



Engineering For the World We Live In

SOUTHERN CALIFORNIA CHAPTER
OF THE
AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.

2010-2011

Standing Committees

PRESIDENT
Andy Khechoumian, P.E.*

Joe Ablay
Sudhir Agrawal
Narendra Amarnani*

PRESIDENT-ELECT
Jeffrey Landreth*

Ishtiaq Chisti
Christine Cloutier*

SECRETARY
Aaron Deutsch*

Mike Gallagher
Sean Gouw
Michael Hass

TREASURER
Scott Neithercut*

Minutes

Chad Herrick
Joey Jiron*

PAST PRESIDENT
Karine Leblanc*

of the

David Kuo
Don La Marr*

DIRECTORS
Omar Chamma*
Matt Church*
Edwin Hornquist*
Jim Toda*

Board of Directors' Meeting

Clay Lampman*
Christine Lazo
Kevin Lynch
Margaret Motagally
Ralph Panting
Rene Peters
Andrew Reilman
Ron Sweet
Phil Trafton

A California Corporation

SOL*AIR EDITOR
Christopher Zabaneh*

March 8, 2011

*Denotes those in attendance

EXECUTIVE SECRETARY
Mrs. Sue Colvin*
P.O. Box 80133
San Marino, CA 91118

The meeting was called to order at 4:10 p.m. by Andy Khechoumian at The Proud Bird Restaurant, 11022 Aviation Boulevard, Los Angeles, California. Guest in attendance: Lynn Bellenger, Society President

PRESIDENT – ANDY KHECHOUMIAN

OPENING COMMENTS

Key Topics:

- Andy Khechoumian reviewed the order for the evening's program. It was reported the evening will begin with the Reflections of the History of the Southern California Chapter of ASHRAE by Past Presidents and will be followed by the Chapter Announcements. The Anniversary Celebration with cake and champagne will follow the dinner.

PRESIDENT-ELECT – JEFFREY LANDRETH

PROGRAMS

Key Topics: None

INSTALLATION DINNER – June, 2011

Key Topics: None

SECRETARY – AARON DEUTSCH

MINUTES OF 2-8-2011

- The Minutes of the February 8, 2011 Board of Directors' meeting were reviewed.

Motion No. 3-08-1275: It was moved and seconded by Aaron Deutsch and Omar Chamma, respectively, to approve the Board Meeting Minutes of February 8, 2011 as submitted. The motion carried.

ROSTER

Co-Chairs: Aaron Deutsch and Chad Herrick

Key Topics:

1. Aaron Deutsch presented the 2010-2011 Roster to the Board, and it received excellent comments.
2. Aaron reiterated that by the May meeting he will have 3 bids for the printing of the Roster and Sol*Air. One company will be chosen to do the layout, printing, and mailing of the Roster and Sol*Air.
3. He stated he had not been able to talk to Chad Herrick to inquire why the Roster Business Card Advertising was down this year.
4. There was a discussion about using other methods of producing the Roster such as CD or flash drive. A concern was expressed that the Chapter needs to consider the older generation's preference. Matt Church suggested placing on the Chapter survey an option to check as to how the member would like to receive the Roster. This topic will be revisited in the summer.

Action Items:

1. Aaron Deutsch will present at the May meeting 3 bids for the producing and mailing the Roster and Sol*Air.

NOMINATIONS AND BALLOT

Key Topics:

1. Andy Khechoumian reviewed the timeline for the 2011-2012 Election of the Board of Directors. He stated the ballots will be emailed to the membership and a small number of ballots will be mailed to the members who have requested

delivery by mail. Jim Toda will be contacted for the updated Membership List for emailing and mailing the ballots.

2. Andy stated the same Ballot system that Jeffrey Landreth used for the 2010-2011 Election will be used for the election and tabulating the votes this year.
3. Aaron Deutsch will announce the Nominations for the 2011-2012 Board of Directors during the evening's program.

