifer shall request a record of payment from her three contacts for 2010 golf tournament.

Jennifer Chapman

(Dec 14/10) Robert shall request a record of payment from both his contacts for 2009 golf tournament. Robert shall request a record of payment from both his contacts for 2010 hole sponsorship.

Robert McEwen

Item 6.13: (Nov 9/10) Accounting Services**Presenter:** Jennifer Chapman**Discussion:**

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waselynychuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and for Bruce Wood to provide us a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action items**Person responsible****Deadline**

(Dec 14/10) Jennifer Chapman / Gerry Waselynychuk to schedule an appointment with Bruce Wood that corresponds with Robert McEwen, Jennifer Chapman and Dan Boudreau's availability.

Jennifer Chapman,
Robert McEwen,
Dan Boudreau

Item 6.14: (Nov 9/10) University of Moncton ASHRAE Presentation**Presenter:** Mathieu Breau**Conclusions:**

1. (Jan 10/11) Professor Small Guenon from the Université de Moncton would allow us to do a brief ASHRAE presentation. Professor Small teaches 'Conversion d'Énergie' every Monday morning at 10:00am in room 256G1.
2. (Dec 14/10) Dwight Scott has provided a 8 minute clip and John Willden will provide the clip on "Green is the color of money".

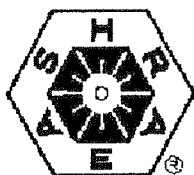
Action items**Person responsible****Deadline**

(Jan 10/11) ASHRAE presentation to be scheduled.

Mathieu Breau

Contact Information

Phone	Name	Title	Email
857-8880	Robert McEwen	President	rmcewen@mcw.com
382-8625	Kevin Clannon	President Elect	kclannon@master.ca
856-2215	John Willden (Work)	Vice President /	john.willden@gnb.ca
857-8142	John Willden (Home)	Research Promotion	willdenj@nb.sympatico.ca
204-2820	Dwight Scott	Historian	dwightgscott@gmail.com
857-8880	Mathieu Breau	CTTC Chair / Secretary	mbreau@mcw.com
857-8788	Jennifer Chapman	Treasurer	jennifer@aquavapgroup.ca
858-1300	Yves Savoie	Membership	ysavoie@enerplan.com
538-2346	Amanda Wood	Student Activities	amanda_wood_04@hotmail.com
549-3940	Robert Hoadley	Newsletter Editor/ Webmaster	robert.hoadley@rogers.com
857-8880	Dan Boudreau	Board of Governors	dboudreau@mcw.com
857-8788	Gerry Waselynychuk	Board of Governors	gerry@aquavapgroup.ca
857-8880	Frederic Desjardins	Board of Governors	fdesjardins@mcw.com
388-3273	Luc Dugas	Board of Governors	luc.dugas@enbridge.com
875-8857	Eugene Bilodeau	Board of Governors	pebilodeau@master.ca
857-8880	Scott Shreenan	Board of Governors	sshreenan@mcw.com
382-8625	Jason Nelson	Board of Governors	jnelson@master.ca
758-8806	Jeannot Thibodeau	Board of Governors	jeannot@conairventilation.com



ASHRAE
American Society of Heating, Refrigerating and Air-
 Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #7

January 11, 2011
 3:30 pm - 5:00 pm
 City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Jennifer Chapman

Attendees:

Kevin Clannon, President Elect
 Dwight Scott, Historian

Dan Boudreau, Board of Governors
 Jennifer Chapman, Treasurer

Absent:

Mathieu Breau, CTTC Chair / Secretary
 Robert McEwen, President
 John Willden, Vice President /Research Promotion
 Frederic Desjardins, Board of Governors
 Jason Nelson, Board of Governors
 Robert Hoadley, Newsletter Editor/Webmaster
 Gerry Waselynychuk, Board of Governors

Yves Savoie, Membership
 Eugene Bilodeau, Board of Governors
 Amanda Wood, Student Activities
 Scott Shreenan, Board of Governors
 Jeannot Thibodeau, Board of Governors
 Luc Dugas, Board of Governors

Minutes

Item 6.1: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Conclusions:

Feb 20 – Evening with the Cats: Moncton Wildcats vs Val-d'Or Foreurs. The cost will be \$5 more per ticket this year. The price of \$10 Student/Youth, \$15 Member Spouse/Companion and \$20 Non-Member/Spouse will include ticket, pop, small fry and hot dog. (Jan 11/11) There are 9 registered for this event.

March 8 – The selected topic is "740 Belair in Montreal, 1st place Technology award winner of 2008" presented by, CTTC RVC, Jean-Gabriel Joannette.

April 12 – Research and Promotion RVC David Rasmussen has been invited to our April 12 meeting with a prior visit to the Halifax Chapter on April 11. David Rasmussen to confirm his availability with Dan Boudreau.

April 12 – DL Victor W. Goldschmidt, topic will be "Sustainability and Implications in Context of Power Plants", Dwith Scott prepared DL documentation, Mathieu Breau signed and forwarded to Jean-Gabriel Joannette for his signature and to be forwarded to ASHRAE headquarters. Once approved, this will ensure transportation fees are covered.

April 13 – DL Victor W. Goldschmidt, 3-hour work shop topic will be "Leadership Principles" and will be delivered at NBCC Moncton for members and students.

Action items

Person responsible Deadline

(Nov 9/10) Confirm April 12 availability of David Rasmussen	Dan Boudreau
(Nov 9/10) Ask David Rasmussen if he would be willing to visit the Halifax Chapter on April 11 and the NB/PEI Chapter on April 12.	Dan Boudreau

(Nov 9/10) Dan will advertise the Feb 20 Wildcats game in the Herring Choker	Dan Boudreau
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Item 6.2: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour

Presenter: John Willden

Conclusions:

1. The proposed departure time from Moncton is 2:00pm for an arrival of 3:30pm at NY Thermal. It is estimated the tour will be approximately 1 ½ hours long. At 5:00pm we would leave NY Thermal to have pizza at NBCC Saint John for 5:30pm. A tour of the NBCC laboratories is proposed from 6:00pm to 6:30pm.

Action items (Item 6.2 NY Thermal Plant Tour Cont'd)

(Dec 14/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 5:30pm to 6:00pm. Get the students involved ask them where we should order the pizza.

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 6:00pm to 6:30pm.

Person responsible **Deadline**

John Willden

Kevin Clannon
John Willden

Kevin Clannon
John Willden

Item 6.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Person responsible **Deadline**

Robert McEwen May 2011

Item 6.4: (Dec 14/10) Scholarship – missed deadlines

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) A motion passed unanimously to award the "Chapter Son or Daughter of ASHRAE Member" Scholarship to Brennah Tweedie.

Action items

(Dec 14/10) Robert McEwen will make the announcement to the scholarship recipient.

(Dec 14/10) Jennifer shall prepare a check for the amount of \$500.

(Dec 14/10) John Willden shall prepare a scholarship certificate.

Person responsible **Deadline**

Robert McEwen

Jennifer Chapman

John Willden

Item 6.5: (Nov 9/10) NBCC SJ's request to renew scholarship

Presenter: Kevin Clannon

Conclusions:

(Dec 14/10) Article shall appear to Herring Choker in regards to 2010 ASHRAE award recipient Jonathan Adamson from NBCC Saint John.

Action items

(Dec 14/10) Kevin Clannon to verify if a picture of the award recipient, Jonathan Adamson, has been sent to us. Jennifer to e-mail Robert Hoadley award information for Herring Choker.

Person responsible **Deadline**

Kevin Clannon

Jennifer Chapman

*Done by
Sent me a
picture*

Item 6.6: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) Vicky Grant from Atlanta has the Chapter Award applications. The successful applicants will be contacted.

Item 6.7: (Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Discussion:

1. (Oct 12/10) The remaining history items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

Action items

(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.

Person responsible

Dwight Scott /
John Willden

Deadline

Item 6.8: (Nov 9/10) Returned Newsletters

Presenter: Yves Savoie

Discussion:

(Dec 14/10) There were only 4 returned Newsletter this month. Robert/Yves have asked the UPS store to add the name of each company on the outgoing letters. This appears to have rectified the majority of the returned newsletters.

Conclusions:

1. (Dec 14/10) The Herring Choker shall be exclusively by e-mail starting September 2011. The motion passed unanimously to discontinue the paper copy of the newsletter July 2011.

*Need other
is with future
Chokers*

Item 6.9: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items

(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if the no longer want to be members and retire their membership.

Person responsible

Yves Savoie

Deadline

Item 6.10: (Nov 9/10) Financials Budget (Aug 2010 to July 2012)

Presenter: Jennifer Chapman

Conclusions:

(Dec 14/10) The ASHRAE budget for the 2 year period (Aug 2010 to July 2012) was presented by Jennifer Chapman. Budget was approved by council (6 Yea, 0 nea, 1 abstention).

Item 6.11: (Nov 9/10) Halifax CRC (August 27, 28 and 29)

Presenter:

Conclusions:

1. (Dec 14/10) Jennifer has cashed the check from ASHRAE headquarters in regards to the Halifax CRC travel expenses. The re-reimbursement was slightly higher than expected (\$1,197.99 rather than \$900)

Item 6.12: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

1. There are 6 invoices for 2009 that we do not have a record of payment. Jennifer will follow up with 1, Amanda 1, Mathieu 1 and Robert McEwen 2.
2. There are 6 ASHRAE golf tournament invoices for 2010 that we do not have a record of payment. Jennifer will follow up with 3, Matt 1 and Robert 2.
3. The council will not collect unpaid amounts for 2008 and prior.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)**Person responsible** **Deadline**

(Dec 14/10) Mathieu shall request a record of payment from the same contact for both 2009 and 2010 golf tournament.

Mathieu Breau

(Dec 14/10) Amanda shall request a record of payment from her contact for 2009 golf tournament.

Amanda Wood

(Dec 14/10) Jennifer shall request a record of payment from her contact for 2009 golf tournament. Jennifer shall request a record of payment from her three contacts for 2010 golf tournament.

Jennifer Chapman

(Dec 14/10) Robert shall request a record of payment from both his contacts for 2009 golf tournament. Robert shall request a record of payment from both his contacts for 2010 hole sponsorship.

Robert McEwen

Item 6.13: (Nov 9/10) Accounting Services**Presenter:** Jennifer Chapman**Discussion:**

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waselynychuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and for Bruce Wood to provide us a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action items**Person responsible** **Deadline**

(Dec 14/10) Jennifer Chapman / Gerry Waselynychuk to schedule an appointment with Bruce Wood that corresponds with Robert McEwen, Jennifer Chapman and Dan Boudreau's availability.

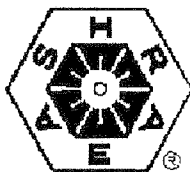
Jennifer Chapman,
Robert McEwen,
Dan Boudreau**Item 6.14:** (Nov 9/10) University of Moncton ASHRAE Presentation
Tentatively scheduled for Tuesday, Feb 15 at 11:15am.**Presenter:** Mathieu Breau**Conclusions:**

1. (Jan 10/11) Professor Small Guenon from the Université de Moncton would allow us to do a brief ASHRAE presentation. Professor Small teaches 'Conversion d'Énergie' every Monday morning at 10:00am in room 256G1.
2. (Dec 14/10) Dwight Scott has provided a 8 minute clip and John Willden will provide the clip on "Green is the color of money".

Action items**Person responsible** **Deadline**

(Jan 10/11) ASHRAE presentation to be scheduled.

Mathieu Breau



ASHRAE
**American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.**

NB/PEI CHAPTER
Minutes of meeting #8

February 8, 2011
3:30 pm - 5:00 pm
City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Kevin Clannon

Attendees:

Kevin Clannon, President Elect
Dwight Scott, Historian
John Willden, Vice President /Research Promotion
Jeannot Thibodeau, Board of Governor

Dan Boudreau, Board of Governors
Jennifer Chapman, Treasurer
Yves Savoie, Membership

Absent:

Mathieu Breau, CTTC Chair / Secretary
Robert McEwen, President
Frederic Desjardins, Board of Governors
Jason Nelson, Board of Governors
Robert Hoadley, Newsletter Editor/Webmaster

Amanda Wood, Student Activities
Eugene Bilodeau, Board of Governors
Scott Shreenan, Board of Governors
Gerry Waselynychuk, Board of Governors
Luc Dugas, Board of Governors

Minutes

Item 8.1: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Conclusions:

March 8 – The selected topic is “740 Belair in Montreal, 1st place Technology award winner of 2008” presented by, CTTC RVC, Jean-Gabriel Joannette.

April 12 – DL Victor W. Goldschmidt, topic will be “Sustainability and Implications in Context of Power Plants”. Victor probably already has a clock, Dwight will purchase a new gift (up to \$50).

April 13 – DL Victor W. Goldschmidt, 3-hour work shop topic will be “Leadership Principles” and will be delivered at NBCC Moncton for members and students. John Willden will reserve a room at NBCC Moncton.

1. Motion passed to purchase 20 engraved ASHRAE clocks (Dwight, seconded by Jeannot, passed unanimously).
2. “Hot Topic” ASHRAE 1 hour presentation has been downloaded on laptop to replace a last minute cancelation.

Item 8.2: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour

Presenter: John Willden

Conclusions:

1. John Willden has students from NBCC Saint John making arrangements and in touch with NBCC Moncton Students.

2. The proposed departure time from Moncton is 2:00pm for an arrival of 3:30pm at NY Thermal. It is estimated the tour will be approximately 1 ½ hours long. At 5:00pm we would leave NY Thermal to have pizza at NBCC Saint John for 5:30pm. A tour of the NBCC laboratories is proposed from 6:00pm to 6:30pm.

Action items (Item 6.2 NY Thermal Plant Tour Cont'd)

Person responsible Deadline

(Dec 14/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.

John Willden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 5:30pm to 6:00pm. Get the students involved ask them where we should order the pizza.

Kevin Clannon
John Wilden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 6:00pm to 6:30pm.

