



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

June 2, 2009

The meeting was scheduled to begin at 3:00 p.m. at Southern California Edison in the SCLTC Room, 6060 Irwindale, California 91702.

Unfortunately, a majority of the Officers and Board members were unable to attend. In an effort to accomplish what was intended at the meeting, Michael Burke requested the officers provide information on the scheduled agenda items by email.

J. MICHAEL BURKE - PRESIDENT

Key Topics:

- Michael Burke emailed his report and sent his congratulations to all of the new Chapter Officers and Directors. He requested all respective pertinent data, communications, and materials be transferred to the new Officers.
- He stated timing was important due to the tight schedule for the Installation Dinner, the Planning Meeting, and the Budget Meeting.
- Michael Burke listed his recommendations for the new Board. He recommended continuing the format for Attendance and Reception as well as

the Technical and Main Programs. He recommended having appetizers at each dinner-meeting with the cost reflected in the dinner price. He suggested the appetizers and dinners be defined in Sol*Air. Mike recommended having all dinner-meetings at Taix Restaurant for the entire year.

- Mike stated the Raffle Program should be developed or deleted if not successful after 3 meetings. He recommended assigning a chair whose only responsibility would be to solicit donations. He suggested allocating in the budget \$100 per meeting for raffle prizes. He felt all raffle prizes should be displayed.
 - Mike recommended the Chapter continue to follow the national theme in order to create more enthusiasm. He felt this will result in greater attendance and participation.
 - He recommended continuing the dynamic programs and stated the Technical and Main Programs were the best in recent years. He suggested a committee be established with the President-Elect making the final decisions.
 - Mike recommended condensing Sol*Air with the format including more technical profiles. He suggested charging members for hard copy mailings.
 - It was recommended to incorporate more interesting information in the Roster and include a creative front with the theme on the back cover.
 - He stated to continue expansion of the website, however include more technical content.
 - Mike recommended continuing to improve upon financial reporting with firm procedures in requisitioning, purchasing, and distribution policies.
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SECRETARY - ANDY KHECHOUMIAN

Key Topics:

- MINUTES OF 5-05-09: The Minutes of the May 5, 2009 meeting were reviewed.

Motion No. 6-02-1221: On June 19, 2009 via email, it was moved and seconded by Joe Ablay and Scott Neithercut, respectively, to approve the minutes of May 5, 2009 as submitted. The motion carried.

TREASURER – JEFFREY LANDRETH

Key Topics:

- Jeffrey Landreth reported by email that he needed more information from the bank in order to clarify two May deposits. He will email the May Treasurer's Report after he receives the information and reconciles the report.
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MEMBERSHIP

JOE ABLAY- DIRECTOR

Chairs: Jai Agaram, Susan Chen, and Jim Toda

Key Topics:

- Jim Toda emailed the following year end report:
 - A. 2009-2010 Membership Mailing
 - The 2009-2010 Membership dues letter has been forwarded to Karine Leblanc. Karine has advised that she will email the letter to the Chapter Membership. Included in the email will be a link to the online Membership Renewal. This will allow the members to renew their membership and update their contact information.
 - B. Accomplishments:
 - The Southern California Chapter of ASHRAE had twelve new members in 2008-2009, and two members upgraded their membership grade to “Member”.
 - The Southern California Chapter participated in a chapter phone campaign for unpaid members which also included follow up calls if there was no response. The success rate was 52% or 108 responses of the 207 unpaid members.
 - The Southern California Chapter reached par in PAOE membership promotion points for 2008-2009.

ROSTER – ANDY KHECHOUMIAN

Product Directory – Chad Herrick

Key Topics: None

BUDGET AND AUDIT

JEFFREY LANDRETH - TREASURER

Chair: Phil Trafton

Key Topics: None

FINANCE INVESTMENT

JEFFREY LANDRETH - TREASURER

Chair: PHIL TRAFTON

Key Topics: None

WEBSITE

KARINE LEBLANC – PRESIDENT-ELECT

Key Topics: None

PROGRAMS
KARINE LEBLANC – PRESIDENT-ELECT

Key Topics: None

INSTALLATION DINNER
KARINE LEBLANC – PRESIDENT-ELECT

Key Topics: None

ATTENDANCE & RECEPTION
AARON DEUTSCH – DIRECTOR

Key Topics: None

RAFFLE
AARON DEUTSCH – DIRECTOR

Key Topics: None

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

Key Topics: None

HISTORIAN AND TECHNICAL ADVISOR
JOE ABLAY - DIRECTOR

Key Topics: None

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

Key Topics: None

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: None

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

Key Topics: None

RESEARCH PROMOTION
DIRECTOR – JOE ABLAY
Chair: Michael Kalemkaryan

Key Topics: None

NOMINATIONS
Chairman: David Kuo

Key Topics: None

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

Key Topics: None

**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: None

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

Key Topics: None

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

Key Topics: None

NEXT MEETING DATE: Tuesday, July 14 at 4:00 pm at U.S. Air Conditioning Distributors, 16900 Chestnut Street, City of Industry, California 91748.

Secretary

Executive Secretary