



Engineering For the World We Live In

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

2008-2009

Standing Committees

PRESIDENT

J. Michael Burke\*

Jai Agaram

Sudhir Agrawal

Bob Brennan

Susan Chen

Ishtiaq Chisti

Matt Church\*

Mike Gallagher

Dinesh Gandhi

Chad Herrick

Michael Kalemkaryan

David Kuo

Don La Marr

Clay Lampman\*

Pandora Lei

Russell Lieu

David McKinney

Ralph Panting

Mike Taylor

Jim Toda

Phil Trafton\*

Stella Zarakhovsky

PRESIDENT-ELECT

Karine Leblanc\*

SECRETARY

Andy Khechoumian, P.E.\*

TREASURER

Jeffrey Landreth\*

Minutes

of the

Board of Directors' Meeting

A California Corporation

PAST PRESIDENT

Narendra Amarnani, P. E.

DIRECTORS

Joe Ablay

Aaron Deutsch\*

Joey Jiron\*

Scott Neithercut\*

SOL\*AIR EDITOR

Scott Neithercut

May 5, 2009

\*Denotes those in attendance

EXECUTIVE SECRETARY

Mrs. Sue Colvin\*

P.O. Box 80133

San Marino, CA 91118

The meeting was called to order at 4:15 p.m. by Michael Burke at the Les Freres Taix Restaurant, 1911 Sunset Boulevard, Los Angeles, California.

---

**J. MICHAEL BURKE - PRESIDENT**

**Key Topics:**

- Michael Burke initiated a discussion about whether Sol\*Air should be mailed or emailed in the future. It was his opinion that a hard copy of Sol\*Air was important for Chapter interest, attendance, and involvement and a better way to communicate with the members. He commented Sol\*Air should have substance and could be condensed. He suggested possibly the members could be charged for mailing Sol\*Air.
- During the discussion, Aaron Deutsch stated he learned at CRC that most chapters email their newsletters. He also felt the Sol\*Air advertising cards could be consolidated to save cost. Jeffrey Landreth suggested some Chapter information could be posted on the website in order to limit the

number of pages of Sol\*Air. Clay Lampman noted that one of the benefits of the membership fee is to receive a hard copy of Sol\*Air.

---

## **SECRETARY - ANDY KHECHOUMIAN**

### **Key Topics:**

- MINUTES OF 4-07-09: The minutes of the April 7, 2009 meeting were reviewed.

**Motion No. 5-05-1216:** It was moved and seconded by Aaron Deutsch and Jeffrey Landreth, respectively, to approve the minutes of April 7, 2009 as corrected. The motion carried.

---

## **TREASURER – JEFFREY LANDRETH**

### **Key Topics:**

- Jeffrey Landreth reviewed the highlights of the March Treasurer's Report.
- He stated the cash flow was good and expenses were normal.
- It was pointed out that the cost of the ballots should be placed under Chapter Stationery (#70200) and not Printing and Mailing – Sue Only (#70300)
- Jeffrey reviewed the April Treasurer's Report. He stated the SCE commitment to help sponsor Sol\*Air had been received.
- There was a discussion about an appropriate time to transfer the Ed Schmidt surplus to the Scholarship Fund. Phil Trafton stated the decision will be made after he confers with the Past Presidents.
- Phil Trafton suggested next year including a Fund Reserve line item in the Treasurer's Report which would not be used for Chapter operations.

### **Action Items:**

- The cost of the ballots will be moved from Printing and Mailing – Sue Only (#70300) to Chapter Stationery (#70200).

**Motion No. 5-05-1217:** It was moved and seconded by Karine Leblanc and Andy Khechoumian, respectively, to approve the March Treasurer's Report as amended. The motion carried.

**Motion No. 5-05-1218:** It was moved and seconded by Karine Leblanc and Scott Neithercut, respectively, to approve the April Treasurer's Report. The motion carried.