Kevin Clannon
John Wilden

Item 8.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary **Presenter:** Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items	Person responsible	Deadline
(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.	Robert McEwen	May 2011

Item 8.4: (Jan 11/10) Scholarships **Presenter:** Dwight Scott

Conclusions:

(Jan 11/10) A motion passed unanimously to increase scholarship amounts to \$1,000 (Dwight, seconded by Kevin, passed unanimously via e-mail voting).

Action items	Person responsible	Deadline
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Item 8.5: (Nov 9/10) Chapter Awards **Presenter:** Dwight Scott

Conclusions:

(Dec 14/10) Vicky Grant from Atlanta has the Chapter Award applications. The successful applicants will be contacted.

Call V.G.

Item 8.6: (Nov 9/10) ASHRAE History Material **Presenter:** Dwight Scott

Discussion:

1. (Oct 12/10) The remaining history items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

*Did not
Burr*

Action items	Person responsible	Deadline
(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.	Dwight Scott / John Willden	

Item 8.7: (Nov 9/10) Delinquent list **Presenter:** Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items	Person responsible	Deadline
(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if the no longer want to be members and retire their membership.	Yves Savoie	

Item 8.8: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

1. There are 6 invoices for 2009 that we do not have a record of payment. Jennifer will follow up with 1, Amanda 1, Mathieu 1 and Robert McEwen 2.
2. There are 6 ASHRAE golf tournament invoices for 2010 that we do not have a record of payment. Jennifer will follow up with 3, Matt 1 and Robert 2.
3. The council will not collect unpaid amounts for 2008 and prior.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)

Person responsible Deadline

(Dec 14/10) Mathieu shall request a record of payment from the same contact for both 2009 and 2010 golf tournament.

Mathieu Breau

(Dec 14/10) Amanda shall request a record of payment from her contact for 2009 golf tournament.

Amanda Wood

(Dec 14/10) Jennifer shall request a record of payment from her contact for 2009 golf tournament. Jennifer shall request a record of payment from her three contacts for 2010 golf tournament.

Jennifer Chapman

(Dec 14/10) Robert shall request a record of payment from both his contacts for 2009 golf tournament. Robert shall request a record of payment from both his contacts for 2010 hole sponsorship.

Robert McEwen

Item 8.9: (Nov 9/10) Accounting Services

Presenter: Jennifer Chapman

Discussion:

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Decision to purchase new software July 1st, 2011 and purchase a laptop for the Chapter. It has been requested that Jennifer stay on as treasurer for the next executive.
2. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waschuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and for Bruce Wood to provide us a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action Items

Person responsible Deadline

Item 8.10: (Nov 9/10) University of Moncton ASHRAE Presentation

Presenter: Mathieu Breau

Conclusions:

1. (Jan 11/11) Professor Small Guenon from the Université de Moncton would allow us to do a brief ASHRAE presentation. Professor Small teaches 'Conversion d'Énergie' every Monday morning at 10:00am in room 256G1.
2. (Dec 14/10) Dwight Scott has provided an 8 minute clip and John Willden will provide the clip on "Green is the color of money".

Action Items

Person responsible Deadline

(Jan 11/11) ASHRAE presentation to be scheduled.

Mathieu Breau

Item 8.11: (Jan 11/11) PAOE points

Presenter: Kevin Clannon

Conclusions:

1. (Jan 11/11) President Elect (Kevin) to enter PAOE points after consulting with chairs.

Item 8.12: (Jan 11/11) Crane Mountain Landfill

Presenter:

Conclusions:

1. (Jan 11/11) Doug Scott would like to take students to Crane Mountain Landfill. Doug to e-mail when they are going.
2. (Jan 11/11) Motion to sponsor NBCC's students transportation for outing to landfill (Dwight, seconded by Dan)

Item 8.13: (Feb 8/11) Dues

Presenter: Jennifer Chapman

Conclusions:

1. (Feb 8/11) Notice from Society wanting to collect dues.

Item 8.14: (Feb 8/11) YEA Weekend

Presenter:

Conclusions:

1. (Feb 8/11) YEA weekend is from April 1 to 3, 2011.

Karvin Lopez
Mike Boudreau

Item 8.15: (Feb 8/11) Electronic Newsletter

Presenter:

Conclusions:

1. (Feb 8/11) Choker should add note about electronic only chokers for 2011-2012 and that members should e-mail YEA with their current address for the rest of the year.

DBS on ctee

Item 8.16: (Feb 8/11) Invoice

Presenter: Jennifer Chapman

Conclusions:

1. (Feb 8/11) Invoice – from CRC for area assigned members Guy P. to see where this invoice is.

Item 8.17: (Feb 8/11) Research Promotion

Presenter: John Willden

Conclusions:

1. (Feb 8/11) Collected \$1,265 to date + hole sponsorship (\$1,800).

Item 8.18: (Feb 8/11) New e-mail

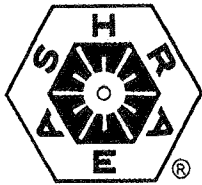
Presenter:

Conclusions:

1. (Feb 8/11) Send Amanda Wood new e-mail out to executive and updated the Contact Information in minutes of meeting.

Contact Information

Phone	Name	Title	Email
857-8880	Robert McEwen	President	rmcewen@mcw.com
382-8625	Kevin Clannon	President Elect	kclannon@master.ca
856-2215	John Willden (Work)	Vice President /	john.willden@gnb.ca
857-8142	John Willden (Home)	Research Promotion	willdenj@nb.sympatico.ca
204-2820	Dwight Scott	Historian	dwightgscott@gmail.com
857-8830	Mathieu Breau	CTTC Chair / Secretary	mbreau@mcw.com
857-8788	Jennifer Chapman	Treasurer	jennifer@aquavapgroup.ca
857-8200	Yves Savoie	Membership	ysavoie@enerplan.com
524-8346	Amanda Wood	Student Activities	amanda_wood_04@hotmail.com ✓
543-2040	Robert Hoadley	Newsletter Editor/ Webmaster	robert.hoadley@rogers.com
857-8990	Dan Boudreau	Board of Governors	dboudreau@mcw.com
857-8788	Gerry Waselynychuk	Board of Governors	gerry@aquavapgroup.ca
857-8930	Frederic Desjardins	Board of Governors	fdesjardins@mcw.com
386-3273	Luc Dugas	Board of Governors	luc.dugas@enbridge.com
857-8657	Eugene Bilodeau	Board of Governors	pebilodeau@master.ca
857-8930	Scott Shreenan	Board of Governors	sshreenan@mcw.com
382-8125	Jason Nelson	Board of Governors	jnelson@master.ca
756-1106	Jeannot Thibodeau	Board of Governors	jeannot@conairventilation.com



ASHRAE

American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.

NB/PEI CHAPTER Minutes of meeting #9

March 8, 2011

3:30 pm - 5:00 pm

City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Kevin Clannon, President Elect
Dwight Scott, Historian
John Willden, Vice President /Research Promotion
David Samual
Francis LaCharite, RVC- Membership

Dan Boudreau, Board of Governors
Jennifer Chapman, Treasurer
Eugene Bilodeau, Board of Governors
Jean-Gabriel Joannette, RVC CTTC

Absent:

Mathieu Breau, CTTC Chair / Secretary
Robert McEwen, President
Frederic Desjardins, Board of Governors
Jeannot Thibodeau, Board of Governor
Jason Nelson, Board of Governors
Robert Hoadley, Newsletter Editor/Webmaster

Amanda Wood, Student Activities
Luc Dugas, Board of Governors
Scott Shreenan, Board of Governors
Yves Savoie, Membership
Gerry Waselynychuk, Board of Governors

Minutes

Item 8.1: (Aug 10/10) ASHRAE Program 2010-2011

Presenter: Mathieu Breau

Conclusions:

April 12 – DL Victor W. Goldschmidt, topic will be "Sustainability and Implications in Context of Power Plants". Victor probably already has a clock, Dwight will purchase a new gift (up to \$50).

April 13 – DL Victor W. Goldschmidt, 3-hour work shop topic will be "Leadership Principles" and will be delivered at NBCC Moncton for members and students. John Willden will reserve a room at NBCC Moncton.

1. Amend previous minutes to purchase 32 engraved ASHRAE flashlights, 5 Rosewood pens (Dwight, seconded by Jeannot, passed unanimously).

2. "Hot Topic" ASHRAE 1 hour presentation has been downloaded on laptop to replace a last minute cancelation.

Item 8.2: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour

Presenter: John Willden

Conclusions:

1. John Willden has students from NBCC Saint John making arrangements and in touch with NBCC Moncton Students.

2. The proposed departure time from Moncton is 2:00pm for an arrival of 3:30pm at NY Thermal. It is estimated the tour will be approximately 1 ½ hours long. At 5:00pm we would leave NY Thermal to have pizza at NBCC Saint John for 5:30pm. A tour of the NBCC laboratories is proposed from 6:00pm to 6:30pm.

Action items (Item 6.2 NY Thermal Plant Tour Cont'd)

Person responsible **Deadline**

(Dec 14/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.

John Willden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 5:30pm to 6:00pm. Get the students involved ask them where we should order the pizza.

Kevin Clannon
John Wilden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 6:00pm to

Kevin Clannon
John Wilden

6:30pm.

Free on some
any @ noon

Mar 8/11) John Willden provided more details but indicated that everything is not completely confirmed. Should be finalized by next meeting.

Item 8.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate its 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

Person responsible

Deadline

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Robert McEwen

May 2011

Item 8.5: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) Vicky Grant from Atlanta has the Chapter Award applications. The successful applicants will be contacted.

(Mar 8/11) Dwight Scott to follow-up

Item 8.6: (Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Discussion:

1. (Oct 12/10) The remaining history items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

Action items

Person responsible

Deadline

(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.

Dwight Scott /
John Willden

(Mar 8/11) Dwight Scott indicated that the banner was 'full' and requested another banner. (Dwight/John) was going to follow up and purchase the new banner through ASHREA

Item 8.7: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items

Person responsible

Deadline

(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if they no longer want to be members and retire their membership.

Yves Savoie

(Mar 8/11) Membership chair not in attendance/ moved to next meeting

Item 8.8: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

1. There are 6 invoices for 2009 that we do not have a record of payment. Jennifer will follow up with 1, Amanda 1, Mathieu 1 and Robert McEwen 2.

2. There are 6 ASHRAE golf tournament invoices for 2010 that we do not have a record of payment. Jennifer will follow up with 3, Matt 1 and Robert 2.

3. The council will not collect unpaid amounts for 2008 and prior.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)**Person responsible****Deadline**

(Dec 14/10) Mathieu shall request a record of payment from the same contact for both 2009 and 2010 golf tournament.

Mathieu Breau

(Dec 14/10) Amanda shall request a record of payment from her contact for 2009 golf tournament.

Amanda Wood

(Dec 14/10) Jennifer shall request a record of payment from her contact for 2009 golf tournament. Jennifer shall request a record of payment from her three contacts for 2010 golf tournament.

Jennifer Chapman

(Dec 14/10) Robert shall request a record of payment from both his contacts for 2009 golf tournament. Robert shall request a record of payment from both his contacts for 2010 hole sponsorship.

Robert McEwen

Item 8.9: (Nov 9/10) Accounting Services

Presenter: Jennifer Chapman

Discussion:

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Discussion to purchase new software July 1st, 2011 and purchase a laptop for the Chapter. It has been requested that Jennifer stay on as treasurer for the next executive.
2. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waselynychuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and for Bruce Wood to provide us a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action items**Person responsible****Deadline**

(Mar 8/11) To be conducted when the incoming treasurer takes over the books and transfer to the new office.

Item 8.10: (Nov 9/10) University of Moncton ASHRAE Presentation

Presenter: Mathieu Breau

Conclusions:

1. (Jan 11/11) Professor Small Guenon from the Université de Moncton would allow us to do a brief ASHRAE presentation. Professor Small teaches 'Conversion d'Énergie' every Monday morning at 10:00am in room 256G1.
2. (Dec 14/10) Dwight Scott has provided an 8 minute clip and John Willden will provide the clip on "Green is the color of money".

Action items**Person responsible****Deadline**

(Jan 11/11) ASHRAE presentation to be scheduled.

Mathieu Breau

(Mar 8/11) N/C

Item 8.11: (Jan 11/11) PAOE points

Presenter: Kevin Clannon

Conclusions:

1. (Jan 11/11) President Elect (Kevin) to enter PAOE points after consulting with chairs.

Item 8.12: (Jan 11/11) Crane Mountain Landfill

Presenter:

Conclusions:

1. (Jan 11/11) Doug Scott would like to take students to Crane Mountain Landfill. Doug to e-mail when they are going.
2. (Jan 11/11) Motion to sponsor NBCC's students transportation for outing to landfill (Dwight, seconded by Dan)

Item 8.14: (Feb 8/11) YEA Weekend

Conclusions:

1. (Feb 8/11) YEA weekend is from April 1 to 3, 2011.
2. (Mar 8/11) Two representatives going, Kevin Leger and Mike Boudreau. Expenses, spending and reimbursements are to be followed up by Jennifer.

15 /

3.

Item 8.15: (Feb 8/11) Electronic Newsletter

Presenter:

Conclusions:

1. (Feb 8/11) Choker should add note about electronic only chokers for 2011-2012 and that members should e-mail Yves with their current address for the rest of the year.
2. (Mar 8/11) Robert Hoadley accepted to continue the editorial of the Electric Newsletter for the next year. Dwight to help.

Item 8.16: (Feb 8/11) Invoice

Presenter:

Conclusions:

1. (Feb 8/11) Invoice – from CRC for area assigned members Guy P. to see where this invoice is.
2. (Mar 8/11) No invoice received as of March 8/2011

Item 8.17: (Feb 8/11) Research Promotion

Presenter: Jennifer Chapman

Conclusions:

1. (Feb 8/11) Collected \$1,265 to date + hole sponsorship (\$1,800).
2. (Mar 8/11) Collected 275.00 cheque. John indicated that there was 20 sent already and there were 30 ready to be sent.

