1978

London
@Bemiller
ASHRAE SOCIETY OFFICERS
Bruno P. Morabito ........................................ President
Morris Backer .............................................. President Elect
Jack K. James ............................................... Vice President
Hugh D. McMillan, Jr. .................................... Vice President
Charles F. Sepay ......................................... Treasurer
Andrew T. Boggs ......................................... Executive Secretary

REGIONAL & SOCIETY OFFICIALS
George E. Menzies ........................................ Director and Region II Chairman
John H. Ross ............................................... Presidential Representative for Canada
F. Donald Ledgett .......................................... Chairman Society
Cliff Morrison ............................................. Long Range Planning Committee
Al Oakes ..................................................... Honours and Awards Committee

REGIONAL REPRESENTATIVES
Robert Morris ............................................. Education
Kirk Bavis ...................................................... Energy Conservation
Herbert Sage ............................................... Membership
Alan Oakes ................................................. Research Promotion
Russell Gonder ........................................... Chapter Programming
Herbert Sage ............................................... Nominating - Delegate
Bev Neill ..................................................... Nominating - Alternate
John Fox ....................................................... Historical

LONDON CANADA CHAPTER OFFICERS
John Payne .................................................. President
Bill Mitchell .................................................. Vice President
Chuck Sharp ............................................... Secretary
Bill Rutherford .............................................. Treasurer

YOUR HOST COMMITTEE
Cliff Morrison ............................................. General Chairman
Gerry Payne ................................................ Chairman - Ladies’ Program
Jack Henderson .......................................... Reception
Betty Henderson ......................................... Registration
Russ Gonder ............................................... Coordinator Thursday Night Program
Wayne & Jill Barker ...................................... Transportation
Chuck & Carol Sharp .................................... Social Program Thursday Night
John Payne .................................................... Chapter Meeting
Jean Morrison ............................................ Hospitality
Lee Gonder ................................................... Treasurer
Joan Watson ............................................... Recording Secretary

DELEGATES AND ALTERNATES

Delegates
Halifax
Lloyd Schofield
Hamilton
Frank Spina
London, Canada
John Payne
Manitoba
Edward Faraci
Montreal
Angelo Bozzer
New Brunswick
Terry Steeves
Northern Alberta
Gordon Purvis
Ontario
Edward Stumborg
Ottawa Valley
Robert McKee
Quebec
Jean-Guy Roy
Regina
John Scott
Saskatoon
Brian Crowhurst
Southern Alberta
Clifford Martelison

Alternates
Ron Roberts
Jack Keon
William Mitchell
Dave Cross
Les Howard
Gilles Rheault
Gary Hoadley
Robert Thorpe
Phil Landray
James Bowie
Jean Luc Roy
Allan Thomson
Lloyd Colborne
Allan Smith

ASHRAE REGION II
TWENTY FIRST ANNUAL
CONFERENCE

April 19, 20, 21, 1978

Benmiller Inn
R.R. 4, Goderich, Ontario
Telephone (519) 524-2191

Host
LONDON CANADA CHAPTER
OF ASHRAE
(CHARTERED IN 1971)
### Wednesday, April 19th
- **30 p.m.** Registration — The Woollen Mill
- **00 - 9:00 p.m.** “Charterways” Coach leaves from Area C, Arrival Level, Terminal II Toronto International Airport
- **00 - 7:00 p.m.** No Host Dinner
- **00 - 9:00 p.m.** Reception and Welcome with wine and cheese — Solarium
- **00 - 9:00 p.m.** Delegates and Alternates Caucus & CRC Workshop (All Chapters to be represented) — The River Mill, Conference Room A

### Thursday, April 20th
- **30 - 9:45 a.m.** CRC Meeting — First Business Session — The River Mill Conference Room A
  - **Call to Order:** George E. Menzies, Director and Region II Chairman
  - **Welcome Address:** John Payne, President London Canada Chapter
  - **Introduction & Remarks:** Morris Backer, President Elect; and Charles F. Sepsky, Treasurer of ASHRAE

### Friday, April 21st
- **8:30 a.m.** CRC Meeting — Third Business Session — The River Mill Conference Room A — New Business, Regional Update, establish dates and times of future CRC’s Technical Session — Concurrent workshops. Energy Conservation Workshop conducted by Kirk Bavis, in Conference Room A. Membership Workshop conducted by Herb Sage in Conference Room B.
- **10:00 a.m.**
- **12:00 - 12:20 p.m.** Reception in the Woollen Mill
- **12:15 - 1:30 p.m.** Luncheon & Technical Speaker
  - Dr. Ian Efford — Director of Energy Conservation, Department of Energy, Mines, and Resources, Ottawa, Cliff Morrison, Chairman
- **1:30 p.m.** Technical Session — Concurrent Workshops. Education Workshop conducted by Bob Morris in Conference Room A. Research Promotion Workshop conducted by Al Oakes in Conference Room B.
  - **3:00 - 3:30 p.m.** Executive Session: Delegates and Alternates only (H. Sage, B. Neill supervising)
  - **3:30 - 4:30 p.m.** CRC Meeting Second Business Session — The River Mill Conference Room A — Written Resolutions & other Items of Old Business
  - **4:45 p.m.** Dress for Dinner
  - **5:00 p.m.** Assemble at Woollen Mill for Champagne Flight to the University of Western Ontario
  - **6:30 - 7:30 p.m.** Receptor at University Club with London Canada Chapter members and their wives.
  - **7:30 p.m.** Dinner — Roast Ribs of Beef at Jus & Yorkshire Pudding
  - **8:30 p.m.** Chapter Meeting — John Payne President
  - **8:45 p.m.** Society Address — Charles F. Sepsky, Treasurer of ASHRAE
  - **9:00 p.m.** Keynote Speaker — Dr. Alan G. Davenport
  - **9:30 - 10:30 p.m.** Tours of the Boundary Layer Wind Tunnel
  - **9:30 - 12 midnight** Dancing — Convenors Chuck & Carol Sharp
  - **11:00 p.m. and 12 midnight** Return Flights to Benmiller, Starlight Music

