



Engineering For the World We Live In

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

2008-2009

PRESIDENT

J. Michael Burke\*

PRESIDENT-ELECT

Karine Leblanc\*

SECRETARY

Andy Khechoumian, P.E.\*

TREASURER

Jeffrey Landreth

PAST PRESIDENT

Narendra Amarnani, P. E.\*

DIRECTORS

Joe Ablay\*

Aaron Deutsch\*

Joey Jiron\*

Scott Neithercut\*

SOL\*AIR EDITOR

Scott Neithercut

EXECUTIVE SECRETARY

Mrs. Sue Colvin

P.O. Box 80133

San Marino, CA 91118

Standing Committees

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

\*Denotes those in  
attendance

Minutes

of the

Board of Directors' Meeting

A California Corporation

October 7, 2008

The meeting was called to order at 4:12 p.m. by Michael Burke at Les Freres Taix Restaurant, 1911 Sunset Boulevard, Los Angeles, California.

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**J. MICHAEL BURKE - PRESIDENT**

**Key Topics:**

- Michael Burke stated he had purchased additional Ed Schmidt flyers and encouraged everyone to ask more people to commit to the tournament.

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**SECRETARY - ANDY KHECHOUMIAN**

**Key Topics:**

- MINUTES OF 9-09-08: The minutes of the September 9, 2008 meeting were reviewed.

**Motion No: 10-07-1187:** It was moved and seconded by Aaron Deutsch and Andy Khechoumian, respectively, to approve the September 9, 2008 meeting minutes as submitted. The motion carried.

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## **TREASURER – JEFFREY LANDRETH**

### **Key Topics:**

- In Jeffrey Landreth's absence, Phil Trafton confirmed the corrections had been made to the August Treasurer's Report.
- Michael Burke stated all checks received should be deposited the next day. He commented it is not good business to sit on checks until accounting and reports are made. It was suggested that checks should be recorded as soon as received.
- The September Treasurer's Report will be reviewed at the November Meeting.
- Both Phil Trafton and Michael Burke discussed an e-mail sent by Jeff Landreth indicating that there could be difficulty in his remaining as Treasurer because of his workload at ARUP. It was concluded that the Board should do everything possible to encourage Jeff to stay on as Treasurer.

### **Action Items:**

- All Board members will make a record of checks on the day received and deposit the checks the next day.
- Michael Burke will call Jeff Landreth in New York.

**Motion No: 10-07-1188:** It was moved and seconded by Andy Khechoumian and Aaron Deutsch, respectively, to approve the August Treasurer's Report as corrected. The motion carried.

**Motion No: 10-07-1189:** It was moved and seconded by Narendra Amarnani and Andy Khechoumian, respectively, to have all Board members make a record of checks on the day received and deposit the checks the next day. The motion carried.

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## **MEMBERSHIP**

### **JOE ABLAY- DIRECTOR**

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

### **Key Topics:**

- Joe Ablay stated he is soliciting new memberships.
- Jim Toda asked questions regarding discounts on Chapter dues for first year members for National and local membership.

### **Action Items:**

- Discounts on Chapter dues will be addressed at the next meeting.

- Michael Burke requested that Jim Toda forward his ideas to him.
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**ROSTER – ANDY KHECHOUMIAN**  
**Product Directory – Chad Herrick**

**Key Topics:**

- Andy Khechoumian distributed the preliminary 2008-2009 Roster for the Board review. He stated the Roster will be finalized soon.
- Andy reported 4 Board members have paid the \$100 Full Circle Membership. Six Full Circle Memberships are needed in order for the Chapter to receive credit from Society.

**Action Items:**

- Each officer is asked to pay their \$100 Full Circle Membership and send Mike Burke and Jeff Landreth a copy of the receipt.
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**BUDGET AND AUDIT**  
**JEFFREY LANDRETH - TREASURER**  
**Chair: PHIL TRAFTON**

Key Topics: None

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

**Key Topics:**

- Phil Trafton reported the Investment Accounts are down due to the Market.
  - Phil is keeping in contact with the Investment Managers.
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**WEBSITE**  
**KARINE LEBLANC – PRESIDENT-ELECT**

**Key Topics:**

- Karine Leblanc reported the website is doing well. There have been 700 hits and most viewed the Home Page. Some of the views were by ASHRAE Members, but 692 visits were from 13 other countries.
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**PROGRAMS**  
**KARINE LEBLANC – PRESIDENT-ELECT**