Item 8.19: (Mar 9/11) Transport Students to Presentation(via email)

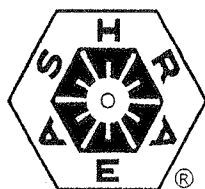
Presenter: Dwight Scott

Conclusions:

1. (Feb 8/11) Send Amanda Wood new e-mail out to executive and updated the Contact Information in minutes of meeting.
-

Contact Information

Phone	Name	Title	Email
857-8880	Robert McEwen	President	rmcewen@mcw.com
382-8625	Kevin Clannon	President Elect	kclannon@master.ca
856-2215	John Willden (Work)	Vice President /	john.willden@gnb.ca
857-8142	John Willden (Home)	Research Promotion	willdenj@nb.sympatico.ca
204-2820	Dwight Scott	Historian	dwightgscott@gmail.com
857-8880	Mathieu Breau	CTTC Chair / Secretary	mbreau@mcw.com
857-8788	Jennifer Chapman	Treasurer	jennifer@aquavapgroup.ca
858-1300	Yves Savoie	Membership	ysavoie@enerplan.com
538-2346	Amanda Wood	Student Activities	amanda_wood_04@hotmail.com
549-3940	Robert Hoadley	Newsletter Editor/ Webmaster	robert.hoadley@rogers.com
857-8880	Dan Boudreau	Board of Governors	dboudreau@mcw.com
857-8788	Gerry Waselynychuk	Board of Governors	gerry@aquavapgroup.ca
857-8880	Frederic Desjardins	Board of Governors	fdesjardins@mcw.com
388-3273	Luc Dugas	Board of Governors	luc.dugas@enbridge.com
875-8857	Eugene Bilodeau	Board of Governors	pebilodeau@master.ca
857-8880	Scott Shreenan	Board of Governors	sshreenan@mcw.com
382-8625	Jason Nelson	Board of Governors	jnelson@master.ca
758-8806	Jeannot Thibodeau	Board of Governors	jeannot@conairventilation.com



ASHRAE

American Society of Heating, Refrigerating and Air-
Conditioning Engineers Inc.

NB/PEI CHAPTER Minutes of meeting #10

April 12, 2011

3:30 pm - 5:00 pm

City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Robert McEwen, President
Dwight Scott, Historian
Mathieu Breau, CTTC Chair / Secretary
Dan Boudreau, Board of Governors
David W. Rasmussen, RVC- Student Affairs

Kevin Clannon, President Elect
Jennifer Chapman, Treasurer
Eugene Bilodeau, Board of Governors
Yves Savoie, Membership
Victor W. Goldschmidt, Distinguished Lecturer

Absent:

Amanda Wood, Student Activities
Frederic Desjardins, Board of Governors
Jeannot Thibodeau, Board of Governor
Jason Nelson, Board of Governors
Robert Hoadley, Newsletter Editor/Webmaster

Luc Dugas, Board of Governors
Scott Shreenan, Board of Governors
John Willden, Vice President /Research Promotion
Gerry Waselynychuk, Board of Governors

Minutes

Item 8.2: (Nov 9/10) May 10 – Saint John NY Thermal Plant Tour **Presenter:** John Willden

Conclusions:

1. John Willden has students from NBCC Saint John making arrangements and in touch with NBCC Moncton Students.
2. The proposed departure time from Moncton is 2:00pm for an arrival of 3:30pm at NY Thermal. It is estimated the tour will be approximately 1 ½ hours long. At 5:00pm we would leave NY Thermal to have pizza at NBCC Saint John for 5:30pm. A tour of the NBCC laboratories is proposed from 6:00pm to 6:30pm.

Action items (Item 6.2 NY Thermal Plant Tour Cont'd)

Person responsible **Deadline**

(Dec 14/10) John Willden to confirm with Patricia Smith if we may tour their plant from 4:30pm to 5:30pm.

John Willden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if we may have a pizza super at their college from 5:30pm to 6:00pm. Get the students involved ask them where we should order the pizza.

Kevin Clannon
John Wilden

(Dec 14/10) Kevin Clannon to confirm with Doug Scott if that would be interested to give us a small tour of their laboratories from 6:00pm to 6:30pm.

Kevin Clannon
John Wilden

(April 12/11) John to firm up details, May 10- noon BOG before departure at Construction Assoc.

John Wilden

Item 8.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate it's 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jamagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Person responsible

Robert McEwen

Deadline

May 2011

Item 8.5: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Dec 14/10) Vicky Grant from Atlanta has the Chapter Award applications. The successful applicants will be contacted.

(April 12/10) Nothing received as of yet, David W. Rasmussen to follow-up with delight

Item 8.6: (Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Discussion:

1. (Oct 12/10) The remaining history items that are beneficial to keep will need to be scanned. John Willden has volunteered to assist in the scanning of the documents.

Action items

(Nov 9/10) Dwight Scott and John Willden will scan the history items that are beneficial to keep.

Person responsible

Dwight Scott /
John Willden

Deadline

(April 12/10) Dwight indicated that we needed a scanner to use

Dwight Scott

-Need pictures of recipients of our bursaries

-Indicated that the new banner cost was \$300 USD + shipping and handling

Item 8.7: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items

(Nov 9/10) Yves Savoie to contact all 13 delinquent members to see if they would like to renew their members or if the no longer want to be members and retire their membership.

Person responsible

Yves Savoie

Deadline

(April 12/11) To follow up

Yves Savoie

Item 8.8: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

1. There are 6 invoices for 2009 that we do not have a record of payment. Jennifer will follow up with 1, Amanda 1, Mathieu 1 and Robert McEwen 2.
2. There are 6 ASHRAE golf tournament invoices for 2010 that we do not have a record of payment. Jennifer will follow up with 3, Matt 1 and Robert 2.
3. The council will not collect unpaid amounts for 2008 and prior.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)

(Dec 14/10) Mathieu shall request a record of payment from the same contact for both 2009 and 2010 golf tournament.

Person responsible

Mathieu Breau

Deadline

(Dec 14/10) Amanda shall request a record of payment from her contact for 2009 golf tournament.

Amanda Wood

(Dec 14/10) Jennifer shall request a record of payment from her contact for 2009 golf tournament. Jennifer shall request a record of payment

Jennifer Chapman

from her three contacts for 2010 golf tournament.

(Dec 14/10) Robert shall request a record of payment from both his contacts for 2009 golf tournament. Robert shall request a record of payment from both his contacts for 2010 hole sponsorship.

Robert McEwen

(April 12/11) Update for next Meeting

Item 8.9: (Nov 9/10) Accounting Services

Presenter: Jennifer Chapman

Discussion:

1. Jennifer Chapman received a the letter from Gary on Aug 17, 2010 advising the council be up to date with any of the new laws for non-profit organizations.

Conclusions:

1. Discussion to purchase new software July 1st, 2011 and purchase a laptop for the Chapter. It has been requested that Jennifer stay on as treasurer for the next executive.
2. Dwight Scott motioned for council (Jennifer Chapman, Robert McEwen, Dan Boudreau and possibly Gerry Waselynychuk) to make an appointment with accountant Bruce Wood to discuss new laws for non-profit organizations and for Bruce Wood to provide us a letter. The amount should be no more than \$1,000 for this service. Motion was seconded by Dan Boudreau and passed unanimously.

Action items

Person responsible **Deadline**

(April 12/11) decided to table Account Audit till the end of the term for the Treasurer, to clear up the year and start fresh for 2011/2012

(April 12/11) Jennifer accepted the treasurers roll for the 2011/2012 term

Item 8.10: (Nov 9/10) University of Moncton ASHRAE

Presenter: Mathieu Breau

Conclusions:

1. (Jan 11/11) Professor Small Guenon from the Université de Moncton would allow us to do a brief ASHRAE presentation. Professor Small teaches 'Conversion d'Énergie' every Monday morning at 10:00am in room 256G1.
2. (Dec 14/10) Dwight Scott has provided an 8 minute clip and John Willden will provide the clip on "Green is the color of money".

Action items

Person responsible **Deadline**

(Jan 11/11) ASHRAE presentation to be scheduled.

Mathieu Breau

(April 12/11) Tabled to fall schedule, Mike B. & Kevin L. To attend and help with presentation discussing the YEA weekend.

Item 8.11: (Jan 11/11) PAOE points

Presenter: Kevin Clannon

Conclusions:

1. (Jan 11/11) President Elect (Kevin) to enter PAOE points after consulting with chairs.
2. (April 12/11) tabled to post meeting discussion, Kevin to follow up and enter the PAOE points accumulated

Item 8.13: (Feb 8/11) Dues

Presenter:

Conclusions:

1. (Feb 8/11) Notice from Society wanting to collect dues.

Item 8.14: (Feb 8/11) YEA Weekend

Presenter: Jennifer Chapman

Conclusions:

1. (Feb 8/11) YEA weekend is from April 1 to 3, 2011.
2. (April 12/11) Mike B. & Kevin L. To present to membership highlights and objectives of YEA weekend

Item 8.15: (Feb 8/11) Electronic Newsletter

Presenter:

Conclusions:

1. (Feb 8/11) Choker should add note about electronic only chokers for 2011-2012 and that members should e-mail Yves with their current address for the rest of the year.
2. (April 12/11) Robert H. Accepted to continue with the newsletter and Dwight S. Has agreed to assist.

Item 8.16: (Feb 8/11) Invoice

Presenter:

Conclusions:

1. (Feb 8/11) Invoice – from CRC for area assigned members Guy P. to see where this invoice is.
2. (April 12/11) Recieved and paid to the CRC for Halifax and Quebec

Item 8.17: (Feb 8/11) Research Promotion

Presenter: Jennifer Chapman

Conclusions:

1. (Feb 8/11) Collected \$1,265 to date + hole sponsorship (\$1,800).
2. (April 12/11) Collection \$3,091.00 to date with addition of approximately \$1500 yet to be confirmed

Item 8.19: (April 12/11) Bus Expenses for Victor's Presentation

Presenter: John Willden

Conclusions:

1. (April 12/11) One Bus booked and invoiced to chapter (\$700.00)

Item 8.20: (April 12/11) Generate list of BOG chair/commitee positions

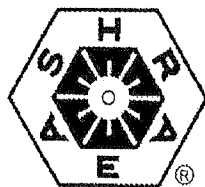
Presenter: Kevin Clannon

Conclusions:

1. (April 12/11) .Discussion for positions for 2011/2012

Contact Information

Phone	Name	Title	Email
857-8880	Robert McEwen	President	rmcewen@mcw.com
382-8625	Kevin Clannon	President Elect	kclannon@master.ca
856-2215	John Willden (Work)	Vice President /	john.willden@gnb.ca
857-8142	John Willden (Home)	Research Promotion	willdenj@nb.sympatico.ca
204-2820	Dwight Scott	Historian	dwightgscott@gmail.com
857-8880	Mathieu Breau	CTTC Chair / Secretary	mbreau@mcw.com
857-8788	Jennifer Chapman	Treasurer	jennifer@aquavapgroup.ca
858-1300	Yves Savoie	Membership	ysavoie@enerplan.com
538-2346	Amanda Wood	Student Activities	amanda_wood_04@hotmail.com
549-3940	Robert Hoadley	Newsletter Editor/ Webmaster	robert.hoadley@rogers.com
857-8880	Dan Boudreau	Board of Governors	dboudreau@mcw.com
857-8788	Gerry Waselynychuk	Board of Governors	gerry@aquavapgroup.ca
857-8880	Frederic Desjardins	Board of Governors	fdesjardins@mcw.com
388-3273	Luc Dugas	Board of Governors	luc.dugas@enbridge.com
875-8857	Eugene Bilodeau	Board of Governors	pebilodeau@master.ca
857-8880	Scott Shreenan	Board of Governors	sshreenan@mcw.com
382-8625	Jason Nelson	Board of Governors	jnelson@master.ca
758-8806	Jeannot Thibodeau	Board of Governors	jeannot@conairventilation.com



ASHRAE
American Society of Heating, Refrigerating and
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NB/PEI CHAPTER

Minutes of meeting #13

July 12, 2011

12 pm - 1 pm

MNECA, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Kevin Clannon, President
 Robert McEwen, Vice President /Research Promotion
 Yves Savoie, CTTC Chair
 John Willden, Student Activities

Dan Boudreau, Membership
 Jennifer Chapman, Treasurer
 Eugene Bilodeau, Secretary

Mike Boudreau, Board of Governors
 Pierre Comeau, Board of Governors
 Ken Martin, Board of Governors
 Devon Harinarine, Board of Governors
 Mathieu Breau, Board of Governors

Camille Chevarie, Board of Governor
 Eric LeBlanc, Board of Governors
 Gerry Waselynychuk, Board of Governors
 Kevin Leger, Board of Governors

2011/2012 Executive :

Executive

Kevin Clannon, President
 Dwight Scott, President Elect
 Robert McEwen, Vice President /Research Promotion
 Devadason Samuel, Historian
 Yves Savoie, CTTC Chair

Dan Boudreau, Membership
 Jennifer Chapman, Treasurer
 Eugene Bilodeau, Secretary
 John Willden, Student Activities
 Robert Hoadley, Newsletter Editor/Webmaster

Board of Governors

Mike Boudreau, Board of Governors
 Frederic Desjardins, Board of Governors
 Camille Chevarie, Board of Governor
 Pierre Comeau, Board of Governors
 Frederik Bernard, Board of Governors
 Ken Martin, Board of Governors
 Devon Harinarine, Board of Governors

Luc Dugas, Board of Governors
 Eric LeBlanc, Board of Governors
 Mathieu Breau, Board of Governors
 Gerry Waselynychuk, Board of Governors
 Kevin Leger, Board of Governors
 Jason Nelson, Board of Governors

OLD BUSINESS

Item 8.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate its 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

Person responsible

Deadline

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Robert McEwen

May 2011

(July 12/11) Require Follow-up

Robert McEwen

Item 8.5: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Jun 14/11) No word as of last meeting

(July 12/11) No word as of last meeting

Item 8.6: (Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Discussion:

1. (Jun 12/11) Dwight has created the files and will have them to be provided for Website

Action items

Person responsible

Deadline

Item 8.7: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items

Person responsible

Deadline

(July 12/11) Update of delinquency list

Dan Boudreau

Item 8.8: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

1. The delinquent list was discussed; prior bills must be cleared before new payment will be allowed.
2. No more billing... cheque or payment to be made prior to play...
3. Invitations sent.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)

Person responsible

Deadline

(July 12/11) 9 teams confirmed

-Luc Dugas is in the process of Contacting Sponsors for team prizes,
\$750.00 budget previously allotted

Item 8.11: (Jan 11/11) PAOE points

Presenter: Kevin Clannon

Conclusions:

1. (Jun 14/11) President Kevin to enter PAOE points after consulting with chairs.
2. (July12/11) CTTC and MEMBERSHIP Chairs to confirm/verify points

Item 8.17: (Feb 8/11) Research Promotion

Presenter: John Willden

Conclusions:

1. (Jun 14/11) Authorized amount to reach goal... Email to follow with exact amount.
2. Motion put forward...
3. (July 12/11) Goal was \$10,555.00, we submitted \$11,055.00, and cost to the membership was \$2817.00 + bad debts from golf.