### Saturday, April 22nd
- **11 a.m.** Check-out of Benmiller Inn

### LADIES’ PROGRAM
Hospitable Room will be available each day for arrangements of shopping or sightseeing.

### Thursday, April 20th
- **10:00 a.m.** Coffee in Hospitality Room
- **10:30 - 12:00 a.m.** Free Time — Pool, Sauna, Relax
- **12:45 - 2:00 p.m.** Lunch at Benmiller, Speaker Sheilagh Hewert. Education Coordinator of the Stratford Shakespearean Festival.
- **2:00 - 4:30 p.m.** Walking Tour of Grounds
- **4:45 p.m.** Dress for Dinner
- **5:00 p.m.** Champagne Flight leaves Benmiller for University of Western Ontario
- **6:30 p.m.** Reception at University Club
- **7:30 p.m.** Dinner, Chapter Meeting and Dr. Alan G. Davenport, guest speaker.
- **9:00 p.m.** Tours or Dancing
- **11:59 p.m.** Return to Benmiller

### Friday, April 21st
- **10:00 a.m.** Coffee in the Hospitality Room
- **10:30 a.m.** Tour leaves for Historic Perth, County Jail in Goderich
- **12:30 - 2:30 p.m.** Lunch and browsing in Goderich
- **4:00 p.m.** Charter Coach leaves for Toronto International Airport
- **5 - 12 midnight** Fellowship at Benmiller

### LADIES NOTE — Area temperatures in April usually average 50 degrees F (10 degrees C). Bring an umbrella and walking shoes. Don’t forget your swimsuit.
MINUTES
OF THE TWENTY FIRST ANNUAL REGION II
CHAPTERS REGIONAL CONFERENCE
APRIL 19, 20, 21, 1978
Benmiller Inn, Ontario

MEMBERS PRESENT: George E. Menzies - Region II Chairman

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VISITORS AND PARTICIPANTS

Al Oakes
Herb Sage
Kirk Bavis
Bob Morris
Russ Gonder
Bev Neill
John Ross
Cliff Morrison
Andy Boggs
Charles F. Sepsy
Brian Paurschou
Dave Michie
George Buckler
George Takata
Mal Turaga
Len Swallan
Jake Klassen
Chuck Sharp
J. Haywood
Howard French
Lloyd Algie

Region II Research Promotion Committeeman
Region II Membership Committeeman
Region II Energy Conservation Committeeman
Region II Education Committeeman
Region II Chapter Program Committeeman
President, ASHRAE Research Canada
ASHRAE Presidential Representative for Canada
CRC Chairman; Chairman Education Committee
Society Executive Director
Society Treasurer
Chairman Research - Manitoba Chapter
Chairman Research - S. Alberta Chapter
Membership - Hamilton Chapter
Chairman Education - Hamilton Chapter
Chairman Education - Montreal Chapter
Chairman Education - London Chapter
Energy Conservation - Ottawa Chapter
Secretary; London Chapter
Chairman Energy Conservation - London Chapter
Past President; Ontario Chapter
Chairman Energy Conservation - Ontario Chapter
VISITORS AND PARTICIPANTS (Cont'd)
M. Doyle
Carl Ljungberg

REPORTER: London Free Press
PRESIDENT - Hamilton Chapter

APOLOGIES
Morris Backer
Donald Leggett
John Fox

SOCIETY PRESIDENT - ELECT.
CHAIRMAN; LONG RANGE PLANNING
CHAIRMAN; HISTORICAL COMMITTEE

FIRST BUSINESS SESSION - River Mill Conference Room "A"

George E. Menzies, Region II Chairman, called the meeting to order at 8:30 a.m. and welcomed all the officers and members to the 1978 Region II Conference. Mr. Menzies then introduced Mr. John Payne, London Chapter President, to officially welcome the members and visitors.

Chairman Menzies then introduced the head table: Chuck Sepsy, Society Treasurer; Andrew Boggs, Society Executive Secretary; and Joan Watson, Recording Secretary. He then went on to introduce other ASHRAE officials.

