

ASHRAE Region VI

2009 Chapter's Regional Conference

Des Moines, IA

May 7-8, 2009

Call to Order/Opening Remarks

Call to order by Bob Linder

Opening remarks by Bob Linder

- o All meeting sessions are business casual dress code.
- o Please turn off your cell phone (ringer).
- o Your CIQ must be turned in prior to Bob signing any travel vouchers
- o Rick Herman will help in drafting motions.
- o DRC / RVC visits and scheduling – there have not been many visits in the past 2-years. Work with your BOG to attend planning meetings.
- o Andrew Persely can not make it to speak.

Appointment of Secretary

Bob Linder asked for a motion by Iowa Chapter delegate Kit Cartwright to appoint Jason Kems as Secretary of the meeting. The motion was seconded on the floor and the vote was unanimous.

Appointment of Parliamentarian

Bob Linder appointed John Day as Parliamentarian. Mr. Day's charge is to enforce that Roberts Rules of Orders are followed during the meeting.

Other Appointments

Bob Linder appointed Andrew Price as the Horn Blower Award Chairman, Scott Wrawlings, Tim Meeker and Patrick O'Brien as the Resolution Committee and the Illinois, Central Illinois and NE Wisconsin Delegates as the Regional Audit Fund Committee – John Hill-III, Jason Atkisson-Central IL, Joseph Dettlaff-NE WI.

Roll Call of Delegates and Alternates – Business Meeting by Bob Linder

Chapter	Title	First Name	Last Name	Session #1	Session #2
Cedar Valley	CRC Delegate	Ben	A'Hearn	Present	Present
	CRC Alternate	Justin	Opperman	Present	Present
Central Illinois	CRC Delegate	Jason	Atkisson	Present	Present
	CRC Alternate	Tom	Cullop	Present	Present
Illinois	CRC Delegate	John	Hill	Present	Present
	CRC Alternate	Brett	Kelley	Present	Present
Iowa	CRC Delegate	Kit	Cartwright	Present	Present
	CRC Alternate	Roger	Leshner	Present	Present
Mississippi Valley	CRC Delegate	Patrick	Igou	Present	Present
	CRC Alternate	Andrew	Price	Present	Present
LaCrosse	CRC Delegate	Rick	Heiden	Present	
	CRC Alternate	Larry	Butz	Present	
Madison	CRC Delegate	Tim	Meeker	Present	
	CRC Alternate	Robb	Stone	Present	
Minnesota	CRC Delegate	Scott	Rollivcs	Present	
NEW	CRC Delegate	Joe	Dettlaff	Present	
	CRC Alternate	John	Schuh	Present	
Rockford	CRC Delegate	Tim	Rice	Present	Present
	CRC Alternate	Bill	Kusniert	Present	

Chapter	Title	First Name	Last Name	Session #1	Session #2
St. Louis	CRC Delegate	Patrick	O'Brien	Present	
	CRC Alternate	David	Zimmerman	Present	
Wisconsin	CRC Delegate	Jason	Gerke	Present	
	CRC Alternate	David	Grassl	Present	
	CRC Delegate			Present	
	CRC Alternate			Present	

Introduction of Attendees by Bob Linder

Name	Title	Session #1	Session #2
Lynn Bellenger	Society Treasurer	Present	Present
Carolyn Kettering	Staff Member	Present	Present
Jerrod Sieverding	CRC Chair	Present	
John Day	ARC	Present	
Benjamin Skelton	RVC, Electronic Communication	Present	
Corey Metzger	RVC, Chapter Technology Transfer	Present	Present
John Rieke	RVC, Research Promotion	Present	
Tina Briekner	RVC, Student Activities	Present	
Dick Hegberg	Nominating Member	Present	
Chuck Hale-Derks	Nominating Alternate	Present	
John Day	Regional Treasurer	Present	
Scott Blackmore	RVC, MP	Present	Present
Bob Linder	DRC	Present	Present

Acknowledgement of Visiting Members in Audience

- o Rick Hermans from the Minnesota Chapter
- o Mark Hegberg from the Illinois Chapter
- o Mark Conway from the Iowa Chapter

CRC Schedule Review – Jerrod Sieverding

Review of Agenda – Bob Linder

- o The business meeting will re-convene tomorrow at 4:30pm and nominations will follow. A motion was made, seconded and all approved.
- o The approval of the previous meeting minutes will be moved to tomorrow.