Item 8.21: Presidents Night/Lobster Cruise

Presenter: Gerry Waselynychuk

Conclusions:

1. \$42.00/per cost (\$30.00/member/spouse)
2. Start time 4:30-5:00 Dinner 6:30pm First Drink Free
3. RSVP

Discussion:

- (July 12/11) There was little turn out, was decided that next year that a new venue and activity would be required for next years event

Item 8.22: Scholarship For NBCC St. Andrews

Presenter: Gerry Waselynychuk

Conclusions:

1. Technology Program (Kevin to discuss details)
2. Possibly split Bursary for 2 mid term
3. Contact Jeff O'neil
4. TABLED TILL SEPTEMBER

Item 8.23: CRC Quebec

Presenter: Kevin Clannon

Conclusions:

1. (July 12/11) Determined what the amounts would be covered for the trip
2. Travel, Board, \$250.00 spending, \$125.00 spouse registration to be covered,

Item 8.24: Meet Show Board

Presenter: Eugene Bilodeau

Conclusions:

1. (July 12/11) Dwight Scott to be one of the representatives for the meet show organizational board.
2. Motion to buy Table ... carried...

Item 8.24: New Minutes (transfer items to next year minutes)

Presenter: Eugene Bilodeau

Conclusions:

1. (July 12/11) Start new Minutes fresh...

BUSINESS ARISING

Item 9.1: (July 12/11) Programs For 2011/2012

Presenter: Kevin Clannon

Discussion:

1. The NB/PEI ASHRAE Chapter 2011/2012 Meeting Program / Discussion Topics to be established and contact with speakers to commence immediately to confirm availability.

Conclusions:

1. Preliminary List Established and delegation of persons to contact possible speakers

Action items**Person responsible****Deadline**

(July 12/11) All board members delegated are to establish contact with their speaker

ASHRAE (Sept 2011 - June 2012)		PROGRAM / DISCUSSION TOPICS						
	Suggested by		Liason	Topic	Company	Contact person	Phone	E-Mail
13-Sept	Gerry Waselenchuk	Refrigeration Night	Kevin Clannon	Variable Refrigerant Flow	LG Canada	Denis Murphy		
11-Oct	Kevin Clannon	Student Night <i>YEA</i>	Kevin Clannon	Active & Passive Chilled Beams	Dadanco	Chris Lawrence		
8-Nov	Gerry Waselenchuk	Membership Night <i>RP</i>	Gerry Waselenchuk	Dedicated Outdoor Air Systems?	???	???		
13-Dec		Past President's Night <i>RP</i>		Christmas Party Past Presidents Night?				
10-Jan	Ken Martin		Ken Martin	Public Safety (NB) ORN and Natural Gas				
14-Feb	Gerry W	<i>YEA (APEGNB)</i>	Gerry W	Investments Tax Free Savings				
13-Mar		Membership	Ken Martin	<i>MCA Speaker</i>				
10-Apr		DL/ RP night <i>Refrigeration</i>		TBA				
2-3 May		MEET SHOW <i>Membership Sale</i>		MEET SHOW executive meeting only				
12-Jun			John W	Wind-Farmers' WIRE Energy Institute PEI?? <i>Alternate Energy</i>				

Item 9.2: (July 12/11) Distinguished Lecturer For 2011/2012**Presenter:** Kevin Clannon**Discussion:**

1. The NB/PEI ASHRAE Chapter 2011/2012 Distinguished Lecturer to be established and contact with speakers to commence immediately to confirm availability.

Conclusions:

1. Preliminary List Established of possible speakers,

Action items**Person responsible****Deadline**

ASHRAE (Sept 2011 - June 2012)

Suggested by	Liason	Topic	Company	Contact person	Phone	E-Mail
13 Sep	Gerry Wasele	Refrigeration Night	Kevin Clannor	Variable Refrigerant Flow	LG Canada	Denis Murphy
11-Oct	Kevin Clannor	Student Night	Kevin Clannor	Active & Passive Chilled Beams	Dadanco	Chris Lawrence
8-Nov	Gerry Wasele	Membership Night	Gerry Wasele	Dedicated Outdoor Air Systems?	???	???
13-Dec		Past President's Night		Christmas Party Past Presidents Night?		
10-Jan	ken Martin		Ken Martin	Public Safety (NB) CRN and Natural Gas		
14-Feb	Gerry W		Gerry W	Investments Tax Free Savings		
13-Mar		Membership	Ken Martin	MCA Speaker		
10-Apr		DL/ RP night		TBA		
8-May		MEET SHOW		MEET SHOW executive meeting only		
12-Jun			John W	Wind Farms/ Wind Enrgy Institute PEI ??		



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTER

Minutes of meeting #2 August 9, 2011

Aug 9, 2011

12 pm - 1 pm

MNECA, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Kevin Clannon, President
Dwight Scott, President Elect
Robert McEwen, Vice President /Research Promotion
Devadason Samuel, Historian
Yves Savoie, CTTC Chair

Dan Boudreau, Membership
Jennifer Chapman, Treasurer
Eugene Bilodeau, Secretary
John Willden, Student Activities
Kevin Leger, YEA chair (new chair position)

Mike Boudreau, Board of Governors
Pierre Comeau, Board of Governors

Eric LeBlanc, Board of Governors
Frederik Bernard, Board of Governors

OLD BUSINESS

(Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Bob McEwen

Item 8.3:

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate its 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

Person responsible

- (July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required. Robert McEwen
- (July 12/11) Require Follow-up Robert McEwen
- (Aug 9/11) No News to report
-

Item 8.5: (Nov 9/10) Chapter Awards

Presenter: Dwight Scott

Conclusions:

(Jun 14/11) No word as of last meeting

(July 12/11) No word as of last meeting

- (Aug 9/11) No updates or News to report

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(Nov 9/10) ASHRAE History Material

Presenter: Dwight Scott

Item 8.6:

Discussion:

- (Jun 12/11) Dwight has created the files and will have them to be provided for Website
- (Aug 9/11) No News to report
- (Aug 9/11) Dwight has Exchanged the history material (the box) with incoming Historian Devadason Samuel

Item 8.7: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items

Person responsible

- (July 12/11) Update of delinquency list
- (Aug 9/11) No updates or News to report

Dan Boudreau

Item 8.8: (Nov 9/10) ASHRAE Golf Tournament

Presenter:

Conclusions:

- The delinquent list was discussed; prior bills must be cleared before new payment will be allowed.
- No more billing... cheque or payment to be made prior to play...
- Invitations sent.

Action items (Item 6.12 ASHRAE Golf Tournament Cont'd)

Person responsible

- (July 12/11) 9 teams confirmed
- Luc Dugas is in the process of Contacting Sponsors for team prizes, \$750.00 budget previously allotted
- (Aug 9/11) Summary to come in September, Trane representatives have cleared their outstanding \$900.00. We raised +\$300.00 for junior golf, and +200.00 for RP.
-

Item 8.17: (Feb 8/11) Research Promotion

Presenter: John Willden

Conclusions:

- (Jun 14/11) Authorized amount to reach goal... Email to follow with exact amount.
- Motion put forward...
- (July 12/11) Goal was \$10,555.00, we submitted \$11,055.00, and cost to the membership was \$2817.00 + bad debts from golf.
- (Aug 9/11) Files to be turned over to Robert McEwen, this is to be addressed and to be updated at next meeting.

Item 8.22: Scholarship For NBCC St. Andrews

Presenter: Gerry Waselynychuk

Conclusions:

- Technology Program (Kevin to discuss details)
- Possibly split Bursary for 2 mid term

- Contact Jeff MacNeil
- TABLED TILL SEPTEMBER

195

Item 8.23: CRC Quebec

Presenter: Kevin Clannon

Conclusions:

- (July 12/11) Determined what the amounts would be covered for the trip
- Travel, Board, \$250.00 spending, \$125.00 spouse registration to be covered,
- (Aug 9/11) Jennifer to begin reimbursing expenses, 8 delegates going to CRC Quebec City (last minute addition of new YEA chair)

Kevin Clannon, President

Dwight Scott, President Elect

Robert McEwen, Vice President /Research Promotion

Yves Savoie, CTTC Chair

Dan Boudreau, Membership

Devadason Samuel, Historian

Kevin Leger, YEA chair

John Willden, Student Activities

BUSINESS ARISING

(July 12/11) Programs For 2011/2012

Presenter:

Kevin Clannon

Item 9.1:

Discussion:

1. The NB/PEI ASHRAE Chapter 2011/2012 Meeting Program / Discussion Topics to be established and contact with speakers to commence immediately to confirm availability.

Conclusions:

1. Preliminary List Established and delegation of persons to contact possible speakers

Action items

Person responsible

- (July 12/11) All board members delegated are to establish contact with their speaker
- (Aug 9/11) Speakers established and promotion nights determined.
-

(July 12/11) Distinguished Lecturer For 2011/2012

Presenter:

Kevin Clannon

Item 9.2:

Discussion:

1. The NB/PEI ASHRAE Chapter 2011/2012 Distinguished Lecturer to be established and contact with speakers to commence immediately to confirm availability.

Conclusions:

1. Preliminary List Established of possible speakers,

Action items

Person responsible

- (Aug 4/11) Received DL choices from Halifax group, discussed possible topics of the two speakers they preferred.

(Aug 9/11) Student ASHREA courses

Presenter:

Kevin Clannon

Item 9.3:

Discussion:

1. ASHRAE has 5 courses approximately 3hrs. , 10 participants required, \$79.00 minimum cost.

Conclusions:

1. Investigate feasibility and entire cost for courses.

Action items

-

Person responsible

(Aug 9/11) City Grill Pricing and Meals Selection

Presenter:

Kevin Clannon

Item 9.4:

Discussion:

1. Kevin to make contact with establishment and determine menu and 2011/2012 cost. Report back to executive with menu and prices.

Action items

- (Sept 6/11) Email sent with preliminary selection for menu

Person responsible

Kevin/Dwight

(Aug 9/11) Social Event – Wild Cats Game Feb 26th

Presenter:

Kevin Clannon

Item 9.5:

Discussion:

1. Dan suggested we investigate the Feb 26th Wildcats game for a social event for the membership.

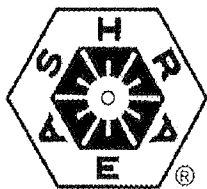
Conclusions:

1. Investigate feasibility and entire cost for event, report to executive with summary.

Action items

-

Person responsible



ASHRAE
American Society of Heating, Refrigerating and
Air-Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #3

Sept 13, 2011
 12 pm - 1 pm
 City Grill, Moncton, NB

Meeting Chaired by: Dwight Scott

Secretary: Eugene Bilodeau

Attendees:

Dwight Scott, President Elect
 Robert McEwen, Vice President /Research Promotion
 Devadason Samuel, Historian
 Yves Savoie, CTTC Chair

Jennifer Chapman, Treasurer
 Eugene Bilodeau, Secretary
 John Willden, Student Activities
 Mike Boudreau, Board of Governors

Con Chavre

Regrets:

Kevin Clannon, President
 Frederik Bernard, Board of Governors
 Mathieu Breau, Board of Governors
 Ken Martin, Board of Governors

Dan Boudreau, Membership
 Robert Hoadley, Newsletter Editor/Webmaster
 Eric LeBlanc, Board of Governors

Late Arrivals:

Kevin Leger, YEA chair
 Devon Harinarine, Board of Governors

Gerry Waselynychuk, Board of Governors

OLD BUSINESS

Item 8.3: (Nov 9/10) NB/PEI Chapter 40th Anniversary

Presenter: Robert McEwen

Discussion:

1. The NB/PEI ASHRAE Chapter (October 1972) will celebrate its 40th anniversary in October 2012. A special dinner and venue has been suggested for the event. The society president Ronald Jarnagin should be contacted early to confirm his availability for October 2012.

Conclusions:

1. Robert McEwen talked to Ronald Jarnagin during the 2010 Halifax CRC and followed up with an e-mail.

Action items

Person responsible Deadline

(July 6/10) Confirm Oct 9, 2012 availability of Ronald Jarnagin. ASHRAE headquarter could provide contact info in required.

