



Engineering For the World We Live In

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

2009-2010

Standing Committees

PRESIDENT
Karine Leblanc*

Joe Ablay
Sudhir Agrawal

PRESIDENT-ELECT
Andy Khechoumian, P.E.*

Carleton Beck
Omar Chamma
Ishtiaq Chisti
Christine Cloutier

SECRETARY
Jeffrey Landreth

Mike Gallagher
Sean Gouw

TREASURER
Aaron Deutsch*

Michael Hass
Chad Herrick

PAST PRESIDENT
Narendra Amarnani, P.E.

Joey Jiron*
David Kuo

DIRECTORS
Matthew Church
Edwin Hornquist*
Scott Neithercut
Jim Toda

Don La Marr
Clay Lampman
David McKinney
Margaret Motagally
Ron Sweet
Phil Trafton

SOL*AIR EDITOR
Christopher Zabaneh

June 7, 2010

*Denotes those in
attendance

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

Minutes
of the
Board of Directors' Meeting
A California Corporation

The meeting was called to order at 5:00 p.m. by Karine Leblanc at US Air Conditioning Distributors, 16900 Chestnut Street, City of Industry, California

PRESIDENT - KARINE LEBLANC

OPENING COMMENTS

Key Topics:

1. Karine Leblanc reported on the costs to send the Delegate, Alternate, and the Board members to the CRC to be held August 26-28, 2010 in Reno, Nevada.
2. Andy Khechoumian listed the 9 Officers and Chairs who plan to attend the CRC. The 5 Officers will attend, as well as the Chairs for Membership Promotion, Resource Promotion, Student Activities, and CTTC.
3. After reviewing the costs of registration, flights, and the hotel, the total will be approximately \$3,648 which is under the amount budgeted for the CRC. Society will pay for the Delegate and Alternate's flight costs, and the Past President's flight and registration is also covered.

4. Karine stated the Board should make their reservations very soon in order to avoid late fees, and they should submit their receipts for reimbursements before June 30 in order to be included in the 2009-2010 fiscal year. Karine will email the Board to make their reservations early. It was stated that the Officers and Chairs will be responsible for any late fees incurred due to missed deadlines.
5. Karine Leblanc emphasized that Andy Khechoumian complete the CIQ soon.

Action Items:

1. Karine Leblanc to email the Officers and Chairs to make their CRC reservations.
 2. Andy Khechoumian to complete the CIQ and any positions not filled.
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PRESIDENT-ELECT – ANDY KHECHOUMIAN

PROGRAMS

Key Topics:

1. Andy Khechoumian stated Jeffrey Landreth will have the 2010-2011 Program Speakers for the July Meeting.
2. He also reported he intends to continue the Lifetime Achievement Award each month.

Action Items:

1. Jeffrey Landreth will have the 2010-2011 Program Speakers for the July Meeting.

INSTALLATION DINNER – Sunday, June 27, 2010

Key Topics:

1. Andy Khechoumian reported 80 people were confirmed for the Installation Dinner, and the amount collected to date is \$2870. Andy will email those who have confirmed their reservations, but as of yet have not paid. Karine Leblanc suggested Andy contact the companies and individuals who have not confirmed their reservations. Andy will contact Aaron Deutsch to send an invoice to SCE for their reserved table.
2. Karine stated the outgoing Board members and the incoming Board members should attend the Installation Dinner.

Action Items:

1. Andy Khechoumian will email those who have confirmed reservations for their payment.
 2. Andy will contact companies and individuals who have not confirmed their reservations.
 3. Andy will contact Aaron Deutsch to send an invoice to SCE for the Installation Dinner reservation.
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SECRETARY – JEFFREY LANDRETH

MINUTES OF 5-04-2010

- The Minutes of the May 4, 2010 Board of Directors' meeting will be reviewed by email as a quorum was not present.

Motion No. 6-07-1256: The Board Meeting Minutes of May 4, 2010 were approved as submitted by email.