John Ross - Presidential Rep. for Canada
Bev Neill - Nominating - Alternate & ARC President
Kirk Bavis - Energy Conservation Committeeman
Russ Gonder - Chapter Programming Committeeman
Herb Sage - Nominating - Delegate & Membership Committeeman
Al Oakes - Research Promotion Committeeman
Cliff Morrison - General Chairman London CRC

Chairman Menzies then requested a general roll call of the chapters by the self-introduction of delegates and alternates. Members stood and introduced themselves.

After reviewing the minutes, the first item of business was approval of the minutes from the 20th Annual Region II CRC held in Apr./77 in Manitoba. The said minutes were approved as written.

REGIONAL CHAIRMAN'S REPORT

Mr. Menzies reviewed the last twelve months mentioning that the recent Society Meeting in Halifax was the second largest summer meeting to date and it offered one of the largest technical programs put on by the Society. Almost every Canadian Chapter was represented there. He mentioned that he had completed 20 Chapter visits in the past 12 months where he issued awards as listed in your work book and personally met as many Chapter Members as possible. Mr. Menzies reminded those present that the various news letters he has sent out should be circulated to all Chapter Board Members. Eight newsletters have been issued in the past 8 months totalling over 100 pages.

Chairman Menzies went on to say that at the recent Semi-Annual Meeting in January of 1978 he was appointed Chairman of a sub-committee assigned to draft a format for Regional Chairmen to use at CRC's to "indoctrinate" the delegates and alternates in the purposes, objectives and format for CRC's. He reminded the members that he would like their personal comments on the session conducted Wed., Apr. 19/78 (in the evening). This was only an experiment and a memo was passed out at the meeting requesting comments to be put on the bottom of the form and returned to Chairman Menzies.

Cont'd ...
REGIONAL CHAIRMAN'S REPORT (Cont'd)

A review of the highlights of the recent Regions Central Meeting in Atlanta with the highlights: recommendation that the Society provide a certificate of appreciation for Chapter Speakers; discussed the mailing of student membership certificates direct to the applicant; commented on the Award of Excellence for '78-'79 having points for Chapter efforts on Energy Conservation. Chairman Menzies stated that for the past two years, Al Oakes has been listed as his designated replacement, in case he was unable to attend the Society Regions Central Committee or Board of Directors Meetings. With regard to a new guidelines for preparing chapter financial reports; Mr. Menzies stated that an addition to the Chapter's Manual will be made after the Albuquerque Meeting.

Another highlight discussed was the design for the Presidential Award of Excellence effective this year.

Before closing, Chairman Menzies reviewed many other changes in Society affairs which were approved in Atlanta. He thanked everyone for the courtesy extended on each Chapter visit and mentioned that next year he plans to visit as many Chapters again as he possibly can. He did ask that he be notified of "special nights" that a Chapter is planning which would involve his attendance because last minute changes are almost impossible to make in his full schedule. He also said that he hopes his Committee members can go on some of his Chapter visits with him.

Following these remarks, Chairman Menzies introduced Charles Sepsy who explained to those present his various "roles" at CRC's. Mr. Sepsy also apologized for President-Elect Morris Backer not being able to attend the meeting due to his wife's illness. Mr. Andrew Boggs was then introduced by Chairman Menzies. Mr. Boggs gave a comprehensive update on the Society. Mr. Boggs included in his discussion the progress of the Society Energy Conservation Committee. He also stressed that now is the time of the year to line up next year's Chapters Research Promotion Chairman. Look for a member who has leadership and organizational ability and for one who could continue for 2 to 3 years on the committee. It is important for the Chapter Officers and Board of Governors to give active and enthusiastic support to this important Chapter campaign.

John Ross, Canadian Presidential Representative, was introduced next and reviewed his report. He said his report at this CRC was intended to outline his duties and responsibilities in the hope that it might be a guide for those whom I may be able to serve.

Mr. Ross reviewed the reasoning for the "Presidential Representative". "For sometime it had been apparent to individuals and some groups in Canada that there was no one in ASHRAE who could speak on behalf of the Canadian Membership with regard to Canada as a whole. The two Regional Chairmen in Regions II and X together covered the responsibilities connected with Society regional problems and operation but it also appeared that there was a separate, further requirement that needed attention and my appointment in July of 1976 was intended to fill this need."

"There has always been a friendly spirit of cooperation between the various engineering groups and ASHRAE but it was recognized that this liaison should be set up on a more formal basis and extended to many more areas particularly in view of the energy programs and the newer governmental agencies. We now have four such representatives, two pending and others under consideration but if you know of some group where we should be represented, please let me know."

"In the day-to-day functions of the New York office, there have been complications on various occasions with Canada Customs. These vary from duty being charged on Handbooks, to delays in shipping supplies to CRC's, expositions, etc. We have been attacking the problem bit by bit and have made some progress in this regard. For instance, the shipping...
REGIONAL CHAIRMAN'S REPORT (Cont'd)

of a Society information booth from New York to the CEX show in Canada was complicated and unreliable. As a result, we have had a unit made in Canada which will remain here and be sent to Chapter Meetings, Regional Meetings and expositions as required." (It was agreed at this time that the Chapter Education Chairman will be responsible for the booth.)