Robert McEwen May 2011

(July 12/11) Require Follow-up

Robert McEwen

(Aug 9/11) No News to report

Item 8.7: (Nov 9/10) Delinquent list

Presenter: Yves Savoie

Discussion:

1. There are 13 on the list that have not paid.

Action items	Person responsible	Deadline
(July 12/11) Update of delinquency list	Dan Boudreau	
(Aug 9/11) No updates or News to report		
(Sept 13/11) No updates or News to report (7 remain on list)		

Item 8.8:	(Nov 9/10) ASHRAE Golf Tournament	Presenter:	
Action items		Person responsible	Deadline
(July 12/11) 9 teams confirmed			
-Luc Dugas is in the process of Contacting Sponsors for team prizes, \$750.00 budget previously allotted			
(Aug 9/11) Summary to come in September, Trane representatives have cleared their outstanding \$900.00. We raised +\$300.00 for junior golf, and +200.00 for RP.			
(Sept 13/11) Summary to come in October TABLED			

Item 8.17:	(Feb 8/11) Research Promotion	Presenter:	John Willden
Conclusions:			
1. (July 12/11) Goal was \$10,555.00, we submitted \$11,055.00, and cost to the membership was \$2817.00 + bad debts from golf.			
2. (Aug 9/11) Files to be turned over to Robert McEwen, this is to be addressed and to be updated at next meeting.			
3. (Sept 13/11) Copy of RP records to be given to Robert McEwen, no update available			

Item 8.22:	Scholarship For NBCC St. Andrews	Presenter:	Gerry Waselynychuk
Conclusions:			
1. Technology Program (Kevin to discuss details)			
2. Possibly split Bursary for 2 mid term			
3. Contact Jeff MacNeil			
4. TABLED TILL SEPTEMBER			
5. TABLED TO OCTOBER			

Item 211.2:	(July 12/11) Distinguished Lecturer For 2011/2012	Presenter:	Kevin Clannon
Discussion:			
1. The NB/PEI ASHRAE Chapter 2011/2012 Distinguished Lecturer to be established and contact with speakers to commence immediately to confirm availability.			
Conclusions:			
1. Preliminary List Established of possible speakers,			

Action items	Person responsible	Deadline
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(Aug 4/11) Received DL choices from Halifax group, discussed possible topics of the two speakers they preferred.

(Sept 13/11) Marc MacCracken selected by Halifax

- CTTC to verify w/ Jean Gabriel for DL selection for Halifax & Moncton
- National may adjust region and we may be required to share with Quebec for 2012/2013

Item 211.3: (Aug 9/11) Student ASHREA courses **Presenter:** Kevin Clannon

Discussion:

1. ASHRAE has 5 courses approximately 3hrs. , 10 participants required, \$79.00 minimum cost.

Conclusions:

1. Investigate feasibility and entire cost for courses.

Action items

1. (Sept 13/11) N/A for update

Person responsible **Deadline**

Kevin Clannon

Item 211.4: (Aug 9/11) CRC Travel Expenses **Presenter:** Kevin Clannon

Discussion:

1. Motion to cover \$175.00 std room rate, parking, internet charges to each deligate. Kevin Clannon, and Kevin Leger to be exceptions dependant upon outcome of lost reservation. (Eugene moved, Gerry W second, carried)
2. Ashrea covers 55.5 cents/miles = 35 cents/km. Motion to cover travel, those who addressed their forms to home get a cheque from society, others get cheque from chapter.(carried)

Item 211.5: (Aug 9/11) Social Event – Wild Cats Game Feb 26th **Presenter:** Kevin Clannon

Discussion:

1. Dan suggested we investigate the Feb 26th Wildcats game for a social event for the membership.

Conclusions:

1. Investigate feasibility and entire cost for event, report to executive with summary.

BUSINESS ARISING

Item 311.1: Price Increase for Meeting Meals **Presenter:** Dwight Scott

Discussion:

1. City Grill has increased prices to \$35 per meal, all inclusive. What impact does this have on our budget, and should we keep the same policy regarding what we charge (\$25 regular; \$10 for students; 1st meal free)?

Conclusions:

1. After discussion to the difference and impact – decided to maintain current pricing, and review at a later date.

Item 311.2: Student Dues **Presenter:** Dwight Scott

Discussion:

1. Will Chapter continue to pay dues for student members (NBCC-Moncton, NBCC-SJ, CCNB-Edmundston, UNB and U de M)

Conclusions:

1. Maintain for the moment, to be reviewed by Student Activities Chair.

Item 311.3: 40th Anniversary golf shirts

Presenter: Dwight Scott

Discussion:

1. Should we buy/sell 40th Anniversary golf shirts for membership, Montreal had 75th Anniversary shirts at CRC.

Action items

Person responsible **Deadline**

1. Get pricing, compare pricing and report to BOG with results

Dwight Scott

Item 311.4: DL for MEET show

Presenter:

Discussion:

1. Dwight to make contact with Gordon Holeness, if society approves his coming for Meet if not chapter will cover that cost associated.

Conclusions:

1. Check for his availability.

Action items

Person responsible **Deadline**

Dwight Scott

Item 311.5: MBOs Required Sept. 30

Presenter: Dwight Scott

Conclusions:

1. All MBOs have to be in by Sept 26/2011

Item 311.6: Purchase of digital projector

Presenter: Dwight Scott

Discussion:

1. Purchase of digital projector (\$500 + HST)

Conclusions:

1. Motion (Robert M) to buy Digital Projector c/w case, accessories, software required. Second (Yves S.) Carried. Yves to have responsibility for the projector.

Item 311.5: Secretary Minute Format

Presenter: Dwight Scott

Discussion:

1. Discussion to change the action items to reflect meeting number to track timelines better.

Conclusions:

1. As reflected in this edition of the minutes the format will be Meeting No./Year/Respective Point brought up
Eg. 311.5 – third meeting, 2011, 5th point

Adjournment: 4:49pm



ASHRAE
American Society of Heating, Refrigerating and Air-
 Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #4

October 11, 2011
 3:30 pm - 5 pm
 City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Kevin Clannon, President Dwight Scott, President Elect
 Eugene Bilodeau, Secretary Jennifer Chapman, Treasurer
 Devadason Samuel, Historian John Willden, Student Activities
 Yves Savoie, CTTC Chair

Pierre Comeau, Board of Governors Gerry Waselynychuk, Board of Governors
 Frederic Desjardins, Board of Governors Devon Harinarine, Board of Governors
 Eric LeBlanc, Board of Governors

Regrets:

Kevin Leger, YEA chair Robert Hoadley, Newsletter Editor/Webmaster

Late Arrivals:

Robert McEwen, Vice President /Research Promotion

OLD BUSINESS

Motion to approve Minutes of Last Meeting

Presenter: Kevin Clannon

Item 411.1:
Discussion:

1. There was an attendee Camille Chevarie that was not noted as attending. Approved.

BUSINESS ARISING

Programs

Presenter: Kevin Clannon

Item 411.2a:
Discussion:

1. Next Meetings Speaker to be on Dedicated Outdoor Air Systems (Danny Suansing of Addison)
2. No YEA Nights designated
3. February Meeting organization, Speaker or function
4. June – Alternate Energy
5. January

Conclusions:

2. Next meeting to be YEA night as well as March Meeting
3. Meeting Still Feb 14th, discussion as to short meeting or event which includes wives, no decision
4. John Willden discussed possibility of site visit to energy farm, or individual who is living completely of grid

DL Selection and MEET Show Selection		Presenter:	Dwight Scott
Item 411.2b: Discussion:			
1. Halifax has approached Mark MacCracken as the April DL			
2. Dwight to make contact with Gordon Holness, if society approves his coming for Meet if not chapter will cover that cost associated.			
Conclusions:			
1.			
Financial Report		Presenter:	Jennifer Chapman
Item 411.2c: Discussion:			
1. Jennifer to send financial report (see attached)			
Action items		Person responsible	Deadline
Warning to be mindful of balance till end of year (\$16,000.00 approx.)		Jennifer Chapman	
CHAIR REPORTS / OBJECTIVES			
CTTC		Presenter:	Yves Savoie
Item 411.3a: Discussion:			
1. Verle Williams to speak on as Mark MacCracken Declined			
Conclusions:			
1. Invite DSS representative (Serge Melanson or Bob Daigle)			
Membership		Presenter:	Dan Boudreau
Item 411.3b: Discussion:			
1. Nothing to report (Chair Unable to attend)			
Research Promotion		Presenter:	Robert McEwen
Item 411.3c: Discussion:			
1. Full Circle Donations for next Meeting			
Student Activities		Presenter:	John Willden
Item 411.3d: Discussion:			
1. 11 students from NBCC signed up (nothing sent, waiting for other schools to send as group)			
Conclusions:			
1. Send information by school, not to wait for other schools			
Historian		Presenter:	Devadason Samuel
Item 411.3e: Discussion:			
1. Looking to set up interview for History report			
2. Scanning old documents			
Treasurer		Presenter:	Jennifer Chapman
Item 411.3f:			

Discussion:

1. Received balance update for U de M scholarship (\$16,748.10) Jean Philip Roy
2. Golf Hole Sponsors – 4 of 18 paid
3. CRC expenses cleared up
4. Herring Choker invoicing for Advertizing (\$100.00 per AD)

Conclusions:

News Letter	Presenter: Robert Hoadley
Item 411.3g:	
Discussion:	
1. Chokers to be updated on Web	

PAOE	Presenter: Dwight Scott
Item 411.3h:	
Discussion:	
1. First in Region (700 points), London (410 points) , Hamilton (350 points) , Toronto (210 points)	
2. Goal to beat Montreal to PAR	

NEW BUSINESS

MP Committee	Presenter: Yves Savoie
Item 411.4a:	
Discussion:	
1. Need to Establish membership committee for PAOE points	

Conclusions:

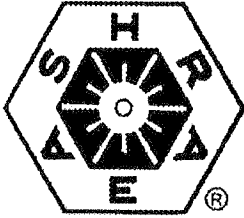
1. Membership developement meeting to be formed

Golf Shirts – 40 th Anniversary	Presenter: Dwight Scott
Item 411.4b:	
Discussion:	
1. Samples brought to BOG / General Meeting	
2. Suggest chapter to split to cost for membership's interest in shirts	

Christmas Party / December Meeting	Presenter: Yves Savoie
Item 411.4c:	
Discussion:	
1. No Tech presentation, suggestion of tasting (food, wine) for meeting	

YEA Atlanta	Presenter: Yves Savoie
Item 411.4d:	
Discussion:	
1. Frederic Desjardins, to represent us at the next meeting	

Adjournment: 4:45 pm



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTER Minutes of meeting #5

November 8, 2011

3:30 pm - 5 pm

City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary:

Eugene Bilodeau

Attendees:

Kevin Clannon, President
Dwight Scott, President Elect
Devadason Samuel, Historian
Yves Savoie, CTTC Chair

Dan Boudreau, Membership
Jennifer Chapman, Treasurer
Eugene Bilodeau, Secretary
John Willden, Student Activities

Mike Boudreau, Board of Governors
Devin Harinarine, Board of Governors

Eric LeBlanc, Board of Governors

Regrets:

Robert Hoadley, Newsletter Editor/Webmaster

OLD BUSINESS

Item 511.1: Motion to approve Minutes of Last Meeting

Presenter: Eugene Bilodeau

Discussion:

- Frederik Bernard was in attendance, and Eric LeBlanc that was not noted as regrets
- Item 411.4d revised, Frederik Bernard, Eric LeBlanc, to present to us at the next meeting.
- Dwight moved to accept minutes, John W. seconded, Approved.

BUSINESS ARISING

Item 511.2a Golf Shirts – 40th Anniversary

Presenter: Dwight Scott

Order 36
 2 women's XL
 12 men's L
 \$ 2

Discussion:

- Cotton/Poly Blend is the shirt of choice by majority
- 5 people expressed interest in buying the shirts
- Membership to pay full price of shirts, MEET show team/delegate's to get shirt, CRC delegates to get shirt
- Discussed giving new sign ups at meet show, decided to keep the \$50 rebate on membership instead

Conclusions:

- Dwight S. Moved chapter is to buy/supply shirt for members on the MEET Show delegation, CRC representatives. Devin H. Second the motion, Carried.
- Logo for shirts, ASHRAE Logo on front, chapters ships wheel and 40th Anniversary on sleeve.
- Electronic Logo to be made.

Item 511.2b: Christmas Party / December Meeting **Presenter:** Kevin Clannon

Discussion:

- Gerry W. to touch base with City Grill and make arrangements, explore options of what we have available for December meeting.

Item 511.2c: YEA Atlanta **Presenter:** Kevin Clannon

Discussion:

- Eric LeBlanc to present in front of the membership a summary of what was discussed / agenda of the Atlanta Conference. (Fred B. Not in attendance)

Item 511.2d: MEET Show Preparation 2012 **Presenter:** Dwight Scott

Discussion:

- Gary F. And Gary discussing topics for the Meet Show
 - Indoor Air Quality, Productivity, Health, Energy and Legal Liability. How to Avoid problems, or how much does a lawsuit cost compared to good IAQ.
- Transforming an older facility into a high performance building.

①
 ②

CHAIR REPORTS / OBJECTIVES

Item 511.3a: CTC **Presenter:** Yves Savoie

Green Practices and ASHRAE Standards
 - How to Have a Healthier, More Profitable Building with Better Mechanical/Electrical Design (and more thought to the Building Envelope)

Discussion:

- Monthly Discussion Topics
 - January – CRN No. For gas installations (law maybe changing)
 - February – Investments & Taxes (Gerry W.)
 - March – Public Safety (Ken Martin)(APEGNB)
 - April – DL
 - May – MEET Show
 - June – alternate energy
 - A – Kent Hills
 - B – Private Residence off grid
 - C – Parkhouse Inn
 - D – Solar Solution

Item 511.3b: Membership **Presenter:** Dan Boudreau

Discussion:

- 4 new members since July
- “Whole whack of delinquent” members
- Discussed cancellation report and awareness of members who are on it
 - Contact information may not be updated and they are not aware.

Item 511.3c: Research Promotion **Presenter:** Kevin C / Jennifer C

Discussion:

- Full Circle Donations taken.

Item 511.3d: Student Activities **Presenter:** John Willden

Discussion:

- District 2 contacted, John waiting back with reply
- Educational exercise topics

Conclusions:

- Send information by school, not to wait for other schools

Item 511.3e: Historian **Presenter:** Devadason Samuel

Discussion:

- Looking to new year to present new topics

Item 511.3f: Treasurer **Presenter:** Jennifer Chapman

Discussion:

- Checks in
- UNB scholarship (20,993.75)
- Holland College to receive \$1000.00
- NBCC Saint John Discussed

Item 511.3g: News Letter **Presenter:** Robert Hoadley

Discussion:

- Jennifer to get a list of sponsors from Robert Hoadley

Item 511.3h: PAOE **Presenter:** Dwight Scott

Discussion:

- First in Region to reach PAR, student activities, chapter operations
- 700 points for research and need 800 to reach PAR
- 175 points Chapter Tech we need 850

NEW BUSINESS

Item 511.4a: RP Full Circle **Presenter:** Yves Savoie

Conclusions:

- Completed, Kevin C. To give to Robert to send into National.