TREASURER – SCOTT NEITHERCUT

TREASURER'S REPORT

Key Topics:

1. Scott Neithercut reviewed the February Treasurer's Report. He expressed concern about the Chapter expenses and the current revenue which will not be enough to cover the expenses that need to be paid. There was a discussion about ways to solve this revenue shortfall problem. It was decided the Board would make a motion to approve temporarily borrowing the money from the Investment Money Market Fund with the approval of the Finance Investment Committee.
2. Scott reported all of the Ed Schmidt Golf Tournament receipts have been received and have cleared.
3. There was a discussion whether to buy a new credit card machine to replace the one that was stolen. It was suggested that there are newer and faster ways to process credit cards which can swipe cards quickly and will avoid members standing in lines. These new systems can be used with any iPhone or Android phones, and all the systems charge a small fee. Andy Khechoumian suggested using this new method at the April Meeting. Christopher Zabaneh and Scott Neithercut will look into this new system.
4. Edwin Hornquist reminded the Board that SCE was committed to up to \$6000 for the printing, layout, and mailing of Sol*Air. Scott Neithercut will send an invoice for the costs of producing Sol*Air for December, January, February, and March to Edwin Hornquist to be submitted to SCE.

Action Items:

1. Scott Neithercut and Christopher Zabaneh will look into a new system to swipe credit cards.
2. Scott Neithercut will send the December, January, February, and March Sol*Air printing invoices to Edwin Hornquist at SCE.

Motion No. 3-08-1276: It was moved and seconded by Scott Neithercut and Omar Chamma, respectively, to approve by an email vote the November, December, and January Treasurer's Reports as submitted. The motion carried.

Motion No. 3-08-1277: It was moved and seconded by Matt Church and Omar Chamma, respectively, to approve the February Treasurer's Report as submitted. The motion carried.

Motion No. 3-08-1278: It was moved and seconded by Scott Neithercut and Matt Church, respectively, to authorize borrowing \$7000 from the Investment Money Market Fund with the approval of the Investment Finance Committee. The motion carried.

BUDGET AND AUDIT

Chair: Phil Trafton

Key Topics: None

FINANCE INVESTMENTS

Chair: Phil Trafton

Key Topics: None

DIRECTOR – OMAR CHAMMA

NEWSLETTER

Editor: Christopher Zabaneh

Key Topics:

1. Christopher Zabaneh asked the Board to look for a new Sol*Air Editor for 2011-2012. He commented he would like to concentrate his interests on contributing articles to Mike's Monthly Maintenance.
2. Christopher suggested possible candidates for the Sol*Air Editor might be Christine Cloutier or Michael Hass.
3. Christopher questioned the need to have Sol*Air in the same PDF format, and he inquired if it could be sent in a more web friendly format. Andy Khechoumian suggested asking the membership in a survey for their comments on their preference for receiving Sol*Air. Karine Leblanc emphasized the need for the Chapter to consider the older and younger generation in the method of delivering Sol*Air, but the current method of emailing Sol*Air was good for the present. Andy stated this concern will be discussed at a later date.

PUBLIC RELATIONS

Co-Chairs: Christopher Zabaneh and Karine Leblanc

Key Topics: None

WEBSITE

Chair: Karine Leblanc

Key Topics: None

EMAIL

Chair: Karine Leblanc

Key Topics: None

DIRECTOR – JIM TODA

MEMBERSHIP PROMOTION

Chair: Jim Toda

Key Topics:

1. Jim Toda reported there were 13 Paid Members in February and 8 of the 13 were YEA members.
2. Jim mentioned Dick Gilbert, who is a 50 Year Member, will be present at the evening's meeting. Jim stated Dick Gilbert will be given the special Super Member badge, and Karine Leblanc will acknowledge at the meeting his long time Chapter membership.

ATTENDANCE, RECEPTION & RAFFLE

Chairs: Christine Lazo, Kevin Lynch, and Aaron Deutsch

Key Topics:

1. Andy Khechoumian reported the evening's Raffle prizes include golf shirts, a few pieces of jewelry, two bottles of champagne, and a Starbucks gift certificate.
2. Aaron Deutsch commented when the Chapter has good Raffle prizes, it generates more participation in the Raffle and more revenue.

