

2009 Chapter Regional Conference  
 Fields of Green – Banking on Our Future  
 Des Moines, Iowa  
 May 7-9, 2009  
 Hotel Fort Des Moines (HFD)

CHAPTER

BOG

SECTION

2009 CRC Planning Committee

IOWA CHAPTER

**MEETING SUMMARY**

**E-mail to:**

**Reply to:** [jason.kems@mail.ashrae.org](mailto:jason.kems@mail.ashrae.org)

All listed in the attendance list below

**Meeting Date:** 3/4/09

**Page:** 1 of 3

**In Attendance:**

	Name	Position		Name	Position
X	Jerrod Sieverding	Chairman	X	Paul Melton	Society Officer Hosting
X	Mark Allen	Co-Chairman	X	Dan Zaug	Hospitality Suite
	Holly Elbert	Treasurer		Matt Jesson	Welcome Party
X	Jason Kems	Secretary	X	Chris Nelson	Technical Programs - C
X	Jeff Hammer	Registration - Chair		Jim Lee	Technical Programs
X	Jim Hall	Registration		Curt Klaassen	Technical Programs
X	Kit Cartwright	Fundraiser/Sponsors		Andrew Pospisal	Website
	Ron Engelhardt	Product Displays		Susan Oltrogge	Facilities Coordinator
X	Kelly Crow	Companion Activities		Chuck Pedersen	Technical Programs
	Tim Conrad	Publications	X	Justin Barrett	Banquet
X	Mark Conway	Business Meeting		Matt Gumm	Signage
	Holly Stevens	Student Activities	X	Dennis Hogan	We're not sure...
	James Wahlert	Photographer			
X	= Attendance at Meeting				

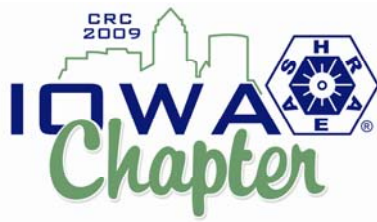
**NOTE:** M-motion made    S-seconded    A- approved, motion carried    N- not approved, motion rejected.

- Meeting was called to order by Jerrod at 11:07 am. Jerrod likes consistency.
- The previous meeting minutes were reviewed. Chris Nelson-M / Mark Allen-S / All-A
- After review of the facilities last time, it was determined that the hospitality suite is not nearly large enough. We will be reserving the larger suite on the upper floor. Zaug will make sure we get it or he gets it!
- Jerrod passed out a box full of stuff to almost everyone in the room. The materials were from Society in support of the CRC activities. We also reviewed the letter from Vickie Grant
- Jerrod and Jason had discussed getting someone to professionally take notes at the appropriate meetings. Jerrod will check into AIB or other sources and report back at the next meeting.
- One item was added to the schedule – Nominations wrap-up on Saturday at 1:30 pm.
- Interface with outside organizations if you can. Refer to the attached spreadsheet.
- Region 6 Chapters need to be contacted about CRC and promotion. See the attached spreadsheet.
- Region 6 Officers and the list of BOG members have been added to our CRC spreadsheet.
- The conference calls for pre-planning have been set up for March 18, April 1 and April 15 at 8:00am. Bob Linder will lead the meetings. Advise Jerrod of any topics you would like covered.
- The final registration flyer will be completed by the next meeting for review. Kelly needs graphics for the sponsors.

**CHAPTER MAY NOT ACT FOR THE SOCIETY**

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

AN INTERNATIONAL ORGANIZATION



**ASHRAE**

*Technology for a Better Environment*

Iowa Chapter 2009 CRC  
Planning Committee Meeting

March 4, 2009

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12. Committee Reports:

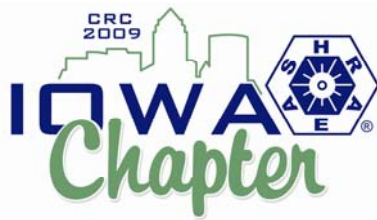
- |    |   |  |
|----|---|--|
| a. | Treasurer<br>Holly Elbert   | Not Present  |
| b. | Registration<br>Jeff Hammer<br>Jim Hall                               | Hammer had some sample name badges that he passed around. Very nice!<br>Justin should have the green bags from HyVee before the next meeting.  |
| c. | Fundraiser / Sponsors<br>Kit Cartwright                               | We have \$3,600.00 in hand so far plus a few pledges. Alliant is still interested.<br>Kit has started the write up for the Energy Center Grant and will complete it with the help of Chris Nelson.<br>Kit plans on sending out thank you and recognition letters to the sponsors.  |
| d. | Product Displays<br>Ron Engelhardt                                    | Not Present.   |
| e. | Publications / Website<br>Tim Conrad<br>Andrew Pospisal<br>Jason Kems | We need to get the website up and running. Send speaker and event info to Jason and or Andrew.<br>Benny needs to be contacted to get the registration site up and running.   |
| f. | Companion Events<br>Kelly Crow  | There will be a tour in the morning and shopping in the afternoon.   |
| g. | Business Meetings<br>Mark Conway                                      | The RVC letters are out and 4 have already come back. There is one Mark needs to send to the Chapter Chairs.<br>Projectors are needed for the meetings. Susan is coordinating the A/V equipment needs.<br>We need to send a list of attendees to Society. Send any known attendees to Jason and/or Jerrod to compile a list. |
| h. | Photographer<br>James Wahlert   | Not Present  |
| i. | (Society Officer) Hosting<br>Paul Melton                              | Paul has one already!  |
| j. | Hospitality Suite<br>Dan Zaug   | Shirts will be ordered.  |
| k. | Welcome Party<br>Matt Jesson  | Scheduled but no contract yet.   |
| l. | Signage<br>Matt Gumm  | Not Present  |
| m. | Technical Programs<br>Chris Nelson                                    | Slight change up in the speakers. There will be two speakers to cover one day verses one.  |
| n. | Facilities<br>Susan Oltrogge  | Not present.   |

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A N I N T E R N A T I O N A L O R G A N I Z A T I O N



**ASHRAE**

*Technology for a Better Environment*

- o. Student Activities                      Not Present.  
    Holly Stevens
- p. Banquet                                      Nothing new.  
    Justin Barrett
- q. Luncheon                                    Not Present, but it is all set up!  
    Susan Oltrogge

13. The next Planning Committee Meeting is **Friday March 13<sup>th</sup>** – **different** place, Halvorson Trane's office, 11:00 pm.

14. Meeting adjourned at about 12:07pm (because Jerrod likes symmetry)

**2009 Meeting Dates**

<u>MONTH</u>	<u>CRC PC Date</u>
January	7
January	22
February	4
February	20
<b>March</b>	<b>13</b>
April	1
April	?
May	TBD

Report any errors or omissions of the meeting minutes to the 2009 CRC Planning Committee Secretary, Jason Kems, at [jason.kems@mail.ashrae.org](mailto:jason.kems@mail.ashrae.org), prior to the next meeting.

\\server\users\jkems\My Documents\Intranet\Societies\ASHRAE\2009 CRC\Secretary\Meeting minutes\2008-10-01-PC-MM.doc

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**A N I N T E R N A T I O N A L O R G A N I Z A T I O N**