---

## **MEMBERSHIP**

### **JOE ABLAY- DIRECTOR**

**Chairs: Jai Agaram, Susan Chen, and Jim Toda**

Key Topics: None

---

**ROSTER – ANDY KHECHOUMIAN**  
**Product Directory – Chad Herrick**

Key Topics: None

---

**BUDGET AND AUDIT**  
**JEFFREY LANDRETH - TREASURER**  
**Chair: Phil Trafton**

**Key Topics:**

- Phil Trafton stated the Budget and Audit Committee will meet on Tuesday, June 30, 2009 at 4:00 pm. The meeting place will be announced.
- 

**FINANCE INVESTMENT**  
**JEFFREY LANDRETH - TREASURER**  
**Chair: PHIL TRAFTON**

**Key Topics:**

- Phil Trafton reported the Investments are gradually improving.
- 

**WEBSITE**  
**KARINE LEBLANC – PRESIDENT-ELECT**

**Key Topics:**

- Karine Leblanc reported the CRC Awards received in 2009 were posted on the website. The 2008 CRC Awards were also posted for comparison.
- 

**PROGRAMS**  
**KARINE LEBLANC – PRESIDENT-ELECT**

Key Topics: None

---

**INSTALLATION DINNER**  
**KARINE LEBLANC – PRESIDENT-ELECT**

**Key Topics:**

- Karine Leblanc stated 9 reservations are still available for the Installation Dinner. She reported the money for the Installation Dinner will be received before the final payment is due.
-

**ATTENDANCE & RECEPTION  
AARON DEUTSCH – DIRECTOR**

**Key Topics:**

- Aaron Deutsch stated there were 80 people at the April dinner/meeting, and the attendance at the May dinner is expected to be about 100 with the students attending.
- The ratio between engineers and contractors vs. vendors has remained constant.
- Aaron commented next year there needs to be a decrease in late dinner reservations since it makes it very difficult for the restaurant to accommodate the late arrangements. He suggested next year the Board might increase the price of the dinner for a late reservation.
- There was a discussion whether the price for hors d'oeuvres had been included in the budget or were to be included only if sponsored. Phil Trafton stated the Budget Committee had not budgeted for hors d'oeuvres, and the dinner price didn't include the cost of hors d'oeuvres. Mike Burke felt the dinner format which was set in July included hors d'oeuvres and was to be covered either by sponsorship or by the Chapter. To resolve the issue this month, Joey Jiron offered to sponsor the May dinner hors d'oeuvres, and Andy Khechoumian, Phil Trafton, and Mike Burke offered to contribute also.
- It was suggested in the future that the dinner price include the cost of hors d'oeuvres.
- Phil Trafton stated the Budget Committee will address the cost of hors d'oeuvres at the 2009-2010 Budget Planning Meeting.

**Action Items:**

- Budget Committee will address the cost of hors d'oeuvres at the Budget Planning Meeting.

---

**RAFFLE  
AARON DEUTSCH – DIRECTOR**

**Key Topics:**

- Aaron Deutsch reported he had not received any raffle prizes for this month.
- He suggested next year having one or two members whose only responsibility would be to acquire raffle prizes.

---

**PUBLIC RELATIONS and PUBLICITY  
SCOTT NEITHERCUT - DIRECTOR  
Chair: Stella Zarakhovsky**

Key Topics: None

---

**HISTORIAN AND TECHNICAL ADVISOR  
JOE ABLAY - DIRECTOR**

**Key Topics:**

- Mike Burke reported the article “The Legend and Legacy of J.L. Hengstler and Associates” has been completed and would be in the September Sol\*Air.
- 

**PUBLICATION AND NEWSLETTER  
SCOTT NEITHERCUT – DIRECTOR  
Chair: Temporary Chair Scott Neithercut**

**Key Topics:**

- Mike Burke complimented Scott Neithercut on the excellent work he has done with Sol\*Air.
  - Scott Neithercut stated the rate per page for Sol\*Air will increase from \$35 to \$40 a page.
  - He reported next year Christopher Zabaneh from IBE Consulting Engineers will be the majority Editor of Sol\*Air, and Scott will focus on increasing advertising and business cards.
  - Phil Trafton commented that SCE may want to sponsor the typesetting for Sol\*Air if the decision is made to email Sol\*Air. Jeffrey Landreth suggested the Board may want to get SCE’s opinion on emailing vs. mailing Sol\*Air.
- 

**EDWARD H. SCHMIDT GOLF TOURNAMENT - October 27, 2008  
JOEY JIRON - DIRECTOR  
Co-Chairs: David McKinney**

Key Topics: None

---

**SPRING GOLF TOURNAMENT  
JOEY JIRON – DIRECTOR  
Chair: David McKinney**

Key Topics: None

---

**SPRING SEMINAR – Date: Friday, March 27, 2009  
JEFFREY LANDRETH -DIRECTOR  
Chair: Matt Church**

**Key Topics:**

- Matt Church reviewed the Spring Seminar which had 26 attendees. He stated the ERC was a great venue for the seminar with good support and good catering.