Item 511.4b: Robert Recieved request for job advertisement **Presenter:** Dwight Scott

Discussion:

- Board decided to stay impartial and not advertise in the choker for work(request denied), future considerations to be handled on an individual basis

Item 511.4c: Wild Cats Game **Presenter:** Dan Boudreau

Discussion:

- Sunday March 18, 2012 is the date, Moncton vs Bathurst
 - 50 seats, included are tickets, food voucher
- Dan made a motion to keep the same pricing structure as last year, Dwight second, carried
 - \$15 for members, \$20 for non members, \$10 for student members

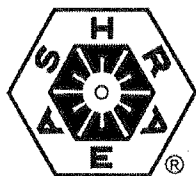
Item 511.4e: Scholarship

Presenter: Yves Savoie

Discussion:

- Discussion was raised as to if spouses are eligible for the chapter bursary for members family.
- Decided to amend the wording within the bursary to read immediate family and include spouse.
- Awards Committee struck, members are Dan B., Kevin C., Dwight S., Devadason S.

Adjournment: 4:37 pm



ASHRAE
American Society of Heating, Refrigerating and
Air-Conditioning Engineers Inc.

NB/PEI CHAPTER
Minutes of meeting #6

December 13, 2011
 3:30 pm - 5 pm
 City Grill, Moncton, NB

Meeting Chaired by: Kevin Clannon

Secretary: Eugene Bilodeau

Attendees:

Kevin Clannon, President
 Dwight Scott, President Elect
 Devadason Samuel, Historian
 Yves Savoie, CTTC Chair
 Robert McEwen, Vice President/ Research Promotion
 Devin Harinarine, Board of Governors

Dan Boudreau, Membership
 Jennifer Chapman, Treasurer
 Eugene Bilodeau, Secretary
 John Willden, Student Activities
 Eric LeBlanc, Board of Governors
 Fred Bernard, Board of Governors

Regrets:

Robert Hoadley, Newsletter Editor/Webmaster
 Ken Martin, Board of Governors
 Mike Boudreau, Board of Governors

Kevin Leger, Board of Governors
 Jason Nelson, Board of Governors

OLD BUSINESS

Item 611.1: Motion to approve Minutes of Last Meeting

Presenter: Eugene Bilodeau

Discussion:

1. Robert McEwen motioned to approve, Dwight Scott seconded. Approved unanimously.

BUSINESS ARISING

Item 611.2a Golf Shirts – 40th Anniversary

Presenter: Dwight Scott

Action Required by: Dwight Scott

Discussion:

1. Cotton/Poly Blend is the shirt of choice by majority
2. 5 people expressed interest in buying the shirts
3. Membership to pay full price of shirts, MEET show team/delegate's to get shirt, CRC delegates to get shirt
4. Discussed giving new sign ups at meet show, decided to keep the \$50 rebate on membership instead

Item 611.2d: MEET Show Preparation 2012 **Presenter:** Dwight Scott

Action Required by: Kevin Clannon

Discussion:

1. Gary F. And Gary discussing topics for the Meet Show
 - Indoor Air Quality, Productivity, Health, Energy and Legal Liability. How to Avoid problems, or how much does a lawsuit cost compared to good IAQ.
 - Transforming an older facility into a high performance building.

Conclusion:

1. Gary F and Gary H to present to January executive. Time to be allotted for in next agenda.

CHAIR REPORTS / OBJECTIVES

Item 611.3a: CTTC **Presenter:** Kevin Clannon

Action Required by: Kevin Clannon / Yves Savoie

Discussion:

1. Monthly Discussion Topics
 - January – CRN No. For gas installations (law maybe changing) in lieu of this speaker Rob McEwen to investigate the possibilities of a speaker on shale gas fracking from Province of NB.
 - February – Investments & Taxes (Gerry W.) KC to follow up with GW to see if this is still a go.
 - March – Public Safety (Ken Martin)(APEGNB) YS to follow up to firm up speaker.

Item 611.3b: Membership **Presenter:** Dan Boudreau

Action Required by: Dan Boudreau

Discussion:

1. 1 new members since last meeting
2. 7 delinquent members

Item 611.3c: Research Promotion **Presenter:** Rob McEwen

Action Required by: Rob McEwen

Discussion:

1. RP Mailing to go out in January.

Item 611.3d: Student Activities **Presenter:** John Willden

Action Required by: John Wilden

Discussion:

1. District 2 contacted, John waiting back with reply May 18 PD day. JW looking for volunteers to attend PD day and make presentation on ASHRAE.
2. NBCC Moncton Scholarship applications in to be reviewed by the awards committee.
3. NBCC Fredericton Instructor Tim Smith.

Conclusions:

- 1.

Item 611.3e: Historian **Presenter:** Devadason Samuel

Action Required by: Rob Hoadley

Discussion:

1. 2 Interviews done Frank Callaghan from PEI and Mathieu Breau from Moncton. First to be published in Jan choker.
2. Past Presidents pins purchased from La Mine d'Or next time purchase directly from Prestige Engraving for half the cost.

Item 611.3f: Treasurer **Presenter:** Jennifer Chapman

Discussion:

1. KC and JC have signing authority at the bank.
2. PO Box has been renewed for another year.
3. Check sent to Holland college and NBCC SJ.
4. Bruce Wood is Gerry's accountant a meeting is to be set up in the New Year to discuss our financial situation in lieu of revenue Canada's plan to target not for profit organizations in 2012 for audit.
5. Herring Choker advertisement invoices sent out.

Item 611.3h: PAOE **Presenter:** Dwight Scott

Discussion:

1. First in Region to reach PAR, student activities, MP, chapter operations
2. Points for new students at NBCC SJ, 1 UNB student

Item 611.3i: Wild Cats Game **Presenter:** Dan Boudreau

Action Required by: Dan Boudreau / Rob Hoadley

Discussion:

1. Sunday March 18, 2012 is the date, Moncton vs Bathurst
 - 50 seats, included are tickets, food voucher
2. Dan made a motion to keep the same pricing structure as last year, Dwight second, carried
 - \$15 for members, \$20 for non members, \$10 for student members

Conclusion:

1. Reservation form completed. Ad to go out in next choker.

Item 611.4j: Scholarship

Action Required by: Dwight Scott

Discussion:

1. Discussion was raised as to if spouses are eligible for the chapter bursary for members family.
2. Decided to amend the wording within the bursary to read immediate family and include spouse.
3. Awards Committee struck, members are Dan B., Kevin C., Dwight S., Devadason S.

Conclusion:

1. DS to check on the deadline for the Son or Daughter scholarship and publish something in the next choker.

NEW BUSINESS

Item 611.4a:	June Meeting Tour of Georges Dumont Energy Centre	Presenter:	Kevin Clannon
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Conclusions:

1. New Boilers, Chillers, cooling towers. Seismic restraints. Georges Cormier is the site contact, Fred Bernard indicated that the chillers should be running by early June.

Item 611.4b:	Student Members UNB	Presenter:	Dan Boudreau
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Discussion:

1. Whether the cost of the student members will be covered from UNB.

Conclusion:

1. This is in the budget already.

Item 611.4.c	Email List	Presenter:	Kevin Clannon
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Action required by: David Samuel / Eugene Bilodeau

Discussion:

1. Emails are not getting through to members of the executive concerned who else is not getting the choker electronically. DB suggested that he and RH could go through the list.

Conclusion:

1. D. Samuel and EB to make a phone committee to call all members and confirm their email address.

Item 611.4d:	Accounting	Presenter:	??
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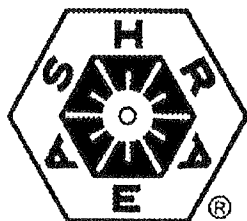
Action Required by: Kevin Clannon / Jennifer Chapman

Discussion:

1. We have been advised by unofficial means that Revenue Canada is targeting not for profit organizations for audit in 2012. Although we believe that our current accounting practices is correct we would like to consult with a professional accountant to discuss these matters.

Conclusion:

1. Bruce Wood is GW accountant. KC and JC are to set an appointment in the New Year.



ASHRAE

American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.

NB/PEI CHAPTER Minutes of meeting #7

January 10, 2014

3:30 pm - 5:00 pm

City Grill, Moncton

Meeting Chaired by: Kevin Clannon

Secretary:

Kevin Clannon

Attendees:

Kevin Clannon, President
Dwight Scott, President Elect
Pierre Comeau, Board of Governors
Yves Savoie, CTTC Chair
Robert McEwen, Vice President/ Research Promotion
Devin Harinarine, Board of Governors

Jennifer Chapman, Treasurer
Kevin Leger, Board of Governors
John Willden, Student Activities
Eric LeBlanc, Board of Governors
Fred Bernard, Board of Governors

Regrets:

Robert Hoadley, Newsletter Editor/Webmaster
Ken Martin, Board of Governors
Mike Boudreau, Board of Governors
Devadason Samuel, Historian
Eugene Bilodeau, Secretary
Dan Boudreau, Membership

Gerry Waselynychuk, Board of Governors
Jason Nelson, Board of Governors

OLD BUSINESS

Item 711.1: Motion to approve Minutes of Last Meeting **Presenter:** Eugene Bilodeau

Discussion:

- Devin Harinarine motioned to approve, Yves Savoie seconded. Approved unanimously.

BUSINESS ARISING

Item 711.2a Golf Shirts – 40th Anniversary **Presenter:** Dwight Scott

Action Required by: Dwight Scott

Discussion:

Dwight to order shirts.

- Cotton/Poly Blend is the shirt of choice by majority
- 5 people expressed interest in buying the shirts
- Membership to pay full price of shirts, MEET show team/delegate's to get shirt, CRC delegates to get shirt
- Discussed giving new sign ups at meet show, decided to keep the \$50 rebate on membership instead

Item 711.2b	June Meeting	Presenter	Kevin Clannon
Discussion:			
<ul style="list-style-type: none"> • Per conversation with Fred Bernard the Georges Dumont Energy Centre will probably not be ready for operation in June. • YS to contact the NB gov't Shale Gas Exploration people for a talk in June. • KC to advise City Grill that we will be holding a meeting in June on our usual night. 			

Item 711.2d:	MEET Show Preparation 2012	Presenter:	Gary Fahie
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Action Required by: Kevin Clannon, Jennifer Chapman, Dwight Scott

Discussion:

- Gary F. came to explain the MEET show to the current executive, how it is setup, that he is the ASHRAE signing representative the MEET corporation. Concerns from the corporation have forced them to consult with lawyers and accountants to see if there personal liability involved in terms of income tax.
- The show is 80-90% sold already and the dollar targets are currently the same as they were at the last show. That we as a cha should expect a cheque in the same amount as before \$55-60k. Garry strongly urged the chapter to consult with an accountant make sure that current book keeping practices are up to date.

Conclusion:

- Kevin C, Dwight S, Jennifer C to consult with an accountant before the Feb meeting and report back to the executive.

CHAIR REPORTS / OBJECTIVES

Item 711.3a:	CTTC	Presenter:	Kevin Clannon
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Action Required by: Yves Savoie

Discussion:

- Monthly Discussion Topics
 - February – Investments & Taxes (Gerry W.) YS to follow up with GW to confirm if the speaker is still available and to provide contact info.
 - March – Public Safety (Ken Martin)(APEGNB) YS to follow up to firm up speaker and make contact.

Item 711.3b: Membership

Presenter: Dan Boudreau

Action Required by: Dan Boudreau

Discussion:

-

Item 711.3c: Research Promotion

Presenter: Rob McEwen

Action Required by: Rob McEwen

Discussion:

- Full circle award received from Society.
- Mailing to go out this month.

Item 711.3d: Student Activities

Presenter: John Willden

Action Required by: John Willden

Discussion:

- Nothing new.

Conclusions:

-

Item 711.3e: Historian

Presenter: Devadason Samuel

Action Required by:

Discussion:

- Nothing new

Item 711.3f: Treasurer

Presenter: Jennifer Chapman

Action Required by: Rob Hoadley**Discussion:**

- Letter from NBCC SJ with photo of scholarship winner. Photo to be posted on website by RH.
- Holland college receipt for scholarship cheque.
- ½ Herring choker ads paid from last month.
- JC, KC, DS to schedule an appointment with an accountant.

NEW BUSINESS

Item 711.4a:	Next Executive Meeting time change	Presenter:	Kevin Clannon
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Conclusions:

- Change meeting time to 4:00 pm. KC to send email to RH to change in the next choker the time to 4:00 pm.

a



ASHRAE NB/PEI CHAPTER

Minutes of meeting #8

City Grill

February 14, 2012, 4:00 pm – 5:00 pm

Attendees:

Kevin Clannon, President (chair)	Devadason Samuel, Historian
Dwight Scott, President-Elect (acting secretary)	Yves Savoie, CTTC Chair
Jennifer Chapman, Treasurer	John Willden, Student Activities
Eric LeBlanc, Board of Governors	Devin Harinarine, Board of Governors
Gerry Waselynychuk, Board of Governors	Camille Chevarie, Board of Governors

Regrets:

Robert McEwen, Vice President/Research Promotion	Ken Martin, Board of Governors
Robert Hoadley, Newsletter Editor/Webmaster	Jason Nelson, Board of Governors
Dan Boudreau, Membership	Pierre Comeau, Board of Governors
Mathieu Breau, Board of Governors	Fred Bernard, Board of Governors
Mike Boudreau, Board of Governors	Kevin Leger, Board of Governors

1. Minutes of January 10, 2012 Meeting:

- The January minutes were not formally adopted. They were reviewed during the meeting.

2. Business Arising:

Item 811.2.a – Golf Shirts:

- Since golf shirts had not been ordered before ASHRAE announced its new logo, we can incorporate it on the shirts. Dwight will investigate whether an embroidered patch might be preferable to embroidering the logo directly on the shirts.

Item 811.2.b – June Meeting:

- Yves reported that the shale gas presentation could not be confirmed until later in March or April. At the present time, this is our preferred topic for June.

Item 811.2c – MEET Show:

- A seminar flyer, as in past years, will be printed by Master Promotions for distribution in piggy-back mailings. Dwight will look after this, in conjunction with the DL, Jim Newman.