ROSTER

Key Topics: None

NOMINATIONS AND BALLOT

Key Topics:

1. It was reported that Jeffrey Landreth will review the Chapter survey at the July meeting.
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TREASURER – AARON DEUTSCH

TREASURER'S REPORT

Key Topics:

1. Aaron Deutsch reported he will email the corrected December, January, and February Treasurer's Reports for the Board's review.
2. Since there was not a quorum at the meeting, Aaron will email the March, April, and May Treasurer's Reports for the Board's review and approval by email.

Action Items:

1. Aaron Deutsch to email the corrected December, January, and February Treasurer's Reports for the Board's review.
2. Aaron to email the March, April, and May Treasurer's Reports for the Board's approval by email.

BUDGET AND AUDIT

Chair: Phil Trafton

Key Topics:

1. Andy Khechoumian reported the Budget Committee will meet Thursday, July 1, 2010 from 10:30 to 12:30. He stated the members who will attend are Phil Trafton, Don La Marr, Ishtiaq Chisti, Aaron Deutsch, Scott Neithercut, and Karine Leblanc.

FINANCE INVESTMENTS

Chair: Phil Trafton

Key Topics: None

DIRECTOR – SCOTT NEITHERCUT

NEWSLETTER

Editor: Christopher Zabaneh

Key Topics: None

1. Aaron Deutsch commented the cost of printing Sol*Air was approximately \$1500 each month. In order to cut costs, three competitive quotes for the printing, layout, mailing of Sol*Air will be obtained by Karine Leblanc, Aaron Deutsch, and Edwin Hornquist. The bids will include the costs of printing 9 issues of Sol*Air and the Roster.
2. Aaron suggested Christopher Zabaneh find one person to be in charge of Sol*Air business card advertisements.

Action Items:

1. Karine Leblanc, Aaron Deutsch, and Edwin Hornquist will obtain competitive quotes for the total cost of printing Sol*Air and the Roster for the July meeting.

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: None

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:

1. Edwin Hornquist stated Southland Industries entry had won the Chapter Technology Award, and Edwin will submit their entry to Region 10.

REFRIGERATION TOUR – April 8, 2010

Chair: Sean Gouw

Key Topics: None

SPRING SEMINAR – April 22, 2010

Co-Chairs: Matt Church and Jeffrey Landreth

Key Topics:

1. It was reported the Spring Seminar generated a \$2700 surplus.

RESEARCH PROMOTION – Kings Game – April 8, 2010

Chair: Michael Hass

Key Topics: None

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. Joey Jiron reported 89 people attended the Spring Golf Tournament which was very successful and had a surplus of \$6432.
2. Edwin Hornquist recommended the Raffle needed to be more robust. It was suggested next year to appoint one person to promote the raffle and obtain the prizes.

ED SCHMIDT GOLF TOURNAMENT

Co-Chairs: Don La Marr

Key Topics:

1. Joey Jiron offered to help with the Ed Schmidt Golf Tournament in the fall.

SCHOLARSHIP

Co-Chairs: Ishtiaq Chisti and Clay Lampman

Key Topics: None

PAST PRESIDENT – NARENDRA AMARNANI

HONORS AND AWARDS

Chair: Phil Trafton

Key Topics:

1. There was a discussion about planning a celebration for the Chapter's 80th Anniversary. Some suggestions were to have a banquet, charge for the dinner, and invite all the surrounding Chapters. The plan is to have the celebration pay for itself or possibly have a surplus. Karine Leblanc will form a committee and develop plans for this event.

PAOE POINTS

Key Topics:

1. Karine Leblanc stated all Board members and Committee Chairs need to review the year's events and report the PAOE Points to Narendra Amarnani before the end of June.

Action Items:

1. All Board members and Committee Chairs are to review the year's events and report the PAOE Points to Narendra Amarnani before June 30.

WESTERN SECTION

Key Topics: None

NEXT MEETING DATE: Tuesday, July 13, 2010 at 4:00 PM at Donald F. Dickerson Associates, 6840 Hayvenhurst Avenue, 2nd Floor, Van Nuys, California, 91406

The August meeting will be held on Tuesday, August 3, 2010 at 4:00 at Donald F. Dickerson Associates, 6840 Hayvenhurst Avenue, 2nd Floor, Van Nuys, California, 91460.

Secretary

Executive Secretary