



Engineering For the World We Live In

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

2009-2010

PRESIDENT
Karine Leblanc*

PRESIDENT-ELECT
Andy Khechoumian, P.E.*

SECRETARY
Jeffrey Landreth*

TREASURER
Aaron Deutsch*

PAST PRESIDENT
Narendra Amarnani, P.E.*

DIRECTORS
Matthew Church*
Edwin Hornquist*
Scott Neithercut*
Jim Toda*

SOL*AIR EDITOR
Christopher Zabaneh*

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

Standing Committees

Joe Ablay
Sudhir Agrawal
Carleton Beck
Omar Chamma
Ishtiaq Chisti*
Christine Cloutier
Mike Gallagher
Sean Gouw
Michael Hass
Chad Herrick
Joey Jiron
David Kuo
Don La Marr*
Clay Lampman*
David McKinney
Margaret Motagally
Ron Sweet
Phil Trafton*

Minutes

of the

Board of Directors' Meeting

A California Corporation

May 4, 2010

*Denotes those in
attendance

The meeting was called to order at 4:05 p.m. by Karine Leblanc at Taix French Restaurant, 1191 Sunset Boulevard, Los Angeles, California.

PRESIDENT - KARINE LEBLANC

OPENING COMMENTS

Key Topics:

1. Karine Leblanc reported the CRC will be held August 26-28, 2010 in Reno, Nevada and distributed a CRC informational flyer to the Board. She stated the CRC has been changed from spring to late summer because it was difficult for the chapters to tabulate their PAOE points for the spring CRC. She commented Society will pay the registration and transportation costs for the Delegate Andy Khechoumian as the 2010-2011 President and Alternate Jeffrey Landreth as the President-Elect.
2. Karine stated she would like to verify the amount allocated for CRC in order send the maximum number of members to the CRC workshops. She commented no decisions need to be made at this time. She asked the Board to put the date of

CRC on the calendar. It was decided to review the budget in the first weeks of June and allocate the money for CRC before the 2009-2010 books are closed.

3. Karine stated Andy Khechoumian will need to appoint his 2010-2011 Committee Chairs as the following Committee Chairs will need to attend CRC: Student Activities, CTTC, Membership Promotion, Research Promotion, and Newsletter/Website. This information will be needed for the June 1 meeting.
4. Karine stated next year is the 80th Anniversary of the Southern California Chapter. Karine reported that as Past President she will make the 80th Anniversary her personal project next year and will begin now planning for this celebration.
5. Narendra Amarnani asked Karine to email a CRC registration link to the Board.

Action Items:

1. Andy Khechoumian will appoint the 2010-2011 Committee Chairs and prepare the CIQ for the next year in order to know who will need to register for CRC.
 2. Karine to email a CRC registration link to the Board.
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PRESIDENT-ELECT – ANDY KHECHOUMIAN

PROGRAMS

Key Topics: None

INSTALLATION DINNER – Sunday, June 27, 2010

Key Topics:

1. Andy Khechoumian reported there are 4 tables reserved for the Installation Dinner. Karine Leblanc inquired which Board members were attending this event and which companies had reserved tables.
 2. Don La Marr encouraged the Board to attend the Installation Dinner, and he commented this event is to thank the outgoing Board and to honor the incoming Board.
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SECRETARY – JEFFREY LANDRETH

MINUTES OF 4-06-2010

- The Minutes of the April 6, 2010 Board of Directors' meeting were reviewed.

Motion No. 5-04-1254: It was moved and seconded by Jim Toda and Matt Church, respectively, to approve the Board Meeting Minutes of April 6, 2010 as submitted. The motion carried.

ROSTER

Key Topics: None

NOMINATIONS AND BALLOT

Key Topics:

1. The ballots for the election of the 2010-2011 Board were counted at the May Board meeting.
 2. Narendra Amarnani and Clay Lampman reported 42 online ballots were received, and 17 ballots were received by mail. However, 7 mailed ballots were invalid due to no signature on the envelope. A total of 52 valid ballots were received.
 3. In accordance with the Chapter Bylaws, the following members are automatically elected to the Board of Directors:
President: Andy Khechoumian
Past President: Karine Leblanc
 4. The following nominees received a majority vote:
President-Elect: Jeffrey Landreth
Secretary: Aaron Deutsch
Treasurer: Scott Neithercut
Board of Directors: Omar Chamma, Matt Church, Edwin Hornquist, and Jim Toda
 5. It was reported last year 64 ballots had been received. Karine Leblanc stated the online voting method saved money, and she asked the Board for their comments concerning online voting next year. It was recommended that this voting method be used again in 2011.
 6. Jeffrey Landreth stated he will report on the results of the survey at the next meeting.
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TREASURER – AARON DEUTSCH

TREASURER'S REPORT

Key Topics:

1. Aaron Deutsch reported he had not received all the information needed for the April Treasurer's Report. He stated all the Treasurer's Reports will be completed for the June meeting.
2. Aaron stated Society had sent a Chapter Membership check in the amount of \$940 as the first distribution of the membership dues using the new method of Society collecting the members' Chapter dues with the payment of Society dues. A check for membership dues will be received from Society each month.
3. Aaron commented he is expecting the Chapter's Income and Expenses to break even after first receiving the SCE Sol*Air donation and the Spring Seminar and Golf Tournament surplus and making the payment to the Scholarship Investment Fund.