Vice-Presidential Presentation – Linn Bellinger (for the Society VP)

- o Find out what is going on at the Chapter level – make suggestions to take to Society.
- o “Latest and Greatest Hits”
- o Balanced budget – vote in June
- o HQ renovation. LEED Gold Certification process
- o New publications
- o HPB magazine subscription – electronic magazine – free subscription
- o Advanced energy design guides – 30% almost complete – 30 / 50 / net zero free to download, buy hard copy.
- o ASHRAE certifications are growing in numbers.
- o Government affairs

- Get involved – develop yourself professionally and serve ASHRAE.
- Region VI and research
- Annual meeting in Louisville
- Winter meeting in Orlando
- Thank you!

ASHRAE Staff Report – Carolyn Keeting

- FAQ – Technical questions on website
- \$19-million expenditures
- Membership numbers
- Dues structure
- YEA members
- Chapter support – be green – go on-line
- MCO – chapter operations on-line – read index and find your position and read
- IRS guidelines
- 74 distinguished lecturers – November 30 deadline – 15th open unused list
- Webcast for 2010 – Commissioning
- Technology awards September 1 deadline
- PAOE July 1-15 dual entry – monthly reporting +10 points each category / month
- Honors and awards – descriptions on website
- RP contributions
- Use ASHRAE.org – be sustainable
- Thank you!

Housekeeping / Miscellaneous Items

- MCO – good reading! Searchable in Adobe
- Sharing DL's – coordinate meeting dates
- All CIQ's are turned in – as you make changes, send to Robert Linder. Please keep updated.
- Awards – recognize those that have done a lot of work
- Keep BIO's updated

Preliminary Reading of Motions

- St. Louis
 - Dues collection by Society – payment by the 5th of the month
- LaCrosse
 - HVACR Journal Available
 - CIQ entry process streamlined
- Check with Rick to assist in write-up. Rick.hermans@mcquay.com

10-Minute Break

Audit committee to meet at 8:00 am on Friday to review the books.

Chapter Reports

- Please keep your report to 5-minutes. No need to read report.
- Minnesota -
 - Society president visit
 - Region participation
 - Communication struggle in past. Added CTTC chari.
 - Phasing out the written newsletter. Electronic distribution and database.
 - Students to members – high. YEA and student activities.
 - Energy expo in December – 9 seminars. 200 attendees. Booths. Association of Energy Engineers split.
 - Product directory – electronic version only?
 - Green labeled
 - Website – want to add more services for members
 - History – electronic
 - 2 sub-chapters / sections
 - Other associations working with on meetings shows and training like BOMA.
 - 90.1 training for code officials – by attending seminars
- LaCrosse -
 - Lots of prorams
 - Refrigerant seminar
 - Bus trip to EXPO in January
 - ECC – website and newsletter electronic registration
 - History – Jim Ritter did report
 - Looking at webinars for chapter meetings
- Mississippi Valley -
 - Good attendance – good programs
 - Meals covered at meetings
 - Issue with taxes – filed last year – late this year
 - Joint meeting with ASPE – full day seminar
 - Use big companies – target one person at each to rally employees
 - Early meetings – 4:30 pm
 - “All Iowa” meeting with Iowa chapter via GoTo Meeting
 - Special events
 - Student activities - \$1k scholarships
 - Sent announcement to high schools about scholarships
 - Technical training schools – outreach

- CTTC - \$50 gift card for application - \$100 cash for award winner - \$50 cash for second place
- RP – close to goal
- Volunteerism – many new young members asked to be on committees
- ASHRAE Society publicity links in newsletter
- Cedar Valley -
 - Fall golf outing – scholarship and RP proceeds
 - Few new members stepped up – working on more
 - DL last month – double regular attendance
 - Scholarships – no student chapter to use
 - Joint meetings with CSI and AFE
 - Improvements on website and newsletter
 - Poor attendance – low membership
 - No spring golf outing – night at ballpark instead
 - Run chapter as a group not as an individual
- Iowa – Kit Cartwright
 - Differences from past years
 - \$500 x 3 to \$1k x 3 scholarships
 - More to meetings – free drink tickets with email response / RSVP
 - Lower attendance
 - Two DL's this year
 - President visit w/ Webcast
 - Electronic newsletter only
 - Advertisements in newsletters and on website
 - Challenges – large firm participation – shame into attending target on or two at firm and they made others to attend. Have them host the meeting or webcast location. ASHRAE advocate within company to help with attendance.
 - Bill Harrison with meet with companies
 - Breakfast meeting with principals to ask what the needed from the chapter
- Central Illinois -
 - Attendance is down at meetings 8-20
 - Two BOG members lost – VP and BOG
 - Travel to attend meetings
 - Two student chapters – good attendance – U of Ill and Bradley University
 - Ag engineering playing a larger role participation
 - Two scholarships
 - RP – ok - ~65% of goal
 - Finances are ok

- Gearing up for CRC in 2010
- Golf outing and product directory back on track
- Good and bad – same group of people doing the work – good at it – getting tired of it
- Newsletter – all electronic emailed
- Website not updated past 4-months – looking at using students to keep updated
- Spread out chapter
- President elect and BOG position open – need to work on
- Haven't tried web meetings