**Key Topics:**

- Karine commented there were good results from the Main Speaker Evaluation with the speaker receiving 86.6% of the 100 possible points.
  - Aaron Deutsch recommended including a pie chart of percentages of speaker presentations in the Sol\*Air newsletter.
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**ATTENDANCE & RECEPTION**  
**AARON DEUTSCH – DIRECTOR**

**Key Topics:**

- Aaron Deutsch stated he will be focusing on engineers attending the dinner meetings rather than mainly sales representatives.
- Aaron stated there was a net income of \$1,700 for the September Dinner Meeting.
- Aaron stated he is working on printing nameless ASHRAE tags for those who do not have ASHRAE badges.
- Aaron reported he will keep a record of who attends the dinner meetings.
- It was suggested to allow a 2 to 4 minute introduction by the Table Top Sponsor during the Social Hour prior to the Technical Session.

**Motion No: 10-07-1190:** It was moved and seconded by Aaron Deutsch and Karine Leblanc, respectively, to approve a 2 to 4 minute Table Top Introduction at the Social Hour. The motion carried.

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**RAFFLE**  
**AARON DEUTSCH – DIRECTOR**

**Key Topics:**

- Aaron Deutsch reported the September Raffle Ticket sales total was \$320.00.
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**PUBLIC RELATIONS and PUBLICITY**  
**SCOTT NEITHERCUT - DIRECTOR**  
**Chair: Stella Zarakhovsky**

**Key Topics:** It was stated by Michael Burke that Stella was attempting to create communication between the Architects and Mechanical Engineers.

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

**Key Topics:**

- Joe Ablay gave an update for the “On the Technical Side” article. He stated Ron Sweet is helping to develop the article relating to Direct and Indirect Evaporative Cooling.
- He asked for suggestions for future articles.

**Action Items:**

- Board members are asked to make suggestions for “On the Technical Side” articles.
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**PUBLICATION AND NEWSLETTER  
SCOTT NEITHERCUT – DIRECTOR  
Chair: Temporary Chair Scott Neithercut**

**Key Topics:**

- Scott Neithercut distributed the November Sol\*Air Outline checklist reflecting items that are still needed for the November issue.
  - Michael Burke read Scott’s “Letter from the Editor” article which is in the October Sol\*Air.
  - Michael Burke stated that all should read Sol\*Air.
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**EDWARD H. SCHMIDT GOLF TOURNAMENT - October 27, 2008  
JOEY JIRON - DIRECTOR  
Co-Chairs: David McKinney and Matt Ebejer**

**Key Topics:**

- Joey Jiron reported \$15,000 has been committed for tournament foursomes.
  - He stated he needs another 40-50 golfers.
  - He reported there will be an additional golf tournament meeting after the Board meeting.
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**SPRING GOLF TOURNAMENT  
JOEY JIRON – DIRECTOR  
Chair: David McKinney**

Key Topics: None

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**SPRING SEMINAR – Tentative date: Saturday, March 14, 2009 (tentative)**  
**JEFFREY LANDRETH -DIRECTOR**  
**Chair: Matt Church**

Key Topics: None

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**STUDENT ACTIVITIES**  
**KARINE LEBLANC – PRESIDENT-ELECT**  
**Chair: PANDORA LEI**

Key Topics: None

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**RESEARCH PROMOTION**  
**DIRECTOR – JOE ABLAY**  
**Chair: Michael Kalemkaryan**

Key Topics: None

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

Key Topics: None

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

Key Topics: None

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

Key Topics: None

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

Key Topics: None

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**WESTERN SECTION  
MICHAEL BURKE - PRESIDENT**

**Key Topics:** Michael Burke stated that Paul Dedona Chapter President would attend the meeting of October 7, 2008.

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**CRC  
KARINE LEBLANC – PRESIDENT-ELECT**

Key Topics: None

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**CHAPTER TECHNICAL TRANSFER COMMITTEE  
JOEY JIRON – DIRECTOR  
Chair: Temporary Chair Joey Jiron**

Key Topics: None

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

Key Topics: None

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**NEXT MEETING DATE:** Tuesday, November 11, 2008 at 4:00 pm at The Proud Bird Restaurant.

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**Motion No: 10-07-1191:** It was moved and seconded by Karine Leblanc and Andy Khechoumian, respectively, to adjourn the meeting at 5:35 pm. The motion carried.

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Secretary

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Executive Secretary

Notes taken by Christie Boone