- Matt distributed a review of the Spring Seminar with recommendations for 2010. For next year's Spring Seminar, Matt suggested having a chairman with an assistant who would become the chair the following year. He suggested a half day seminar with only one meal which would lower the cost and improve attendance.
- Matt recommended the presentation materials and certificates should be prepared prior to the event.
- Karine Leblanc asked Matt to email a copy of the report to her.

**Action Items:**

- Matt will email the Spring Seminar report to Karine Leblanc.
- 

**STUDENT ACTIVITIES**

**KARINE LEBLANC – PRESIDENT-ELECT**

**Chair: PANDORA LEI**

**Key Topics:**

- There was a discussion about sending a representative to YEA. It was decided the Board would inquire who might be interested in attending.
- The Board agreed the Chapter would sponsor one representative with a limit of \$500 if a representative can be found.

**Motion No. 5-05-1219:** It was moved and seconded by Karine Leblanc and Scott Neithercut, respectively, to sponsor a YEA representative with a limit of \$500 if a representative can be found. The motion carried.

---

**RESEARCH PROMOTION**

**DIRECTOR – JOE ABLAY**

**Chair: Michael Kalemkaryan**

Key Topics: None

---

**NOMINATIONS**

**Chairman: David Kuo**

**Key Topics:**

- The ballots for the election of the 2009-2010 Board were counted at the May Board meeting.
- Andy Khechoumian reported 64 valid ballots were received. In accordance with the Chapter Bylaws, the following members are automatically elected to the Board of Directors:  
President: Karine Leblanc  
Past President: Michael Burke
- The following nominees received a majority vote:

President-Elect: Andy Khechoumian  
Secretary: Jeffrey Landreth  
Treasurer: Aaron Deutsch  
Board of Directors: Matthew Church, Edwin Hornquist, Scott Neithercut,  
and Jim Toda

---

**SCHOLARSHIP**  
**NARENDRA AMARNANI - PAST PRESIDENT**  
**Chairs: Ishtiaq Chisti and Clay Lampman**

**Key Topics:**

- Phil Trafton stated the Chapter should be able to fund about \$13,000 in scholarships. Clay Lampman commented the scholarships are usually sent out in August.
- 

**HONORS AND AWARDS**  
**NARENDRA AMARNANI – PAST PRESIDENT**

Key Topics: None

---

**PAOE POINTS**  
**NARENDRA AMARNANI – PAST PRESIDENT**

Key Topics: None

---

**TECHNICAL, ENERGY, & GOVERNMENT ACTIVITIES (TEGA)**  
**NARENDRA AMARNANI – PAST- PRESIDENT**  
**Chair: Dinesh Gandhi**

Key Topics: None

---

**WESTERN SECTION**  
**MICHAEL BURKE - PRESIDENT**

Key Topics: None

---

**CRC**  
**KARINE LEBLANC – PRESIDENT-ELECT**

**Key Topics:**

- Karine Leblanc reviewed the CRC and the awards given the Chapter.

- CRC will be in Reno next year and suggestions were made to find ways to sponsor the cost of the CRC registration and travel arrangements. In addition to the amount planned in the Budget, the suggestions included planning small events, sports events, or family events in order to raise money for this event.

---

**CHAPTER TECHNICAL TRANSFER COMMITTEE  
JOEY JIRON – DIRECTOR**

Key Topics: None

---

**REFRIGERATION  
ANDY KHECHOUMIAN - DIRECTOR  
Chair: Russell Lieu**

Key Topics: None

---

**NEXT MEETING DATE:** Tuesday, June 2 at 3:00 pm at Southern California Edison in the SCLTC Room, 6060 Irwindale Avenue, Irwindale, California 91702.

**Motion No: 5-05-1220:** It was moved and seconded by Karine Leblanc and Scott Neithercut, respectively, to adjourn the meeting at 5:30 pm. The motion carried.

---

Secretary

---

Executive Secretary