**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

<u>POSITION / COMMITTEE</u>	<u>CHAIRPERSON</u> <u>COMMITTEE</u>	<u>EMAIL</u>	<u>PHONE</u>	<u>FAX</u>	<u>MOBILE</u>
Chairman	Jerrod Sieverding	<a href="mailto:jsieverding@dptmechanical.com">jsieverding@dptmechanical.com</a>	(515) 727-0771	(515) 727-0778	(515) 371-0157
Co-Chairman	Mark Allen	<a href="mailto:marka@ajallen.com">marka@ajallen.com</a>	(515) 697-3590	(515) 697-3501	(515) 202-2010
Treasurer	Holly Elbert	<a href="mailto:helbert@bbsae.com">helbert@bbsae.com</a>	(515) 244-7167	(515) 244-3813	(515) 778-3908
Secretary	Jason Kems	<a href="mailto:jason.kems@mail.ashrae.org">jason.kems@mail.ashrae.org</a>	(515) 277-6305	(515) 277-3069	(515) 201-8716
Registration	Jeff Hammer	<a href="mailto:jhammer@harthammer.com">jhammer@harthammer.com</a>	(515) 277-6305	(515) 277-3069	(515) 250-1417
	Jim Hall	<a href="mailto:jimh@hvactab.com">jimh@hvactab.com</a>	(515) 270-8755	(515) 270-8756	(515) 491-7889
Fundraiser / Sponsors	Kit Cartwright	<a href="mailto:kccartwright@trane.com">kccartwright@trane.com</a>	(515) 309-4522	(515) 270-3835	(515) 238-8565
Product Displays	Ron Engelhardt	<a href="mailto:raengelhardt@trane.com">raengelhardt@trane.com</a>	(515) 309-4515	(515) 270-3835	(515) 321-7154
Business Meeting	Mark Conway	<a href="mailto:mconway@rdgusa.com">mconway@rdgusa.com</a>	(515) 288-3141	(515) 288-8631	
Technical Programs	Chris Nelson	<a href="mailto:cnelson@shive-hattery.com">cnelson@shive-hattery.com</a>	(515) 223-8104	(515) 223-0622	(515) 669-1876
	Curt Klaassen	<a href="mailto:curtk@energy.iastate.edu">curtk@energy.iastate.edu</a>	(515) 965-7055	(515) 965-7056	
	Jim Lee	<a href="mailto:jlee@shive-hattery.com">jlee@shive-hattery.com</a>	(515) 223-8104	(515) 223-0622	
	Chuck Pedersen	<a href="mailto:capedersen@hrgreen.com">capedersen@hrgreen.com</a>	(515) 278-2913	(515) 278-1846	(515) 306-7029
Facilities / Breaks Coordinator	Susan Oltrogge	<a href="mailto:soltrogge@bbase.com">soltrogge@bbase.com</a>	(515) 244-1767	(515) 244-3813	
Welcome Party	Matt Jesson	<a href="mailto:mjesson@waldinger.com">mjesson@waldinger.com</a>	(515) 323-5130		(515) 208-9555
Banquet	Justin Barrett	<a href="mailto:justin_barrett@irco.com">justin_barrett@irco.com</a>	(515) 262-8221	(515) 282-6080	(515) 979-8481
Companion Activities	Kelly Crow	<a href="mailto:kcrow@shive-hattery.com">kcrow@shive-hattery.com</a>	(515) 223-8104	(515) 223-0622	
Student Activities	Holly Stevens	<a href="mailto:hstevens@gdeng.com">hstevens@gdeng.com</a>	(515) 251-7280	(515) 251-7349	(515) 988-1032
Photographer	James Wahlert	<a href="mailto:james.wahlert@rsstover.com">james.wahlert@rsstover.com</a>	(641) 753-5557	(641) 752-7977	(641) 751-9643
Signage	Matt Gumm	<a href="mailto:mattgummisu@yahoo.com">mattgummisu@yahoo.com</a>			
(Society Officer) Hosting	Paul Melton	<a href="mailto:pkmelton@trane.com">pkmelton@trane.com</a>	(515) 309-4513	(515) 270-3835	(515) 988-2384
Hospitality Suite	Dan Zaug	<a href="mailto:daniel.v.zaug@jci.com">daniel.v.zaug@jci.com</a>	(515) 727-6978	(515) 252-0001	(515) 202-9441
Tester	Ron Engelhardt	<a href="mailto:raengelhardt@trane.com">raengelhardt@trane.com</a>	(515) 309-4515	(515) 270-3835	(515) 321-7154
Publications / Website	Tim Conrad	<a href="mailto:Timothy.J.Conrad@jci.com">Timothy.J.Conrad@jci.com</a>	(515) 727-6964	(515) 252-0001	(515) 202-4496

**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

**Organizations to invite**

<u>ORGANIZATION</u>	<u>CONTACT PERSON</u>	<u>PHONE</u>	<u>CONTACT DATE</u>	<u>E-MAIL</u>	<u>CRC COMMITTEE LIASION</u>
USGBC					Matt Jesson
MCAI	Monty Johnson			<a href="mailto:monty@mcaofiowa.org">monty@mcaofiowa.org</a>	Mark Allen
SMCI	Dennis Hogan Kim Best				Jim Hall
BOMA	Dawn O'Connor			<a href="mailto:dawnoconnor@mchsi.com">dawnoconnor@mchsi.com</a>	Mark Allen
ISHE	Heidi Lauer			<a href="mailto:lauerh@ihaonline.org">lauerh@ihaonline.org</a>	Jerrod Sieverding
AIA - Iowa Chapter					Dennis Hogan
Omaha ASHRAE	Richard Woodson			<a href="mailto:rwoodson@farris-usa.com">rwoodson@farris-usa.com</a>	James Wahlert
Kansas City ASHRAE	Jeff Ewens			<a href="mailto:jeff.ewens@hendersonengineers.com">jeff.ewens@hendersonengineers.com</a>	
CSI					Kelly Crow
IFMA					
ABC					Dan Zaug
IEC					
MBI	Monica Worheide			<a href="mailto:Mworheide@mbionline.com">Mworheide@mbionline.com</a>	Mark Allen
IES / NSPE	Jeff Magner	244-3184		<a href="mailto:jmagner@terracon.com">jmagner@terracon.com</a>	Holly Elbert
Des Moines Engineers Club					Jim Lee