"Society publications have been subject to a hit and miss policy by customs and a method of overcoming this problem and making them more readily available has been proposed to the Finance and Publishing Committees. It is hoped that a further report will be available at the time of the next CRC. Even Society letterhead that is used in Canada is not being printed here."

"In response to a request from the Society A & A Committee, we are now preparing an up-to-date list of Canadian Universities and Colleges for approval by the BOD. This will be used by the A & A Committee when computing credit points on applications for membership." (At this point he urged everyone to review the list so that no University or College in their area had been missed.)

"Finally, there has been a steady flow of day-to-day items which involve correspondence such as membership enquiries, attendance at special meetings and even pinch-hitting for the President when he is unable to make air connections. The thickness of the files indicates that this is a worthwhile function and it shows many signs of expanding. Perhaps from this outline you may think of some spot where I can be of service and I will be happy to do so, but please check with your Regional Chairman first to make sure it does not fall within his jurisdiction."

In conclusion Mr. Ross apologized for not being at the Western Region Bonspiel, but congratulated Saskatoon for winning.

CHAPTER REPORTS

Each Chapter had been provided with a booklet containing all the Chapter Reports before the Meeting. Each Chapter Delegate proceeded to give a brief outline of his written report. Some of the delegates asked questions regarding certain interesting points in these reports. Also Chairman Menzies and other members questioned some of the delegates at the time they presented their reports.

Comments were as follows: --

Jean Guy Roy presented the Quebec Report, and Chairman Menzies mentioned that in the last six years the Quebec Chapter has won blue ribbon membership awards five out of those six years.

Angelo Bozzer presented the Montreal Report, and Chairman Menzies questioned why the March Meeting was cancelled. Mr. Bozzer's response was because of budget restrictions—a budget that had been made out at the first of the year and was running over and has caused the Chapter to make the decision for cancellation of the Meeting. Of course, several members were very dissatisfied; however, the Chapter will budget better in the future and this will not happen again. Allan Smith of Southern Alberta asked for details on the design completion, which Angelo Bozzer explained to the members, mentioning that the "scope or framework" was available to those who might wish it. On another point Chairman Menzies went on to explain that the Chapter Roster (issued in September and complimented the Montreal Chapter for such an early printing) did have illegal advertisements in the centre section. All Chapters were urged to review the Manual on the policy on Rosters and asked that the illegal sections be removed from the centre of the Montreal one before anyone took it back to their Chapter.

Cont'd...
CHAPTER REPORTS (Cont'd)

Adjourned for Coffee 10:35 a.m.

The Meeting reconvened with a discussion taking place when Ed Stumborg of the Ontario Chapter made his report and raised the question of "What happens if somebody gets hurt with a golf ball at an ASHRAE tournament? Or if a boat sinks killing people attending an ASHRAE function? What legal implication does this have with Society, Chapter or the individuals involved? It was suggested that a one day liability insurance was available, however, the following motion was passed:

MOTION: "That a written letter of legal implication referred to in the Ontario Chapter Report be brought out at the Albuquerque Meeting by Andy Boggs, who will seek legal advice from the New York firm handling legal matters for the Society."

(ACTION ITEM - ANDY BOGGS)

When the London Report was given by Mr. John Payne, Chairman Menzies questioned why Chapter Members who had moved out of London had not been reported to New York so that they could be taken off the membership delinquent list. Mr. Payne said that he would do this immediately, sending a copy to Toronto where the members relocated. All Chapters were urged to do this if this was the case in their area.

It was mentioned by Brian Crowhurst in the Saskatoon report that this city is the site for the 1979 CRC.

During the Manitoba Chapter Report presented by Ed Faraci, he moved the following motion which was passed immediately.

"That Manitoba be granted the CRC Annual Conference in 1985, as it was the Provinces 50th Anniversary."

When Jack Scott of Regina presented his Chapter's Report, Chairman Menzies mentioned that Regina has won the Presidential Award for Excellence for 5 out of 6 years which is the most times for any Chapter in Region II.

At 12:00 the Meeting adjourned for the Presidential Luncheon - with the luncheon address being given by Charles Sepsy.

At 2:00 p.m. the Meeting reconvened. Chapter Reports were completed first then on to: --

REGIONAL COMMITTEE REPORTS

1. Membership - Herb Sage reported that at July 1/77, Region II's membership was 2,700, an increase of 7.6% from 1976. One of the major contributors to this was the decrease in delinquent members down to 100 from 129 in 1976. Reminders to follow up on delinquent members have been sent to all Chapter Membership Commiteemen and we look forward to their results. One of the most encouraging membership trends is the 100% increase in student memberships experienced last year. Herb Sage said that this was his last year as Membership Committeeman, but would like to congratulate all the Chapters for their excellent performance of the past three years.

2. Energy Conservation - Kirk Bavis said that at the 1977 CRC he and Russ Goeder were directed to try and develop a Canadian Speaker's list. In order to do this each Chapter was requested to submit copies of their Newsletters, Minutes of General Meetings and a Speaker's Evaluation Form. Only seven Chapters have responded and the assignment generally unfulfilled. Kirk then pointed out the Canadian Code for Energy Conservation should be available shortly. He closed with asking for more response from Chapters.

