



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*
- 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

- Jai Agaram
- Sudhir Agrawal
- Bob Brennan
- Ryan Celaya
- Susan Chen
- Ishtiaq Chisti
- Mike Gallagher
- Chad Herrick
- David Kuo
- Don La Marr
- Clay Lampman*
- Pandora Lei
- Michael Levin
- Alex Munoz
- Ralph Panting
- Rene Peters
- Mike Taylor
- Phil Trafton*
- Jim Winkles

Minutes
of the
Board of Directors' Meeting
A California Corporation

July 8, 2008

*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 Les Freres Taix Restaurant, 1911 Sunset Boulevard, Los Angeles, California.

J. MICHAEL BURKE - PRESIDENT

Michael Burke asked Narendra Amarnani to give the Oath of Commitment to the newly elected Officers and Directors.

Key Topics:

- Mike Burke explained the 2008-2009 Chapter Theme “Greater Efficiency Today – Blue Skies Tomorrow – Maintain to Sustain”. The emphasis will be to build ASHRAE and encourage new membership.
- Mike distributed an Organizational Chart of Officers and Directors. It was suggested to add to the Organizational Chart additional boxes for related activities. Amar stated there needs to be a box for the Past President.

- Mike explained the new Time vs. Action graph. Each Chair will log all steps for an activity on a timeline projecting week by week the activities that should be accomplished.
- The Officers and Directors responsibilities were summarized, and Mike emphasized the importance of each person knowing his or her responsibilities.

Action Items:

- Past President Narendra Amarnani to be added to the Organizational Chart of Officers and Directors.
- Each Chair will use the Time vs. Action graph to project the steps in completing an activity in their department.

SECRETARY - ANDY KHECHOUMIAN

Key Topics:

- MINUTES OF 6-03-08: The minutes of the June 3, 2008 meeting were read.

Motion No: 7-08-1177: It was moved and seconded by Karine Leblanc and Joey Jiron, respectively, to approve the June 3, 2008 meeting minutes as submitted. The motion carried.

MEMBERSHIP – ANDY KHECHOUMIAN

Co-Chairs: Jai Agaram, Susan Chen, and Aaron Deutsch

Key Topics: None

ROSTER – ANDY KHECHOUMIAN

Product Directory – Chad Herrick

Key Topics: None

WEBSITE

KARINE LEBLANC

Key Topics: None

TREASURER – JEFFREY LANDRETH

Key Topics:

- Andy Khechoumian summarized the June Treasurer's Report.

Action Items:

- Andy to send the returned State of California’s Statement of Information to the accountant Ernest Hicks to clarify the change needed.

Motion No. 7-08-1178: It was moved and seconded by Joey Jiron and Aaron Deutsch, respectively, to receive the June Treasurer’s Report as submitted. The motion carried.

BUDGET AND AUDIT

PHIL TRAFTON

Key Topics:

- The 2008-2009 Budget was presented.
- Sol*Air Production costs are needed to calculate the Budget estimate for Sol*Air. Ishtiaq Christi will obtain this information.

Action Items:

- Ishtiaq Christi to obtain the Sol*Air production costs.
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FINANCE INVESTMENT

PHIL TRAFTON

Key Topics: None

PROGRAMS

KARINE LEBLANC – PRESIDENT-ELECT

Key Topics:

- Karine Leblanc will email the 2008-2009 Planned Program Schedule to the Board and Past Presidents. Suggestions may be made to her by email.

Action Items:

- Karine to email Program schedule.
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ATTENDANCE & RECEPTION

AARON DEUTSCH - DIRECTOR

Key Topics:

- Aaron Deutsch proposed the Dinner charges will be \$55 for Non-members, \$40 for Members, and \$10 for Students. It was decided attendees would be considered a “Member” if they are a member of *any* ASHRAE Chapter.

Attendees are considered a “Non-member” if they are *only* a member of Society.