**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

**Chapters to visit**

<b>CHAPTER</b>	<b>CHAPTER PRESIDENT</b>	<b>E-MAIL</b>	<b>VISIT DATE</b>	<b>CRC COMMITTEE LIASION</b>
Cedar Valley	Justin Marxen	<a href="mailto:justinm@de-pc.com">justinm@de-pc.com</a>		
Mississippi Valley	Andrew Price	<a href="mailto:priceandrew@stanleygroup.com">priceandrew@stanleygroup.com</a>		Jerrod Sieverding
Minnesota	Jim Douglas	<a href="mailto:jimd@twgi.com">jimd@twgi.com</a>		
Illinois	John Hill	<a href="mailto:jhill@midwestapplied.com">jhill@midwestapplied.com</a>		Kelly Crow / Jason Kems
Rockford	Dave Anderson	<a href="mailto:david.s.anderson@jci.com">david.s.anderson@jci.com</a>		
Central Illinois	Terry Phelan	<a href="mailto:tphelan49@comcast.net">tphelan49@comcast.net</a>		
La Crosse	Rick Heiden	<a href="mailto:rheiden@trane.com">rheiden@trane.com</a>		Ron Englehardt
Madison	Tim Meeker	<a href="mailto:meeker@jdreng.com">meeker@jdreng.com</a>		
NE Wisconsin	Chad Landsinger	<a href="mailto:cal@mstove.com">cal@mstove.com</a>		Tim Conrad
St. Louis	Pat O'Brien	<a href="mailto:patrick.obrien@charter.net">patrick.obrien@charter.net</a>		Jeff Gross
Wisconsin	Maggie Roll	<a href="mailto:mroll@ringdu.com">mroll@ringdu.com</a>		

**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

**\*\*\* TENTATIVE MASTER SCHEDULE \*\*\***

START	STOP	EVENT	ROOM	RESPONSIBILITY
<b>THURSDAY - MAY 7</b>				
		SET-UP		
		SIGNAGE	VARIES	GUMM
12:00 PM	5:00 PM	REGISTRATION	COAT	HAMMER 250-1417
12:00 PM	1:00 PM	HOSPITALITY SUITE SET-UP	712	ZAUG 202-9441
		AIRPORT PICK-UP JOHN DOE FLIGHT: CELL PHONE:		MELTON 988-2384
10:00 AM	12:00 PM	REGION VI EXECUTIVE COMMITTEE (REGION VI OFFICERS)	305	
12:00 PM	1:00 PM	CAUCUS (EXECUTIVE SESSION) <i>DELEGATES AND ALTERNATES ONLY</i> <i>(BOX LUNCH PROVIDED)</i>	WEDGEWOOD	
1:00 PM	5:30 PM	HOSPITALITY SUITE OPEN	712	ZAUG 202-9441
1:15 PM	5:00PM	BUSINESS SESSION NO 1	WEDGEWOOD	DRC
		CALL TO ORDER / INTRODUCTIONS	WEDGEWOOD	DRC
		REMARKS OF THE CHAIRMAN	WEDGEWOOD	DRC
		APPROVAL OF THE AGENDA	WEDGEWOOD	DRC
		APPROVAL OF MINUTES	WEDGEWOOD	DRC
		APPOINTMENT OF SUB COMMITTEES	WEDGEWOOD	DRC
		REVIEW OF ACTION ITEMS	WEDGEWOOD	DRC
		Motion 1, 2, 3, 4	WEDGEWOOD	DRC
		REMARKS OF THE SOCIETY VICE PRESIDENT	WEDGEWOOD	DRC
		REMARKS OF CHIEF STAFF OFFICER	WEDGEWOOD	DRC
		Break		
		CHAPTER REPORTS	WEDGEWOOD	DRC
		REPORT OF THE CEDAR VALLEY CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE CENTRAL ILLINOIS CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE ILLINOIS CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE IOWA CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE LA CROSSE CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE MADISON CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE MINNESOTA CHAPTER	WEDGEWOOD	DRC
		REPORT OF THE MISSISSIPPI VALLEY CHAPTER	WEDGEWOOD	DRC
		LAYING OUT OF MOTIONS	WEDGEWOOD	DRC
		All Motions In Writing Under Format, 60 Copies	WEDGEWOOD	DRC
		Recess to Friday	WEDGEWOOD	DRC
3:00 PM	5:00 PM	HISTORY DISPLAY	CITY	
12:00 PM	4:00 PM	GOLF	OFF SITE	