Break – will be extending meeting to 5:30 pm

Chapter Reports (continued)

- Rockford – Tim Rice
 - Some of the same issues as Central Ill
 - \$500 scholarship
 - \$2k to RP – most from golf outing
 - Chapter or become a section? Options to consider
 - Lower chapter dues
 - Fewer meetings – better attendance
 - Only 7 consulting engineers
 - 62 reported members
 - No student chapter or participation – no 4-year school – 2-year tech school at Rock College
- Illinois -
 - Great year so far
 - Winter meeting – good participation
 - Membership and attendance going in right direction
 - Membership promotion – more active on tracking and working with attendance to get more at meetings – drink tickets – free meeting for 1st meeting
 - YEA membership a plus – 70% of new members
 - Sponsor training trip to Atlanta – new life blood in chapter
 - Joint meetings with USGBC and CGC
 - 7% attendance at meetings – program dependant
 - 3% committee membership
 - Cost management – better
 - Give out product directory
 - Survey monkey – topic list to rank to members – not a big change in attendance
 - \$6k of scholarships and training
 - RP – same number of donations but less money

- Membership woes – issues with renewal – 93% to 48% paying members down to 34% (chapter dues)
- Must request to opt out of paying chapter dues – think it has been changed at society level to now opt in – need to offer value to members to justify chapter dues. Carolyn has asked her staff to verify the opt in / out.
- St. Louis – Patrick O’Brien
 - Assigned company members to rally attendance
 - Local tech session – social – meal – 2nd tech session
 - Better attendance at lunch meetings – 11 to 1 – loss of students
 - Moved up time for evening meetings
 - Increased dues to help offset meal costs – hard to track
 - 8-hour tech session with local speakers – 75 attendees - \$6k raised
 - All electronic newsletter
 - Student activities – 5 scholarships – 1 carrier scholarship – 1 national scholarship
 - Funded by golf outings
 - RP – 12, 8 out of 28
 - Golf outing tomorrow
 - Increased attendance – pdh’s – check with local (state) requirements – MCO has form that can be filled out and handed out.
- Wisconsin –
 - Code refresher meeting
 - DL – commissioning
 - Incentives
 - Two meetings flopped
 - RP – exceeded goal – two large donors – wanted many small donations – focused on
 - Student – good participation
 - Next year – couple meeting at MSOE
 - Two YEA events near school – members and students
 - Goals – promote professional development (next year) – meetings or seminars – clean up BOG – not a lot involved – ask for good participation – fresh blood in BOG
 - Chapter dues collection woes – good for contact with members
 - CRC planning – a little behind – have something for tomorrow to take home – Hilton
- NE Wisconsin –
 - Large geographic area with ~150 members
 - On-line sign-up going well – double clicking – Google check-out confusing
 - Yearly pre-pay – 4 or 5
 - Lots of mix of members – reps, engineers and contractors
 - Paperless for long time

- Finances good – stocks down a little with investments
- Membership is steady
- Students – no chapters
- RP – low
- Doing enough to get it done – nothing more – need to be more proactive
- Give out CEU's and presentations
- One scholarship for the year
- Madison
 - OK year
 - Students up – good attendance at meetings
 - GAME – good – new committee – benefit to environment
 - Recruitment of leadership volunteers is down – those that are left are busy and can't commit time to ASHRAE
 - Competition for time of members from others
 - Membership –
 - Student activities – employment by student activities chair – part / intern / full – two chapters – Monday night meeting conflict with classes
 - Goal to get to high school kids – attend career days and science Olympia
 - CTTC – good programs – joint meeting with sheet metal contractors once a year – roundtables – 15 tables with topics and presentations from each table and questions from rest – get topics from BOG / contractors / engineers
 - No lunch meetings
 - YEA – push engineering – haven't done much with students
 - Money in good shape – dues - \$150 all meetings or \$30 per meeting and meals – changed to \$100 / \$20 this year
 - Scholarships - \$6k – most from golf outing

We will be starting at 4:30 pm Friday – Bob Linder called the meeting adjourned for the day.