Cont'd ...
REGIONAL COMMITTEE REPORTS (Cont'd)

Program Committee - Russ Gonder reported that an exchange of Newsletters between all Chapters in Region II was initiated this year as a result of discussions at the CRC 1977 in Winnipeg. However, despite a number of reminders there are still many gaps in the coverage and urged further work appears to be necessary to get all Chapters contributing. He mentioned that student nights have become very popular.

4. Research Promotion - Al Oakes made the point that next year's Research Promotion Chairman is not present at this meeting and it is unknown who it will be, but hopefully someone will be chosen who has put input into this area. He also stated that at a recent Winnipeg workshop the group concentrated on establishing with each Chapter Chairman the basic idea of why the Society sponsors research and how a research project originates at the Technical Committee level. The workshop also set Chapter goals and in doing so set tentative goals for each investing firm.

5. Education - in the absence of Bob Morris; Chairman Menzies highlighted his report stating that student branches have been approved for Humber College and Niagara College. Student enrollment has dramatically increased in Region II with a high at one institution of 80 members at Vanier College in Montreal. He urged all Chapters to return by June; the Education Award of Excellence points statistics form. Also discussed was the new procedure being recommended to stop the lag between application and approval - now being three to four months.

At 2:20 p.m. the ARC Annual Meeting was held with Bev C. Neill, President presiding. The meeting was called to order. The following events occurred: --

1. Approval of Minutes of Previous Meeting.

2. Approval of Financial Statements.

3. Election of Officers: Dick Perry
   John Ross
   Al Oakes
   George Menzies
   Kirk Bavis


5. Nomination and approval of Al Oakes as Vice President ASHRAE Research Canada for 1978-79.


8. Move for nominations to be closed.

9. Moved by John Ross and seconded by George Menzies "That appreciation be expressed to Bev Neill for the past 3 years of guidance."

Meeting adjourned at 3:00 p.m. for Executive Session.

Meeting called to order by Chairman Menzies at 4:30 p.m.

Cont'd ...
SECOND BUSINESS SESSION - River Mill Conference Room "A"

1. Annual Information Questionnaire - George Menzies stated that a new Chapter questionnaire will be sent out by Headquarters shortly and requested a return by June 15/78. Manitoba was congratulated for already completing theirs and returning it at this meeting.

2. Moved by Jerry Boulanger and seconded by Jack Keon: --

"That the 1979 CRC be held in Saskatoon on May 23, 24, 25/79, a date later in the year than previously recorded."

The 1980 CRC to be held in Moncton, N.B. during the last week in May
The 1981 CRC to be hosted by Northern Alberta in Edmonton
The 1985 CRC already had been assigned earlier in the meeting to Manitoba.

3. Chairman Menzies mentioned that the regional assessment is due before the end of the 1978 CRC.

4. Every Chapter now has a permanent mailing address as requested at the previous CRC so when sending out newsletters be sure your list is up to date.

5. Kirk Davis was given the continued assignment of studying all Chapters on their involvement with local energy conservation programs. Mr. Davis reported that the response had not been as good as he had anticipated but would continue trying.

6. The newly established position of Chapter President-Elect was discussed. Ottawa Valley stated that they turned down the suggestion.

7. Chairman Menzies reported on the resolution made by the Saskatoon Chapter at last year's CRC that an all day technical seminar be held in each Chapter City and that technical speakers be provided to visit each Chapter and run one day seminars. Regions Central are studying this idea and determining how Headquarters could prepare technical information/slides and possibly canned video tapes which could be used as a Chapter program.

8. Regarding the dropping of Speakers List from the Manual, the Montreal Chapter finds the Speakers List quite useful and have had good luck in guest speakers. Most of the speakers pay their own way. The Speakers List will be continued as the other 9 regions still want it.

Meeting adjourned at 4:50 p.m.

THIRD BUSINESS SESSION - River Mill Conference Room "A"

Meeting reconvened at 8:30 a.m. Apr. 21/78 by Chairman Menzies

NEW BUSINESS

1. Reorganization - Mr. Menzies asked for a full discussion on this subject and mentioned Bruno Morabito's statement on reorganization as in the Presidential Letter dated Apr. 7/78. He also stated that in Atlanta the subject was discussed in an open forum. A map was enclosed in everyone's booklet for reference.

The following discussion took place: --

Gilles Rheault of Montreal asked that the Society be adjusted to come to "our way of thinking". He stated that by splitting Region II into two regions with

Cont'd ...
NEW BUSINESS (Cont'd)

U.S. Chapters we would divide our strengths using the progress already legislated into energy conservation as an example. He said that it is pointless to break up Region II and reorganize it again when it has taken a lot of years and hard work to get it to where it is today.

Mr. Bob McKee reviewed Al Oakes letter to R. Perry and related Al's comments from this letter stating that the Chapters should be: --

(a) grouped within areas sharing natural interest
(b) areas sharing common interests
(c) for convenience sake for Presidential visits and CRC conferences; and
(d) the only change that should even be considered in Region II was to bring in British Columbia.

Also, he did not feel that the Americans were too interested in joining with Canada.