**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

**\*\*\* TENTATIVE MASTER SCHEDULE \*\*\***

START	STOP	EVENT	ROOM	RESPONSIBILITY
6:00 PM	9:00 PM	WELCOME PARTY	OFF SITE	JESSON 208-9555
8:00 PM	11:00 PM	HOSPITALITY SUITE OPEN	712	ZAUG 202-9441
<b>FRIDAY - MAY 8</b>				
7:30 AM	3:00 PM	REGISTRATION	COAT	HAMMER 250-1417
		SIGNAGE		GUMM
7:30 AM	4:30 PM	BOOTH BY SPONSORING ORGANIZATIONS	MEZZ CENTRAL	ENGELHARDT 321-7154
ALL DAY		HISTORY DISPLAY	CITY	
7:30 AM	9:30 AM	REGION VI EXECUTIVE COMMITTEE (REGION VI OFFICERS)	305	
8:15 AM	9:15 AM	KEYNOTE PRESENTATION	STATE / GOV / CAP	
9:00 AM	5:00 PM	SPOUSE ACTIVITIES	LOBBY	CROW
9:30 AM	10:30 AM	TECHNICAL SESSION 1		NELSON 669-1876
		TRACK 1	GOVENOR	NELSON et al
		TRACK 2	STATE	NELSON et al
		TRACK 3	CAPITOL	NELSON et al
10:40 AM	11:40 PM	TECHNICAL SESSION 2		NELSON 669-1876
		TRACK 1	GOVENOR	NELSON et al
		TRACK 2	STATE	NELSON et al
		TRACK 3	CAPITOL	NELSON et al
12:00 PM	1:15 PM	PRESIDENTAL LUNCHEON	BALLROOM	NELSON et al
1:30 PM	3:00 PM	TECHNICAL SESSION 3		NELSON 669-1876
		TRACK 1	GOVENOR	NELSON et al
		TRACK 2	STATE	NELSON et al
		TRACK 3	CAPITOL	NELSON et al
3:10 PM	4:40 PM	TECHNICAL SESSION 4		NELSON 669-1876
		TRACK 1	GOVENOR	NELSON et al
		TRACK 2	STATE	NELSON et al
		TRACK 3	CAPITOL	NELSON et al
4:30 PM	6:00PM	BUSINESS SESSION NO 2	WEDGEWOOD	
5:30 PM	6:30 PM	SOCIAL - CASH BAR	NORTH	BARRETT 979-8481
6:30 PM	7:30 PM	BANQUET	BALLROOM	BARRETT 979-8481

**2009 ASHRAE REGION IV CRC  
DES MOINES, IOWA - MAY 7-9, 2009**

**\*\*\* TENTATIVE MASTER SCHEDULE \*\*\***

START	STOP	EVENT	ROOM	RESPONSIBILITY
7:00 PM	8:30 PM	AWARDS	BALLROOM	
8:30 PM	9:30 PM	PROGRAM - COMEDIAN	BALLROOM	BARRETT 979-8481
9:30 PM	11:00 PM	DJ	BALLROOM	BARRETT 979-8481
8:30 PM	11:00 PM	HOSPITALITY SUITE OPEN	712	ZAUG 202-9441
<b>SATURDAY - MAY 9</b>				
7:30 AM	10:00 AM	REGISTRATION	COAT	HAMMER 250-1417
8:00 AM	12:00 PM	HISTORY DISPLAY	CITY	
8:15 AM	9:45 AM	CHAPTER WORKSHOPS		RVC
		MEMBERSHIP	305	RVC
		RP	310	RVC
		CHAPTER OPERATIONS	312	RVC
		HISTORY	322	RVC
10:00 AM	11:30 AM	CHAPTER WORKSHOPS		RVC
		CTTC	305	RVC
		STUDENT ACTIVITIES	310	RVC
		ELECTRONIC COMMUNICATION	312	RVC
1:30 PM	3:00 PM	REGION VI EXECUTIVE COMMITTEE (REGION VI OFFICERS) (IF NEEDED)	305	DRC
1:30 PM	3:00 PM	NOMINATION WRAP-UP	WEDGEWOOD	DRC