Session #2 – 4:30pm On Friday, May 8, 2009

Regional Reports

Research Promotion – John Rike

- RP plug (during set-up)
- Report summary
- ~\$750k back to Region for research projects – mostly academic
- Help out RP chair to reach goals
- Regional full circle
- End of June – cut off for this year – June 30

Student Activities – Tina Brieckner

- Student design award submission – year projects due end of month

- Student grants - \$65k – 13 projects approved – teaching mechanisms
- Program at winter meeting
- K-12 science and math
- Encourage schools to submit for grants
- ~400 students at breakfast at winter meeting
- Can work with other organizations to help with K-12

Membership Promotion – Scott Blackmore

- ~1.5% growth
- Mark miller taking over later this year
- Make incoming chair attend CRC – provide guidance
- Retaining new members – focus on keeping – make contact – 1-3 year drop out

Chapter Technology Transfer – Corey Metzger

- Go over more detail in workshop
- Would like to at least see a rep at workshop
- Two DL's went back to pool and were used by others – must reserve by Nov 30th – pool opens in July
- Feedback forms – send back to society
- Iowa – 2 DL's not listed paid by Chapter
- Three award submissions to society (10 total) – 1 honorable mention from region
- Will send out updates on deadlines
- 2009-10 PAOE has been updated
- Webcast next April – some issues with this year's broadcast
- AEPG's – two new this year
- Certification programs
- HPB magazine
- CTTC chair covered (travel) to CRC
- September 14, 2009 – Terry Townsend in Madison – coordinate with other chapters in region

Regional Web Site – Benny Skelton

- Some difficulties with website going awry
- Google pay now costs – looking at something else
- Two chapters still not on region server
- Last term as RVC of ECC
- Updated to blog website – easy to use
- 5-6 chapters use meeting e-chapter login
- Looking into 3rd party resources

YEA –

- Not technically an RVC position

- No organized rules for YEA – struggling
- Try to incorporate into membership
- Try having events – fundraisers
- Region sent two members to weekend – had lots of response when region paid
- Is May a bad time of the year? Busy time – 36 this year – low turnout – turned away last year
- Notification sent to President and Membership Promotion for event

Treasurer – John Day

- Less expenses
- Iowa used Google
- Financial summary will be updated after CRC
- \$22,500 in CD's - \$22,647.85
- Chapters have not paid region dues
- 3,485 to 3,013 chapter paying dues members
- \$9,522 income for region
- LaCrosse pay for 2007-08? Region will check
- Expenses - \$10,189 as of August - \$5,094 before CRC
- Due to RVC's absorbing costs and teleconferences
- Region planning in August by teleconference
- Monthly phone in
- \$4,800 net gain before CRC
- Trying to keep costs down – less visits but will do if needed
- No need to change dues structure at this time

Approval of 2008 CRC Minutes

Not at this time.

New Business

CRC Schedule

- list will be on region website
- Wisconsin – May 13-15, 2010

Treasurer Nomination

John Day nominated Scott Wrawlings for the Region Treasurer position. All accepted.

Region Audit Report

- All seems to be in order
- Paying members June 30, 2009 as of for dues
- John Hill motion to accept the report – all accepted

CRC Wrap-Up Report – table until tonight at the banquet

Motions

Motion Identification No. Region VI-09-01

Moved by: St. Louis Chapter Delegate.

Motion: Payment of Society collected local dues be sent by the 5th of the following month.

Fiscal Impact: None

Vote Count: For: 11 / Against: 0 / Abstained: 0 / NE Wisconsin not present/not voting / motion carries

Motion Identification No. Region VI-09-02

Moved by: Mississippi Valley Chapter Delegate.

Motion: To streamline the CIQ database entry and remove the Excel spreadsheet requirement

Fiscal Impact: None

Vote Count: For: 11 / Against: 0 / Abstained: 0 / NE Wisconsin not present/not voting / motion carries

Motion Identification No. Region VI-09-03

Moved by: Mississippi Valley Chapter Delegate.

Motion: Research Journal made available to Chapters electronically

Background Information: The Journal is a niche place for miscellaneous papers to be published. Not ASHRAE funded research.

Fiscal Impact: None

Vote Count: For: 7 / Against: 0 / Abstained: 4 / NE Wisconsin not present/not voting / motion carries

Closing Remarks

- Well organized CRC.
- Great recovery for missing speakers for the seminars. Impressive.
- Good chapter reports even though they were long.
- Many success stories.
- Good to have a face with a name.
- Don't let problems linger – call Carolyn and she will fix or start working on it.

New Business

- CRC 2010 in Wisconsin
 - May 13-15, 2010
 - Hilton Hotel in Downtown
 - Packets were passed out.
 - Information will be posted to the website shortly.
 - Bring your family and enjoy the weekend. Hope to see you next year.

Questions and comments

- Thanks to Iowa for an easy CRC for the DRC and for keeping Dan in check.
- Jerrod and Mark are good contacts for the Madison CRC.

- Update your CIQ's as needed.
- Send any and all comments in about this CRC.
- A regional historian is still needed.
- All reports and files will be on the region website for future reference including the audio files from these meetings.

Adjournment

- Jason Atkisson called a motion to adjourn the meeting. All approved.
- Meeting was adjourned.