BUDGET AND AUDIT

Chair: Phil Trafton

Key Topics:

1. Karine Leblanc inquired about a date for the Budget and Audit Committee to meet.

2. The members on the Budget and Audit Committee will be Clay Lampman, Don La Marr, Ishtiaq Chisti, and Phil Trafton. Aaron Deutsch and Scott Neithercut will also attend.
3. The Budget and Audit Committee will meet on Thursday, July 1, 2010 from 10:30 am to 12:30 pm. The location will be decided.
4. Phil Trafton stated each new Board Member and Committee Chair will need to submit their 2010-2011 Budgets to the Budget and Audit committee before the July 1 meeting. He commented typically the meeting will include the Budget and Audit Committee and the incoming President and Treasurer.
5. Phil stated he would like to arrange within the next two weeks a conference call with the Budget and Audit Committee and Aaron Deutsch to discuss ideas relating to the Treasurer's Report and Budget.
6. Andy Khechoumian suggested completing the Bank of America paperwork for the incoming Board's signatures at the July 1 meeting of the Budget and Audit Committee.

FINANCE INVESTMENTS

Chair: Phil Trafton

Key Topics: None

DIRECTOR – SCOTT NEITHERCUT

NEWSLETTER

Editor: Christopher Zabaneh

Key Topics:

1. Aaron Deutsch commented the costs of printing Sol*Air is over budget. There was discussion about these costs and combining the layout and printing in order to lower the costs. Karine Leblanc, Aaron Deutsch, and Christopher Zabaneh will obtain competitive bids for the cost all portions of printing for Sol*Air.
2. Christopher Zabaneh reported there were 3 responses to the Sol*Air survey.

Action Items:

1. Karine Leblanc, Aaron Deutsch, and Christopher Zabaneh will obtain competitive bids for the cost of printing Sol*Air.

PUBLIC RELATIONS

Co-Chairs: Christopher Zabaneh and Stella Zarakhovsky

Key Topics: None

WEBSITE

Chair: Karine Leblanc

Key Topics: None

DIRECTOR – JIM TODA

MEMBERSHIP PROMOTION

Chair: Jim Toda

Key Topics:

1. Jim Toda reported there were no new members in April.

ATTENDANCE & RECEPTION

Chair: David McKinney

Key Topics: None

EMAIL

Chair: Karine Leblanc

Key Topics: None

DIRECTOR – EDWIN HORNQUIST

CHAPTER TECHNICAL TRANSFER COMMITTEE

Co-Chairs: Edwin Hornquist and Andy Khechoumian

Key Topics: None

REFRIGERATION TOUR – April 8, 2010

Chair: Sean Gouw

Key Topics:

1. Karine Leblanc reported the Refrigeration Tour went very well. She stated a picture and article about the tour were in Sol*Air.

SPRING SEMINAR – April 22, 2010

Co-Chairs: Matt Church and Jeffrey Landreth

Key Topics:

1. Matt Church reported the Spring Seminar had more than 50 attendees and was an overall success. He commented the half day seminar was well received, and he recommended next year to again plan a half day seminar during the week. He commented not all the pastries were consumed, and he recommended ordering less food next year to keep the expenses down.
2. The overall comments were positive, but there were mixed reviews about one of the speakers.
3. Matt recommended next year having a speaker on Data Centers.
4. The Spring Seminar had approximately a \$2000 surplus.

5. Narendra Amarnani suggested having two seminars each year with one being exclusively on ASHRAE standards.

RESEARCH PROMOTION – Kings Game – April 8, 2010

Chair: Michael Hass

Key Topics:

1. Karine Leblanc reported the Kings Game went well. She thanked ARUP for donating their Kings Game box for Research Promotion.
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DIRECTOR - MATT CHURCH

STUDENT ACTIVITIES – E-Week – February 16-19th

Co-Chairs: Matt Church, Christine Cloutier, and Margaret Motagally

Key Topics: None

HISTORIAN

Chair: Joe Ablay

Key Topics: None

GOLF TOURNAMENT - May 7, 2010

Co-Chairs: Joey Jiron and Omar Chamma

Key Topics:

1. Don La Marr reported the Spring Golf Tournament is all set, and 72 people have paid. He is expecting a \$5000-\$6000 surplus.
2. He stated the committee had spent approximately \$600 on prizes, and another \$1200 in prizes was donated.
3. Omar Chamma will present the Golf Tournament information at the meeting.

ED SCHMIDT GOLF TOURNAMENT

Co-Chairs: Don La Marr

Key Topics:

1. Don La Marr stated he will begin to plan for the Ed Schmidt Golf Tournament after the Spring Golf Tournament is complete.

SCHOLARSHIP

Co-Chairs: Ishtiaq Chisti and Clay Lampman

Key Topics: None

PAST PRESIDENT – NARENDRA AMARNANI

HONORS AND AWARDS

Chair: Phil Trafton

Key Topics: None

PAOE POINTS

Key Topics: None

WESTERN SECTION

Key Topics:

1. Jim Toda reported Matt Church will attend the May Western Section meeting in Santa Barbara, and Jim will attend the June meeting.
 2. He suggested that any Board member who has not attended a Western Section meeting this year might be willing to attend one of these last two meetings.
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NEXT MEETING DATE: Tuesday, June 1, 2010 at 4:00 PM at US Air Conditioning Distributors, 16900 Chestnut Street, City of Industry, California, 91748

Motion No: 5-04-1255: It was moved and seconded by Matt Church and Jim Toda, respectively, to adjourn the meeting at 5:05 p.m. The motion carried.

Secretary

Executive Secretary