- Aaron stated the goal is to have 80 people at the Dinners.
- Aaron asked for suggestions about the Dinner/Meeting dates of September 9 and November 4 as the both rooms at Taix are not available on those dates. After a discussion, it was decided to keep the dates of September 9 and November 4 even though there will be less space.
- There was a discussion of how to deal with badges at the dinners. This discussion will continue next month.
- Mike Burke stated all contracts should be reviewed by Jeffrey Landreth and Mike Burke.
- Aaron asked for ideas on ways to encourage members to bring a guest.
- Aaron stated he needed another member on his committee who would be attending the meetings and could help with Reception.

Action Items:

- In August, continue discussion on how to handle the issue of badges at Dinner/Meetings.
- Additional member needed for the Attendance and Reception committee.

Motion No. 7-08-1179: It was moved and seconded by Joey Jiron and Andy Khechoumian, respectively, to increase the Dinner charges to \$55 for Non-Members, \$40 for Members, and \$10 for Students. The motion carried.

**NOTICE OF MEETING
AARON DEUTSCH**

Key Topics:

- Aaron Deutsch stated the goal is to promote the ASHRAE Dinner/Meetings to non-members beyond the Chapter Membership List. Phil Trafton suggested using the larger Assigned ASHRAE Membership list of about 800 for the promotion.

Motions: None

**PUBLIC RELATIONS
CHAIR - TBA**

Key Topics: None

**HISTORIAN
JOE ABLAY - DIRECTOR**

Key Topics: None

**PUBLICATION AND NEWSLETTER
SCOTT NEITHERCUT - DIRECTOR**

Key Topics: None

**EDWARD H. SCHMIDT GOLF TOURNAMENT - October 24, 2008
JOEY JIRON - DIRECTOR**

Key Topics:

- Joey Jiron and Mike Burke to meet with Linda Schmidt and her daughters to discuss the Edward H. Schmidt Golf Tournament.

Motions: None

**SPRING GOLF TOURNAMENT
JOEY JIRON - DIRECTOR**

Key Topics: None

**SPRING SEMINAR – March 13, 2009
DIRECTOR - TBA**

Key Topics: None

**STUDENT ACTIVITIES
PANDORA LEI**

Key Topics: None

YEA

Key Topics: None

**RESEARCH PROMOTION
GABRIEL ALEJANDRE**

Key Topics:

SCHOLARSHIP

Co-Chairs: Ishtiaq Chisti, Clay Lampman

Key Topics: None

HONORS AND AWARDS

NARENDRA AMARNANI – PAST PRESIDENT

Key Topics:

- Amar announced Certificates will be presented to honor the following long time members:
 - Mr. Harold W. Phinney – 50 year Member
 - Mr. Ray H. Morton – 50 year Member
 - Mr. Kanjeebhai R. Patel – 50 year Member
 - Mr. Ernest S. Langer – 50 year Member
 - Mr. Harold Waterman – 50 year Member
 - Mr. Gilmore Jones – Life Member
 - Mr. Anilchandra Shenoy – Life Associate
 - Mr. David Smith – Life Associate

Motions: None

PAOE POINTS

NARENDRA AMARNANI – PAST PRESIDENT

Key Topics:

- Narendra Amarnani reported he had not received all the 2007-2008 summaries from the Directors and Chairs.

Action Items: All Directors and Chairs to send 2007-2008 summaries to Amar.

WESTERN SECTION

MICHAEL BURKE

Key Topics: None

CRC

KARINE LEBLANC – PRESIDENT-ELECT

Key Topics: None

**NOMINATIONS
DON LA MARR**

Key Topics: None

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

Key Topics: None

**REFRIGERATION
DIRECTOR - TBA**

Key Topics: None

NEXT MEETING DATE: Tuesday, August 12 at 4:00 pm at Taix Restaurant.

Motion No: 7-08-1180: It was moved and seconded by Clay Lampman and Jeffrey Landreth, respectively, to adjourn the meeting at 6:10 PM. The motion carried.

Secretary

Executive Secretary

