

REGIONAL MEETING

ASHRAE Region 10

Los Angeles, CA

August 23, 2008

Attendees:

Cindy Hyatt, Central Arizona
Don Brandt, Central Arizona
Tiffany Bates, Central Arizona
Dean Borges, Northern Nevada
Saul Villanueva, San Jose
Jack Zarour, San Jose
Devin Abellon, San Diego
Michael Burgess, San Diego (by phone)
Clay Lampman, Southern California
Karine LeBlanc, Southern California
Art Andres, Tri-County

1.0 Finances, Cindy Hyatt:

A. Checking Account:

- There is a checking account balance of \$21,803.68.
- Jack Zarour and Verle Williams are on the current signature card.
- C. Hyatt will have the checking account transferred to Central Arizona area.
- C. Hyatt, D. Brandt and J. Zarour will be on the signature card.
- J. Zarour has given C. Hyatt the Treasurer's Report.
- J. Zarour has given C. Hyatt the financial audit performed by S. Villanueva.
- There is still a checking account in Hawaii with a balance of \$400-500. J. Zarour to speak with V. Williams to close out the account and transfer funds.

B. Revenue:

- Region 10 has approximately 4,000 Area Assigned Members (AAM) and 2,500 Chapter Paid members (CPM).
- Regional dues are based on Chapter Paid Members based on Chapter CRC Reports.
- Regional dues are \$3.50 per Chapter paid Member.
- Regional dues from chapters are paid thru 2007-2008 fiscal year.
- J. Zarour to send out Regional Dues Invoices for 2008-2009 in January, 2009.

C. Regional Expenses:

- J. Zarour to institute a Regional Reimbursement Form for use by Regional Officers.
- J. Zarour to approve all submitted expenses for reimbursement.
- J. Zarour to develop guidelines for approved Regional expenses.

2.0 Research Promotion, Tiffany Bates:

- Our Regional goal for 2008-2009 is \$195,000. Last year our goal was \$170,000 and \$168,000 was collected.
- ASHRAE's 2008-2009 goal is \$2,500,000 from \$2,100,000 last year.
- The Tucson and San Diego chapters don't presently have RP Chairs.
- T. Bates will visit the several chapters to promote Research Promotion including Tucson and San Diego.
- The Full Circle goal for 2008-2009 has been met.

3.0 Membership, Art Andres:

- This years' membership growth goal is 3%.
- A. Andres will be promoting "Mentoring" this Society year. He exhorted all Regional officers to do the same.
- There is a new Membership Website on the ASHRAE web page.
- A. Andres will be visiting at least (4) chapters this year.

4.0 Student Activities, Karine LeBlanc:

- K. LeBlanc will be promoting the 16/40/40 program with graduating students.
- K. LeBlanc will be taking an active roll inn speaking with faculty members this year to help establish and maintain Student Chapters.

5.0 Regional Website, Karine LeBlanc:

- K. LeBlanc will strive to maintain Regional Website updated continuously.
- The cost of the website hosting is approximately \$60.00 per year.
- She needs input from Regional Officers on a timely basis, typically the 25th. Of each month.
- Word files are preferred.

6.0 Regional Newsletter, Devin Abellon:

- D. Abellon will be issuing a Regional Newsletter in September, December, March and June.
- He will strive to have the best chapter newsletter recognized at the CRC. The Francis Brown Award is given by the Southern Nevada Chapter.
- He will strive to have the best Chapter Webmaster Award recognized at the CRC. The award is given by the Tri-County Chapter.
- The Regional Newsletter is sent to everyone listed on the Chapter CIQ.

7.0 Nominating Committee, Dean Borges:

- The Alternate Regional Chairperson is Mike Burgess.
- The CTTC may need additional help at the Regional level including chairs for the Refrigeration, Programs and TEGA activities. J. Zarour to speak to R. DesLauriers.
- D. Borges has (1) year left as the Nominating Committee Delegate, S. Villanueva is slated to become the Delegate after D. Borges term.
- D. Borges requested that Regional Officers remind Chapter Officers to think on a “Society” level and learn about potential Society officers so that the CRC nominating function is more meaningful.

8.0 Chapter’s Regional Conference:

- Darrin Smith is the CRC Chair for the 2009 CRC in Orange County.
- All Regional Officers encouraged to improve CRC attendance by Chapter Officers.
- Re-institute all Regional Awards at the CRC, J. Zarour to remind all Chapter Presidents.
- CRC Meeting Minutes from San Diego CRC need to be published, J. Zarour to follow-up.
- S. Villanueva and D. Brandt to determine if joint CRC Meeting with Region 11 is still feasible.
- We will be converting to a fall CRC in 2011.

9.0 Miscellaneous:

- D. Brandt recommended that a Past Regional Officers Committee be formed to call upon the expertise and experience of past regional officers by current Regional Officers. J. Zarour to investigate.
- It was recommended that a Chapter President-Elect regional meeting be held in the summer to provide guidance and training to incoming officers.
- It was recommended that a conference call(s) with Regional Officers be implemented during the year to maintain regional momentum.
- A chapter visit schedule was started and needs to be finalized. J. Zarour to finalize.
- Regional Officers conducting chapter visits are to submit Chapter Visit Reports to J. Zarour.