3. Chair Reports:

Item 811.3.a – CTTC Report:

- The next Choker should contain detailed information about the speakers and topics for March, April and May. A special MEET Show Choker should be distributed near the end of April. It can include an electronic version of the MEET seminar flyer. Dwight will send information to Rob Hoadley.

Item 811.3.b -- Membership Report:

- There are several chapter members who have mistakenly been assigned to other chapters, perhaps because of errors in data entry. Dan is working with Society to correct the problem.

Item 811.3.c -- Research Promotion:

- No report

Item 811.3.d -- Student Activities:

- John Willden will be presenting a problem solving workshop on February 15 for 40 District 2 science teachers as part of their professional development day. Yves Savoie will assist. This may lead to further invitations from teachers for visits to school classrooms.

Item 811.3.e -- Historian:

- Biographies were published in the January and February Chokers.
- David Samuel may not be in town next year, in which case a new historian will be needed. Cam Chevarie volunteered for this job if required.

Item 811.3.f -- Treasurer:

- Jennifer, Kevin, Dwight and Frederik Bernard met with Bruce Wood, accountant on February 2. He felt we had no need for concern about our two year budget: we are not accumulating funds, looking for HST rebates, and our asset holdings are not large enough to worry CRA. Bruce recommended more up-to-date accounting software to replace the Quicken program we have used for many years. Frederik will obtain a package, and will work with Jennifer to make the transition for the end of our chapter year.
- Kevin will write Bruce, requesting a clarifying letter for our files.
- It was agreed that the treasurer's position be held for a two-year term, to coincide with the bi-annual audit.

Item 811.3.g -- Newsletter:

- A letter has been received from NBCC-SJ with a photo of this year's scholarship winner. An electronic version will be posted on the web and the print added to the photo album. David Samuel will look after this.

Item 811.3.h -- PAOE Points:

- Our chapter is in 2nd place, behind Toronto. Montreal has recently added 800 points for Membership Promotion and is a close 3rd.

4. New Business:**Item 811.4.a -- NBCC Student Tour of Imperial Sheet Metal:**

- John Willden was reimbursed for students' gas and lunch which he had paid for.

Item 811.4.b -- MEET Show Gala Dinner and Insurance

- It was agreed to purchase a table for the dinner, and to also purchase the standard MEET Show exhibitor's insurance. Dwight will look after these items.

Item 811.4.c -- New ASHRAE Logo:

- It was agreed to order letterhead with Barbados Blue for the Chapter name on the new logo.

Item 811.4.d -- ASHRAE Webcast:

- This year's ASHRAE webcast will be on Thursday, April 19, from 2:00-5:00 pm ADT. The topic is *Dedicated Outdoor Air Systems*.
- John Willden will be asked if NBCC - Moncton can host a session as in past years.

- Dwight will check with NBCC – SJ, NBCC – Fredericton and CCNB – Edmundston to see if they are willing to host sessions there as well, to which chapter members could attend. Also, employers can be encouraged to set up group viewing in their offices.

Item 811.4.e – Choker Advertising:

- It was agreed that Choker business card ads be available at a cost of \$100 per year or part thereof, since the effort to track anniversary dates of new advertisers would be more work than is justified. The cost is minimal, even for a part year.
- It was also agreed that only ASHRAE members be permitted to advertise in the Choker. Rob Hoadley and Dan Boudreau will review the current advertisers for compliance.

Item 811.4.f – Golf Tournament:

- Discussion was held about the possibility of holding the annual chapter golf tournament in a location other than Greater Moncton, perhaps in Fredericton, as a means of involving more of our out of town members.



ASHRAE NB/PEI CHAPTER

Minutes of meeting #10

City Grill

March 13, 2012, 4:00 pm – 5:00 pm

Attendees:

Kevin Clannon, President (chair)
 Dwight Scott, President-Elect (acting secretary)
 Jennifer Chapman, Treasurer
 Eric LeBlanc, Board of Governors
 Robert McEwen, Vice President/Research Promotion
 Dan Boudreau, Membership

Devadason Samuel, Historian
 Yves Savoie, CTTC Chair
 John Willden, Student Activities
 Devin Harinarine, Board of Governors
 Camille Chevarie, Board of Governors
 Eugene Bilodeau, Board of Governors

Regrets:

Robert Hoadley, Newsletter Editor/Webmaster
 Fred Bernard, Board of Governors
 Mike Boudreau, Board of Governors
 Mathieu Breau, Board of Governors
 Gerry Waselynychuk, Board of Governors

Pierre Comeau, Board of Governors
 Kevin Leger, Board of Governors
 Ken Martin, Board of Governors
 Jason Nelson, Board of Governors

1. Minutes of February 14, 2012 Meeting:

- The January minutes were adopted as circulated.

2. Business Arising:

Item 811.2.a – Golf Shirts:

- Since golf shirts had not been ordered before ASHRAE announced its new logo, we can incorporate it on the shirts. Dwight will investigate whether an embroidered patch might be preferable to embroidering the logo directly on the shirts.

Item 811.2.b – June Meeting:

- Yves reported that the shale gas presentation could not be confirmed until later in March or April. At the present time, this is our preferred topic for June.

Item 811.2c – MEET Show:

- A seminar flyer, as in past years, will be printed by Master Promotions for distribution in piggy-back mailings. Dwight will look after this, in conjunction with the DL, Jim Newman. It was agreed to pay for extra mailings which could not be piggy-backed (e.g., BOMA, CaGBC, ENB, ENS)

Item 811.4.d – ASHRAE Webcast:

- Arrangements have been made for the webcast to be viewed at NBCC campuses in Fredericton, Moncton and Saint John. Advertising has been sent to the respective branches of the APEGNB.

Item 811.4.e – Choker Advertising:

- It was agreed that Choker business card ads be available at a cost of \$100 per year or part thereof, since the effort to track anniversary dates of new advertisers would be more work than is justified. The cost is minimal, even for a part year.
- It was also agreed that only ASHRAE NB/PEI chapter members be permitted to advertise in the Choker. Rob Hoadley and Dan Boudreau will review the current advertisers for compliance.

Item 811.4.f – Golf Tournament:

- Discussion was held about the possibility of holding the annual chapter golf tournament in a location other than Greater Moncton, perhaps in Fredericton, as a means of involving more of our out of town members.

3. Chair Reports:**Item 811.3.a – CTTC Report:**

- The next Choker should contain detailed information about the speakers and topics for March, April and May. A special MEET Show Choker should be distributed near the end of April. It can include an electronic version of the MEET seminar flyer. Dwight will send information to Rob Hoadley.

Item 811.3.b -- Membership Report:

- There are several chapter members who have mistakenly been assigned to other chapters, perhaps because of errors in data entry. Dan is working with Society to correct the problem.

Item 811.3.c – Research Promotion:

- Letters are being sent out.

Item 811.3.d – Student Activities:

- The Problem solving workshop was presented to some 30 District 2 science teachers on February 15. John Willden and Yves Savoie made the presentation and involved the teachers in a small group problem solving exercise.

Item 811.3.e – Historian:

- Trophies will be picked up from past president, Chuck Edwards. Future use/storage of these will be discussed.

Item 811.3.f – Treasurer:

- The audit is being prepared to coincide with the changeover in treasurer this June.

Item 811.3.g – Newsletter:

- The electronic Choker is being well received, and the opportunity for additional business ads is a bonus, since we are no longer restricted to the four page pre-printed template.

- Rob Hoadley is mentoring some UNB mechanical engineering students for their senior project

Item 811.3.h – PAOE Points:

- Our chapter is in 3rd place, behind Toronto and Montreal.

4. New Business:

Item 911.4a – Moncton Miracles Game

- Due to the popularity of professional basketball in Moncton, a chapter social outing for a game next season was discussed. Dan Boudreau will investigate pricing and concession possibilities.

Item 911.4b – Curling Funspiel

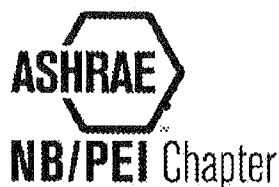
- We used to partner with NBMCA in this event. This will be considered again for next year.

Item 911.4c – Two-Year Executive

- Dwight Scott raised the possibility of having all executives hold two-year terms, to provide continuity, with overlapping staggered terms among the officers. This would depart from the previous (but not often followed plan) of “progression through the ranks”. Another advantage of this plan would be to find persons interested in specific leadership roles, rather than feeling compelled to take on a less-interesting job because it is “their turn”.
- Luc Dugas wondered if the charter would need to be changed.

Item 911.4d – Video Recording of Technical Sessions

- A request has been received from a chapter member in Fredericton to see if sessions might be made available to members who can’t attend meetings.
- It was agreed, as a pilot, to ask Verle Williams, April’s DL, for permission to professionally videotape his presentation. Power Point slides could then be inserted during editing and the final product linked from the chapter website. Dwight Scott will contact Verle, and if he agrees, Kevin Clannon will make arrangements with a videographer. The cost should not exceed \$500.



Minutes of Meeting #11

City Grill

April 10, 2012, 4:00 pm – 5:00 pm

Present:

Kevin Clannon, President (chair)	Kevin Leger, YEA Coordinator
Dwight Scott, President-Elect (acting secretary)	Frédéric Bernard, Board of Governors
Jennifer Chapman, Treasurer	Mike Boudreau, Board of Governors
Robert McEwen, Vice President/Research Promotion	Luc Dugas, Board of Governors
John Willden, Student Activities Chair	Devin Harinarine, Board of Governors
Devadason Samuel, Historian	Ken Martin, Board of Governors
Yves Savoie, CTTC Chair	Verle Williams, AHSRAE Distinguished Lecturer
Daryl Somers, London Chapter, Region II Vice Chair -- Resource Promotion	

Absent:

Eugene Bilodeau, Board of Governors	Robert Hoadley, Newsletter Editor/Webmaster
Mathieu Breau, Board of Governors	Eric LeBlanc, Board of Governors
Dan Boudreau, Membership Chair	Jason Nelson, Board of Governors
Camille Chevarie, Board of Governors	Gerry Waselynychuk, Board of Governors

1. Minutes of February 14, 2012 Meeting:

- The March minutes were adopted as circulated.

2. Business Arising:

Item 811.2.a – Golf Shirts:

- The shirts have been ordered and will be ready by the end of the week. A proof sheet was circulated. Dwight Scott will deliver shirts to the MEET Show volunteers.

Item 811.2.b – June Meeting:

- Yves reported that the shale gas presentation could not be confirmed until later in March or April. At the present time, this is our preferred topic for June.
- **Carried forward.**

Item 811.2c – MEET Show:

- The brochures have been printed. Bulk copies have been sent to BOMA-NB, BOMA-NS, CaGBC, ENB, ENS and the Halifax Chapter.
- Many Halifax Chapter members have volunteered to help staff the booth. It was agreed to offer two places at the Industry Gala Dinner to Halifax volunteers.
- The show insurance and other necessary forms have been obtained.
- **Motion:** (Scott/Willden) to provide a \$50 rebate to new members who join ASHRAE during the show. Carried.
- It was agreed not to order crested souvenirs for the booth this year.

- Kevin Clannon suggested that, as we have lots of flashlight kits, we could also give one to each new member.

Item 811.4.d – ASHRAE Webcast:

- It was agreed to ask Rob Hoadley to send out a special Herring Choker advertising the locations of the ASHRAE Webcast at the three NBCC campuses. Dwight will look after this.

Item 811.4.e – Choker Advertising:

- It was agreed that Choker business card ads be available at a cost of \$100 per year or part thereof, since the effort to track anniversary dates of new advertisers would be more work than is justified. The cost is minimal, even for a part year.
- It was also agreed that only ASHRAE NB/PEI chapter members be permitted to advertise in the Choker. Rob Hoadley and Dan Boudreau will review the current advertisers for compliance.
- **Carried forward.**

Item 811.4.f – Golf Tournament:

- Jennifer Chapman summarized the report provided by Gerry Waselynychuk. \$1800 has been turned over to Bob McEwen for RP Canada, as a result of hole sponsorship. On top of that a, the tournament made about \$600 profit third year, which helps offset losses from previous years.

Item 911.4a – Moncton Miracles Game

- Due to the popularity of professional basketball in Moncton, a chapter social outing for a game next season was discussed. Dan Boudreau will investigate pricing and concession possibilities.
- **Carried forward.**

Item 911.4b – Curling Funspiel

- We used to partner with NBMCA in this event. This will be considered again for next year.
- **Carried. Forward.**

Item 911.4c – Two-Year Executive

- Dwight Scott raised the possibility of having all executives hold two-year terms, to provide continuity, with overlapping staggered terms among the officers. This would depart from the previous (but not often followed plan) of “progression through the ranks”. Another advantage of this plan would be to find persons interested in specific leadership roles, rather than feeling compelled to take on a less-interesting job because it is “their turn”.
- Luc Dugas wondered if the charter would need to be changed.
- **Carried forward.**

Item 911.4d – Video Recording of Technical Sessions

- Verle Williams has agreed to have the presentation videotaped.
- Kevin Clannon has arranged for the taping.

3. Chair Reports:

Item 811.3.a – CTTC Report:

- The next Choker should contain detailed information about the speakers and topics for March, April and May. A special MEET Show Choker should be distributed near the end of April. It can include an electronic version of the MEET seminar flyer. Dwight will send information to Rob Hoadley.

Item 811.3.b -- Membership Report:

- No report

Item 811.3.c – Research Promotion:

- Some letters have been sent out. The next wave will go out soon. Bob McEwen met with Daryl Somers during the afternoon.

Item 811.3.d – Student Activities:

- There has been no further activity following the workshop presented to District 2. John Willden thought that bookings for the schools were typically made in the fall.
- John's students will be excused from classes to attend MEET 2012. They will be encouraged to visit our booth and help staff it for a period of time, along with the regular chapter members.

Item 811.3.e – Historian:

- Trophies have been picked up from past president, Chuck Edwards. They are old, and many winners' names are missing. Ken Martin thought that missing data might be found in old Chokers. In the end, it was decided to award the trophies at the 2012 golf tournament and allow the recipients to keep them.