George Menzies stated that of the 42 submissions to the Reorganization Committee, half received were from Region II. He reviewed the last 5 years and speaking from experience of serving as Chairman for the past two years, few members really want the responsibility of being a Regional Chairman. It takes a good deal of a Chairman's time to visit Chapters and one has to be willing to take on this task. Chapters want to see Regional Chairmen annually.

OTHER COMMENTS FROM THE DELEGATES

ASHRAE has never been so widely accepted as it is now in Canada and if this split goes through it will weaken our Society's Canadian image. Gary Brown of the Halifax Chapter then commented that by joining with Maine they would have some common interests; however, the majority consensus is that "their heart is in Canada" and it would be difficult dealing with America when it comes to Government, Laws, Contractors, etc.

It was then asked why there is not a Regional Chairman-Elect, just like the Society President-Elect. Someone in training to take over the position of Regional Chairman who could spread the workload around while he is being trained. Out of this discussion the following motions were made: --

1. It is moved and duly seconded that all Chapters in Region II remain incorporated as one region. (Moved by Bob McKee, Ottawa - seconded - Gilles Rheault, Montreal.)

2. "Whereas the workload of the Regional Chairman is excessive and to minimize the difficulties of travel, it is moved that the position of Regional Chairman - Elect. be considered by the Society." (Moved by Bob McKee, Ottawa - seconded by John Payne, London.)

After discussion and advice from Charles Sepsky, the motion (#2) was reworded as follows: --

"Recommendation from this Region that the Long Range Planning Committee look into the matter of creating the position of Chairman-Elect."

(Moved by Gilles Rheault, Montreal - seconded by John Payne, London.)

Cont'd ...
3. "It is moved by this Regional Conference that the ASHRAE Chapters in British Columbia be invited to join Region II."

Moved by Gilles Rheault, Montreal - seconded by Jim Purvis.

OTHER NEW BUSINESS

Roster Discussion

This was brought about from a previous discussion about Montreal's advertisements in the centre of their published Roster. It was stated by Chairman Menzies that the St. Louis Chapter's format for their Roster was a good example to follow. Angelo Bozzer of Montreal disagreed, stating that if this was used the Roster could be sold to mailing agencies. Chairman Menzies commented that this subject and others related are brought up at every conference and has been discussed at length. The best approach is to use the rules and guidelines as already published. The placing of advertisements in the Roster is covered in our operating manuals because of legal implications that could be brought by national agencies and tax investigators. Andy Boggs reminded those present that the main reason for this ruling on advertising is for Tax Purposes. Mailing Rosters with paid advertising is taxable. The reason that ASHRAE in Canada has not been faced with any problem as of yet is because they are not an "accredited" tax exempt group. The subject was finally concluded by all agreeing to follow the policy as issued.

Chapter Chairmen at CRC's

It was the consensus that the Regional Chairman be directed to bring to the Region Central Committee a procedure developed to provide financial support for travel for the key Chapter Chairmen to get to CRC's. (This was not intended as a resolution but a directive to the Region II Chairman on this issue already being studied.)

The final resolution was: --

"That the London Chapter be congratulated on hosting an excellent conference".

Meeting adjourned at 10:20 a.m. for the upcoming workshops.

Refer to Appendix A for details on these workshops.
APPENDIX "A"

On Fri., Apr. 21/78, the following concurrent workshops took place (the 1st try at concurrent workshops in Region II).

1. Energy Conservation 10:30 to 12:30, conducted by K. Bavis; 28 present

2. Membership 10:30 to 12:30, conducted by H. Sage; 11 present

3. Research Promotion 10:30 to 4:00, conducted by A. Oakes; 17 present

4. Education 1:30 to 4:00 p.m., conducted by R. Morris; 15 present

Minutes from these workshops were supplied by each of the Regional Committeemen who conducted the workshop.