DIRECTOR – EDWIN HORNQUIST

CHAPTER TECHNICAL TRANSFER COMMITTEE

Chair: Edwin Hornquist

Key Topics:

1. Edwin Hornquist reported he has not received any entries for the Technology Awards. He commented many people have expressed an interest, but they have not submitted their entries. He stated the Technology Awards deadline is March 16.
2. Karine Leblanc offered to help Edwin with promoting these awards

REFRIGERATION TOUR – April, 2011

Chair: Sean Gouw

Key Topics:

1. Edwin Hornquist asked the Board about a timely date for the Refrigeration Tour. It was decided the fourth week in April would not conflict with other events. Edwin will inquire about a tour of the Miller Brewery which had been a successful tour in the past.

SPRING SEMINAR – April 8, 2011

Chair: Andrew Reilman

Key Topics:

1. Edwin Hornquist stated the Spring Seminar will be held at the ERC on April 8, 2011.
2. He reported the Spring Seminar flyer had been emailed.

RESOURCE PROMOTION

Co-Chairs: Michael Hass, Andrew Reilman, and Karine Leblanc

Key Topics:

1. Jim reminded the Board that Tri County and Orange Empire have been promised money for the Joint Meeting Table Tops. It was decided the Chapter will be able to pay Tri County this month, and Orange Empire will be paid in April when more revenue has been received.
 2. Edwin Hornquist confirmed any Research Promotion Donations made through the Research Promotion calling campaign or from future Table Tops will go to repay the Chapter for donations previously sent to Society for the Chapter's Resource Promotion's commitment.
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DIRECTOR - MATT CHURCH

STUDENT ACTIVITIES – E-Week: February 20-26, 2011

Co-Chairs: Christine Cloutier and Margaret Motagally

Key Topics:

1. Matt Church stated E-Week was very successful with 150 students attending the event. He commented the success was due to the efforts of Christine Cloutier.
2. Matt reported an E-Week article and pictures will be placed in Sol*Air.
3. Karine will place an E-Week article online.
4. Christine will give a short review of the E-Week events at the evening's meeting.

HISTORIAN

Chair: Rene Peters

Key Topics: None

SPRING GOLF TOURNAMENT – June 3, 2011

Co-Chairs: Joey Jiron and Omar Chamma

Key Topics:

1. Joey Jiron reported the Spring Golf Tournament will be at Brookside Country Club on Friday, June 3, 2011.
2. Joey commented he believes Brookside will accept a deposit of \$500 for the event.

ED SCHMIDT GOLF TOURNAMENT- October 18, 2010

Co-Chairs: Don La Marr, Phil Trafton, Joey Jiron, Omar Chamma, Jamie Dalton

Key Topics: None

SCHOLARSHIP

Co-Chairs: Ishtiaq Chisti and Clay Lampman

Key Topics:

1. Scott Neithercut reported one Scholarship check had never been cashed. Clay Lampman commented he will contact the student to see if the check had been received.
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PAST PRESIDENT – KARINE LEBLANC

HONORS AND AWARDS

Chair: Phil Trafton, Clay Lampman, and Karine Leblanc

Key Topics:

PAOE POINTS

Key Topics: None

80th ANNIVERSARY CELEBRATION

Key Topics:

1. Karine Leblanc reported the 80th Anniversary Cake will be displayed at a table near the entrance to the dining room, and the cake will be served following dinner.
2. She stated the Past Presidents will be called forward and introduced.

WESTERN SECTION

Key Topics:

1. Jim Toda stated the Western Section has 27 members, and the Chapter has committed to send 30% of the Chapter dues to the Western Section. He will stop the Western Section membership total for the year at the end 2010, and the payment will be sent to them in June, 2011.

YEA – April, 2011

Key Topics:

1. Andy Khechoumian reported Christine Lazo will attend the Young Engineers in ASHRAE Leadership Training.
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NEXT MEETING DATE: Tuesday, April 5, 2011 at 4:00 PM at Taix French Restaurant, 1911 Sunset Boulevard, Los Angeles, 90026.

Andy Khechoumian adjourned the March 8, 2011 meeting at 5:40 pm.

Secretary

Executive Secretary