Item 811.3.f – Treasurer:

- The new treasurer, Frédérik Bernard, has obtained the new accounting software, "Simply Accounting".

Item 811.3.g – Newsletter:

- No Report

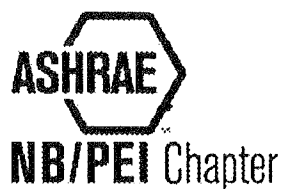
Item 811.3.h – PAOE Points:

- Our chapter is in 4rd place, behind Toronto, Montreal and Ottawa Valley.

4. New Business:

Item 1111.4.a

- Region II Vice Chair – Resource Promotion, Daryl Somers, reviewed the success of fund raising for research projects – over \$2 million in each of the past two years. Over 100 projects are currently being funded worldwide. All funds collected in Canada are returned to Canadian projects. He mentioned the ASHRAE Foundation as a good possibility for investment by chapters, with a 5% return on funds invested.
- Verle Williams is one of the trustees of the ASHRAE Foundation. He elaborated on the administration of the fund, and mentioned other ways in which members could contribute, including bequests.



Minutes of Meeting #12

Moncton Northeast Construction Association

May 11, 2012, 12:00 pm – 1:30 pm

Present: Frédéric Bernard, Board of Governors Dan Boudreau, Membership Chair Mike Boudreau, Board of Governors Kevin Clannon, President (chair) Eric LeBlanc, Board of Governors Kevin Leger, YEA Coordinator Ken Martin, Board of Governors Robert McEwen, Vice President/Research Promotion David Samuel, Historian Yves Savoie, CTTC Chair Dwight Scott, President-Elect (acting secretary) John Willden, Student Activities Chair	Absent: Eugene Bilodeau, Board of Governors Mathieu Breau, Board of Governors Jennifer Chapman, Treasurer Camille Chevarie, Board of Governors Luc Dugas, Board of Governors Devin Harinarine, Board of Governors Robert Hoadley, Newsletter Editor/Webmaster Jason Nelson, Board of Governors Gerry Waselynychuk, Board of Governors
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1. Minutes of April 10, 2012

The minutes were adopted as circulated. (Ken Martin/Robert McEwen) Carried.

2. Business Arising from the Minutes:	Due Date	Responsibility
Item 2.a – Golf Shirts: <ul style="list-style-type: none"> It was agreed to sell extra shirts for \$35 to members who aren't MEET volunteers or CRC attendees. Motion: (Ken Martin/Dan Boudreau) to give shirts to Gary Fahie and Gary Hoadley as thanks for their work with Master Promotions on the MEET Show. Carried. 		Dwight Scott Dwight Scott
Item 2.b – June Meeting: <ul style="list-style-type: none"> Since the shale gas exploration program has not yet been confirmed, it was agreed to try to have a panel discussion on Geothermal Heat Pumps for the June 12 meeting. Possible speakers include: Steve Tweedie (TACE; Glenn Kaye (Nordic); Marc Belanger (Canadian GeoExchange Coalition). 		Kevin Clannon/ Yves Savoie
Item 2c – MEET Show: <ul style="list-style-type: none"> Kevin Clannon mentioned that this year's attendance exceeded 6000 – the best ever. The booth was very successful in attracting at least five new members. Ashley Pruett, ASHRAE Manager of Membership, will pass our story on to the Society newsletter editor. 		
Item 2.d – ASHRAE Webcast: <ul style="list-style-type: none"> It was agreed to revisit this topic next year. It was felt that group viewing sessions were worthwhile, as they gave people a chance to watch without the distractions of watching at their office. It was also beneficial for students who could participate. 		
Item 2.e – Choker Advertising: <ul style="list-style-type: none"> This been dealt with. 		
Item 2.f – Golf Tournament:		

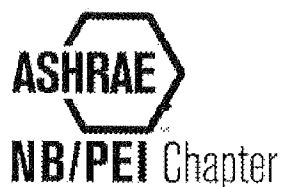
<ul style="list-style-type: none"> The date will be August 9, at the Moncton Golf and Country Club. Gerry Waselynychuk will be approached to see if he is willing to coordinate this again. Additional help s essential. Arrangements with the Elks Club need to be firmed up. 		Dwight Scott
Item 2.g – Moncton Miracles Game <ul style="list-style-type: none"> Carried forward. 		
Item 2.h – Curling Funspiel <ul style="list-style-type: none"> Potential partners could include: Moncton Branch, APEGNB; MEET co-sponsors (IES, CIPH and Electro-Federation Canada); as well as the Moncton Construction Association. Carried forward. 		
Item 2.i – Two-Year Executive <ul style="list-style-type: none"> Dwight Scott presented a potential slate for the 2012-2013 Board of Governors. This was approved. We still need a president-elect. Recruitment will continue. 		Dwight Scott/ Kevin Clannon
Item 2.j – Video Recording of Technical Sessions <ul style="list-style-type: none"> Kevin Clannon had received an email from Kevin Curtis at Stantec in Fredericton, mentioning that they watched it as a lunch & learn session and would like to have more sessions made available. The quality of the video was very good. The cost to videotape the April DL was approximately \$400. Kevin Clannon will try to obtain a count of the number of hits on the link. Future endeavors will depend on proceeds from the MEET Show and feedback from our first pilot. 		Kevin Clannon

3. Chair Reports:	Due Date	Responsibility
Item 3.a – CTTC Report (Yves Savoie): <ul style="list-style-type: none"> The June meeting still needs to be organized Halifax has agreed to share a DL in October instead of April next year to help us celebrate our 40th anniversary. Dwight will work on securing a DL ASAP. 		Dwight Scott
Item 3.b – Membership Report (Dan Boudreau): <ul style="list-style-type: none"> Some new members have already shown up on the roll as a result of the MEET Show There are currently 13 delinquents – six in the past month 		
Item 811.3.c – Research Promotion (Bob McEwen): <ul style="list-style-type: none"> Bob McEwen will contact remaining potential donors who have not yet responded. 		
Item 811.3.d – Student Activities (John Willden): <ul style="list-style-type: none"> The student branch at NBCC had an active year, with field trips to Imperial Sheet Metal, ** and the MEET Show. 		
Item 811.3.e – Historian (David Samuel): <ul style="list-style-type: none"> The trophies have been prepared for the golf tournament 		
Item 3.f – Treasurer: <ul style="list-style-type: none"> No report 		
Item 3.g – Newsletter: <ul style="list-style-type: none"> No Report 		
Item 3.h – PAOE Points (Dwight Scott):		

<ul style="list-style-type: none"> Our chapter is in 4rd place, behind Toronto, Montreal and Ottawa Valley. London is only 25 points behind 		
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4. New Business (not already covered above):

	Due Date	Responsibility
Item 4.b – BoG Members: <ul style="list-style-type: none"> Chapter Information Questionnaire (CIQ) must be completed soon 	ASAP	DwightScott/ Kevin Clannon
Item 4.c – CRC Attendees <ul style="list-style-type: none"> This year the Chapters Regional Conference (CRC) will be held in Ottawa from August 24-26 The president (Dwight Scott) and President-Elect (TBA) will be the Delegate and Alternate, respectively. Other people from the chapter should include the CTTC Chair (Yves Savoie), Membership Promotion Chair (Dan Boudreau), Research Promotion Chair (Rob Hoadley), Historian (David Samuel) and Student Activities Chair (John Willden). Others are encouraged to attend if interested. The CRC program will be circulated when it is available. 		BoG
Item 4.f – Charities: <ul style="list-style-type: none"> Ken Martin described an appeal from the Mechanical Contractors Association of Canada called "Operation Oversight". The New Brunswick Chapter of the Mechanical Contractors Association has made a donation to support the building of wells in Zambia for villagers to have water. Kevin Clannon will circulate the report to the BoG for consideration later. 		Kevin Clannon
Item 4.g – YEA Workshop Delegates: <ul style="list-style-type: none"> We have budgeted to send two Young Engineers in ASHRAE (YEA) to the Fall YEA Leadership Training Weekend in Atlanta Dan Boudreau and Kevin Leger will look through our membership files for potential candidates (must be 35 or younger) 		Kevin Leger/ Dan Boudreau
Item 4.h – Planning for 40th Anniversary Celebration: <ul style="list-style-type: none"> Our chapter received its charter on October 13, 1972. Special guests included Society President, Walter F. Spiegel; Executive Director, Andrew T. Boggs III; and Region II Director and Regional Chair (DRC), Jacob Klassen. Our 40th Anniversary will occur on Saturday, October 13, 2012, and plans are being made for a special event. The Halifax Chapter is interested in sharing a DL in October, rather than the usual April slot. A suitable ASHRAE dignitary / DL should be invited ASAP for this event. The October meeting could actually be held on a Saturday, which would allow the DL to visit Halifax two days later for their regular meeting night on Monday, October 15th. 		Dwight Scott/ Yves Savoie



Minutes of Meeting #13

City Grill

June 12, 2012, 4:00 – 4:50 pm

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Present: Frédéric Bernard, Board of Governors Dan Boudreau, Membership Chair Mike Boudreau, Board of Governors Jennifer Chapman, Treasurer Kevin Clannon, President (chair) Devin Harinarine, Board of Governors Sharlene Innes Eric LeBlanc, Board of Governors Kevin Leger, YEA Coordinator David Samuel, Historian Christopher Sanderson Yves Savoie, CTTC Chair Dwight Scott, President-Elect (acting secretary) John Willden, Student Activities Chair Gerry Waselynychuk, Board of Governors	Regrets: Robert Hoadley, Newsletter Editor/Webmaster Ken Martin, Board of Governors Robert McEwen, Vice President/Research Promotion Absent: Eugene Bilodeau, Board of Governors Mathieu Breau, Board of Governors Camille Chevarie, Board of Governors Luc Dugas, Board of Governors Jason Nelson, Board of Governors
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1. Minutes of May 11, 2012

Motion (Dwight Scott/David Samuel): to accept the revised minutes as circulated. **Carried.**

2. Business Arising from the Minutes:	Due Date	Responsibility
Item 2.a – Golf Shirts: <ul style="list-style-type: none"> Dwight delivered complimentary shirts to Gary Fahie and Gary Hoadley following the meeting. 		Dwight Scott
Item 2.b – June Meeting: <ul style="list-style-type: none"> The speakers for June have been confirmed. 		Kevin Clannon/ Yves Savoie
Item 2.f – Golf Tournament: <ul style="list-style-type: none"> The date will be August 2, at the Moncton Golf and Country Club. Gerry Waselynychuk will coordinate the tournament. Luc Dugas will coordinate prizes. Jim Morris will coordinate food. The Elks Club has been booked and the lobsters ordered. 		Gerry Waselynychuk Luc Dugas Jim Morris
Item 2.i – Two-Year Executive <ul style="list-style-type: none"> Camille Chevarie has agreed to be President-Elect. The Chapters Information Questionnaire (CIQ) has been completed. 		

3. Chair Reports:	Due Date	Responsibility
Item 3.a – CTTC Report (Yves Savoie): <ul style="list-style-type: none"> Halifax has agreed to share a DL in October instead of April next year to help us celebrate our 40th anniversary. Tom Watson has agreed to be our special guest. He is the incoming Society President. He will speak in Halifax on October 22 and Moncton on October 23. The City Grill has been reserved for that afternoon and evening. 		Dwight Scott

Item 3.b – Membership Report (Dan Boudreau): <ul style="list-style-type: none"> • More new members are being recognized. • Some of the new applicants from the MEET Show have not yet shown up on the chapter's roster. 		Dan Boudreau
Item 811.3.c – Research Promotion (Bob McEwen): <ul style="list-style-type: none"> • The chapter is still \$1135 short of its challenge goal. • The chapter's financial situation is tight. We are at the end of a two-year budget, and proceeds from the MEET Show will not be received until August or September. • Motion (Dwight Scott/Dan Boudreau): That the Treasurer cash in approximately \$4600 in term deposits to provide funds to cover anticipated expenses in the short term. Carried. • Motion (Dwight Scott/Yves Savoie): That the chapter issues a cheque to Research Canada for \$1135 in order to meet our challenge goal. Carried. 		
Item 811.3.d – Student Activities (John Willden): <ul style="list-style-type: none"> • No report. 		
Item 811.3.e – Historian (David Samuel): <ul style="list-style-type: none"> • The smallest trophy (Boat Race Cup) was brought to the meeting. David will get the other trophies to Gerry Waselynychuk before the golf tournament. 		
Item 3.f – Treasurer (Jennifer Chapman): <ul style="list-style-type: none"> • See RP report. 		
Item 3.g – Newsletter: <ul style="list-style-type: none"> • No Report. 		
Item 3.h – PAOE Points (Dwight Scott): <ul style="list-style-type: none"> • Our chapter is now in 5th place, behind Toronto, Montreal, Ottawa Valley and London. 		

4. New Business (not already covered above):

	Due Date	Responsibility
Item 4.c – CRC Attendees <ul style="list-style-type: none"> • The CRC program has been distributed. Registration is on line. They are hoping to have registrations in by July 16th. Therefore, our next BoG meeting (July 10) will be in sufficient time. • Would the following people please make their own travel arrangements: Dan Boudreau, Yves Savoie, Rob Hoadley, John Willden, Camille Chevarie, Dwight Scott. David Samuel has already booked his flight. (As of June 14, Air Canada fares are minimum \$425.16; Porter minimum is \$506.52) • At the BoG meeting, final decisions can be made with respect to who might wish to share a two or four room suite (single occupancy in rooms with double beds). 		BoG
Item 4.g – YEA Workshop Delegates: <ul style="list-style-type: none"> • Rhiannon Loomis in Atlanta will advise when the fall workshop will be held. We cannot hold places in advance; registration must be for specific persons, and the workshops are limited to 30 attendees. • We should have our YEA delegates selected ASAP. 		Kevin Leger/ Dan Boudreau
Item 4.h – Planning for 40th Anniversary Celebration: <ul style="list-style-type: none"> • See CTTC report above. 		

Next BoG meeting: Noon on Tuesday, July 10, 2012. Lunch will be provided.