1. ENERGY CONSERVATION WORKSHOP

1. Those in attendance were:

<table>
<thead>
<tr>
<th>Name</th>
<th>Chapter/Location</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>G. R. Brown</td>
<td>Halifax Chapter</td>
<td>Alternate &amp; Energy Committee Chairman</td>
</tr>
<tr>
<td>G. R. Hoadley</td>
<td>New Brunswick Chapter</td>
<td>President</td>
</tr>
<tr>
<td>J. L. Roy</td>
<td>Quebec City Chapter</td>
<td>Observer</td>
</tr>
<tr>
<td>G. Rheault</td>
<td>Montreal Chapter</td>
<td>Delegate</td>
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<tr>
<td>M. Turaga</td>
<td>Montreal Chapter</td>
<td>Secretary</td>
</tr>
<tr>
<td>B. McKee</td>
<td>Ottawa Valley Chapter</td>
<td>Delegate</td>
</tr>
<tr>
<td>C. Sharp</td>
<td>London, Canada Chapter</td>
<td>Delegate</td>
</tr>
<tr>
<td>J. Payne</td>
<td>London, Canada Chapter</td>
<td>Observer</td>
</tr>
<tr>
<td>L. Swallow</td>
<td>London, Canada Chapter</td>
<td>Energy Committee Chairman</td>
</tr>
<tr>
<td>J. Haywood</td>
<td>London, Canada Chapter</td>
<td>Alternate</td>
</tr>
<tr>
<td>J. Keon</td>
<td>Hamilton Chapter</td>
<td>Chapter President</td>
</tr>
<tr>
<td>C. Ljungberg</td>
<td>Hamilton Chapter</td>
<td>Energy Committee Chairman</td>
</tr>
<tr>
<td>L. Algie</td>
<td>Ontario Chapter</td>
<td>Past President</td>
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<tr>
<td>H. French</td>
<td>Ontario Chapter</td>
<td>Delegate</td>
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<tr>
<td>E. Stumborg</td>
<td>Ontario Chapter</td>
<td>Delegate</td>
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<tr>
<td>D. Cross</td>
<td>Manitoba Chapter</td>
<td>Alternate</td>
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<tr>
<td>B. Crowhurst</td>
<td>Saskatoon Chapter</td>
<td>Reporter</td>
</tr>
<tr>
<td>J. Scott</td>
<td>Regina Chapter</td>
<td>Region II Committeeman</td>
</tr>
<tr>
<td>A. Smith</td>
<td>Southern Alberta Chapter</td>
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<tr>
<td>B. Thorpe</td>
<td>Northern Alberta Chapter</td>
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<tr>
<td>M. Doyle</td>
<td>London Free Press</td>
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<tr>
<td>J. Klassen</td>
<td>Ottawa Valley</td>
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</tr>
<tr>
<td>K. Bavis</td>
<td>New Brunswick Chapter</td>
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</tbody>
</table>
1. **ENERGY CONSERVATION WORKSHOP (Cont'd)**

2. Meeting was convened at 10:30 a.m. with K. Bavis acting as Chairman. All chapters were represented and opened with a brief report outlining their chapter activities in the energy conservation field. Energy conservation committee chairman from four chapters were in attendance.

   Generally, all 13 chapters have been fairly active in energy conservation, however, expressed a need for help in promoting energy conservation on levels other than the local chapter.

3. Three different slide shows were previewed:  
   - "Home Energy Saving"  
   - "Managing Your Energy"  
   - "Union Carbide Story"

   K. Bavis is to inform chapters on availability of these.

4. Guidelines for a regional energy conservation awards program were distributed and the chapters were requested to present their comments.

5. J. Klassen of D.F.W., Government of Canada briefly explained the Canadian Governments position on energy conservation matters.

6. Meeting adjourned at 12:15 p.m. with the request that future CRC workshop be longer in duration.

2. **MEMBERSHIP COMMITTEE WORKSHOP**

**MEMBERSHIP COMMITTEE — HERB SAGE — HONEYWELL — WINNIPEG**

Meeting opened by chairman with discussion outlining function of Membership Committee.

Quiz on Membership - 11 Chapters represented: Herb Sage reviewed last term—suggested new chairman send out letter to Chapters—Outlined importance of membership committee to society—assisted by Society Secretary, Andrew Boggs Jr. — recommended teachers, professors be obtained to serve on (TC) technical committees, does not have to be a member — get membership active in chapter!

Aim of committeeman basically to communicate to the chapters the aims and objectives of society. Steve Singleton in charge of membership in N.Y.
2. **MEMBERSHIP COMMITTEE WORKSHOP** (Cont'd)

13 Chapters - common problem pinning down key men in each chapter - all chapter members should be society members!

A. Boggs discussed classification of members and grading formality. Should emphasize that one doesn’t have to be an engineer to join ASHRAE. Important to fill out application fully for advancement of grade level.

General roster comes out every two years - $10.00 ea. Not every chapter gets a copy - discussion - recommended one copy go to each chapter as formality.

Membership cards sent to each chapter every month providing there are changes. Committeeman gets a complete set for Region II - a complete new set is mailed each year to each chapter (color varied).

H. Sage suggested 4% recommended growth for cost - discussed Blue Ribbon Award.

Slide presentation outlining growth 2540 to 2630 paid up members - proud of number of students in Region II - important to life line growth 1972 - 1977.

Losses due to non-payment of dues 6.6 to 3.7 - Alberta chapters very competitive (1 member separation). Member discussion on delinquent list - Hamilton Chapter good - delinquents list sent out every 3 months to chapters - Chapters should get on this list - set up a committee and put heavies to work on list.

Slide presentation by H. Sage - good points outlined to successful chapter membership - slides outlined in Handbook - distributed to those attending.

Certificates should be mailed to chapter involved for proper presentation - presently being mailed direct to applicant without fanfare - a delegate raised point of discussion - to be checked by H. Sage at future meeting.

Benefits of ASHRAE discussed.

H. Sage passed out prepared handbooks re chapter membership - good functional guides for a chapter.
2. **MEMBERSHIP COMMITTEE WORKSHOP** (Cont'd)

H. Sage gave penlights to attending members.

More use of past presidents in local chapters to be effected.– these people are skilled and should be reactivated as soon as their term is finished.

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Les Howard</td>
<td>Manitoba</td>
<td>Vice President</td>
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<tr>
<td>George Buckler</td>
<td>Hamilton</td>
<td>Past President</td>
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<tr>
<td>Frank Spina</td>
<td>Hamilton</td>
<td>President</td>
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<tr>
<td>Terry Steeves</td>
<td>New Brunswick</td>
<td>President-Elect</td>
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<tr>
<td>Ron Roberts</td>
<td>Halifax</td>
<td>President-Elect.</td>
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<tr>
<td>Bill Mitchell</td>
<td>London</td>
<td>Vice President</td>
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<tr>
<td>Jim Purvis</td>
<td>Montreal</td>
<td>Vice President</td>
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<tr>
<td>Angelo Bozzer</td>
<td>Northern Alberta</td>
<td>President-Elect.</td>
</tr>
<tr>
<td>Phil Landray</td>
<td>Toronto</td>
<td>Vice President</td>
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<tr>
<td>Mike Acton</td>
<td>Ottawa</td>
<td>Treasurer</td>
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<tr>
<td>Jerry Radu</td>
<td>Southern Alberta</td>
<td>Past President</td>
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<tr>
<td>Russ Gonder</td>
<td>London</td>
<td>Program</td>
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<tr>
<td>Jerry Belanger</td>
<td>Saskatoon</td>
<td>1979 CRC Chairman</td>
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</table>

11 of 13 Chapters represented - not present - Regina

La Ville de Quebec

3. **RESEARCH PROMOTION WORKSHOP**

I conducted a research promotion workshop at the recent CRC; the workshop commenced at 10:30 AM Friday, breaking for lunch and starting at 2:00 PM until 4:00 PM.

The workshop outlined the steps in the campaign (how to run a campaign).

Further, the workshop reviewed all Research Promotion Literature, explaining the use of each.

Some time was spent explaining the Society's philosophy towards research so that each member of the committee knows why we are involved in this activity and recognizes its importance.

Some subjects came up that will be finished next year:
1. Head Office Accounts and Credit split between Chapters
2. How to solicit utilities

The following were in attendance.

Cont'd ...
3. RESEARCH PROMOTION WORKSHOP  (Cont'd)

Garry Brown  Halifax
Rick Brown - Gary Hoadley  New Brunswick

Jean-Guy Roy  Quebec City
Andre Gagnon  Montreal
Bob McKee  Ottawa
Ed Stumborg  Ontario
Carl Ljunberg  Hamilton
John Payne  London
Bill Mitchell  London
Dave Cross - Brian Faurschou  Winnipeg
Jack Scott  Regina
Gerry Boulanger  Saskatoon
Bob Michie  Calgary
Jim Purvis  Edmonton

John Ross  ARC President - 1978-1979
Bev Neil  ARC President - 1975-1978
Al Cakes  Chairman RP Workshop

4. CRC WORKSHOP - EDUCATION

The following are the minutes of the Education Workshop at the CRC, Benmiller, Ontario, Friday, April 21st, 1978. Please note several items which require immediate action.
The attendance record is attached.

Education Committee Reference Manuals were issued to each of the Chapters in attendance with the challenge that the delegate was to deliver the manual to the Chapter Education Committee Chairman before the Chairman receives this letter. If the delegate has fulfilled his task, the Education Chairman will entertain him at the bar. If your delegate has not delivered the book, make an appointment with him to meet at the bar to receive the Manual and to be entertained by the delegate at his expense.

The Manual was reviewed with particular emphasis on the following:

1. The importance of page 1 to keep the Manual up to date and to pass the Manual to the next Chairman was reviewed.

2. EC-6, Summary, HVAC Programs Survey. Table 2 for Region II is very incomplete. Student memberships are being rejected because headquarters are unable to determine the eligibility of the students. Each Chapter is urgently requested to send corrections and additions immediately to the writer.

3. EC-7, Student Recruiting Poster. The poster was on display at the Workshop and Manual holders are requested to label the last two pages of the Manual as EC-7, and transfer them in the manual to immediately after the Survey.


5. EC-9, Award of Excellence Calculation Form. The Statistics form was required by the Regional Committee on January 31st, and the Report Form is required by May 31st.

6. EC-11, Educational Display Booth. A booth is now available in Canada, and can be ordered from Mr. John H. Ross, Consulting Engineer, 1027 Yonge Street, Suite 303, Toronto, Ontario, M4W 3E8, phone number (416) 925-7893. The Chapter is responsible for shipping costs. The booth is equipped with sample brochures, and additional copies should be ordered from New York.
4. CRC WORKSHOP - EDUCATION (Cont'd)


8. An ASHRAE publications catalog is mailed to each member each year. Student members may purchase publications at member rates, except some at lower rates as noted in EC-5, Educator's Information Guide.

### EDUCATION WORKSHOP ATTENDANCE

<table>
<thead>
<tr>
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<tr>
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<td>Pres. Elect</td>
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<td>New Brunswick</td>
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<tr>
<td>Ontario</td>
<td>Phil Landray</td>
<td>V-P. Alt.</td>
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<td>Frank Spina</td>
<td>Delegate</td>
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<td>Clifton Morrison</td>
<td>Society</td>
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<td>Winnipeg</td>
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<td>Saskatoon</td>
<td>Brian Crowhurst</td>
<td>Delegate</td>
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