



MINUTES

BOARD OF DIRECTORS MEETING

TAMPA, FL

Wednesday, June 28, 2023

Approved by the Board of Directors on October 19, 2023.

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Wednesday, June 28, 2023

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PRINCIPAL APPROVED MOTIONS

Board of Directors Meeting

Wednesday, June 28, 2023

No. - Pg.	Motion
1 – 3	<p>The following motions be approved as a consent agenda:</p> <p>A. That Fiducient Advisors LLC be approved as ASHRAE investment advisor for fiscal year 2023-2024.</p> <p>B. That Jones and Kolb be approved as ASHRAE Certified Public Accountants for fiscal year 2023-2024.</p> <p>C. That the appropriate and required bank resolutions for institutions in which ASHRAE funds are deposited as executed by officers for fiscal year 2023-24 be approved.</p> <p>D. That King & Spalding LLP be retained as ASHRAE legal counsel for fiscal year 2023-2024.</p>
2 - 4	<p>ROB 2.104.015 be revised as follows:</p> <p>All attendees at Society Winter and Annual Meetings shall pay the applicable meeting registration fees except that the following shall be exempt from paying these fees: Host committee members, <u>first-time monitors</u>, special invitees, and press. The following discounted registration fees shall apply:</p> <p>A. Student members and faculty advisors shall be charged a registration fee of \$25.00.</p> <p>B. Conference speakers, session chairs, Conferences and Expositions Committee members, <u>repeat monitors</u>, Board of Directors members, spouses of officers, Presidential Members and Life Members will be charged a registration fee calculated by applying a 75% discount to the member full registration fee rounded up to the nearest \$5.00.</p>
3 - 5	<p>The Board Subcommittee recommends the following changes to the Rules of the Board regarding Fiscal Limits of Authority, indicated in the red text, be implemented.</p> <p>Paragraph 2.102.002.2 (66-01-23-10/79-01-28-07) Contracts for ASHRAE research and special projects over \$150,000 shall require two signatures, one must be the Director of Technology and any of the following for second signature – President, the President-Elect, or the Executive Vice President. The Director of Technology may sign contracts of \$150,000 and less.</p>
4 - 6	<p>The Board Subcommittee recommends the following subsection be added to section 2.101 General Rules of the Rules of the Board:</p> <p>2.101.010 General Requirements for Motions submitted to the Board of Directors for approval. All motions being submitted for approval to the Board of Directors shall include, as a minimum, the following sections: Motion, Background, Fiscal Impact, and Staff Impact. To support the fiscal impact and staff impact, each motion shall be accompanied by a completed and attached Project Evaluation Tool Excel workbook. The Project Evaluation Tool workbook</p>

	<p>is maintained by the Finance Committee. The most recent version of the tool will be provided to the chairs and staff liaisons to all councils and committees.</p>
5 – 7	<p>Society Rules Committee recommends to the Board of Directors that all references to spouse in the Rules of the Board be changed to the phrase spouse or significant other.</p>
6 - 8	<p>Society Rules Committee recommends to the Board of Directors that ROB Section 2.106.001.6 CIBSE be revised as follows:</p> <p>ROB Section 2.106.001.6 CIBSE (89-06-25-15/92-06-28-4A/96-02-18-07)</p> <p>In order to sustain the ASHRAE/CIBSE relationship, a subcommittee of the Executive Committee shall be formed consisting of <u>current/former BOD members and staff.</u></p>
7 - 11	<p>ASHRAE sponsor the CAR Student Design competition, in terms of travel, to the ASHRAE Winter Conference and AHR Expo.</p>
8 - 11	<p>ROB Section 2.106.001.6 CIBSE be revised as follows:</p> <p>ROB Section 2.106.001.6 CIBSE (89-06-25-15/92-06-28-4A/96-02-18-7)</p> <p>In order to sustain the ASHRAE/CIBSE relationship, a subcommittee <u>reporting to</u> of the Executive Committee shall be formed consisting of current/former BOD members and staff.</p>

ACTION ITEMS

Board of Directors Meeting

Wednesday, June 28, 2023

No. - Pg.	Responsibility	Summary of Action	Status	Goal Date
1 – 5	Austin	Ask the Publishing and Education Council to consider expanding the New Products Advisory Group to products outside of PEC.		



MINUTES
BOARD OF DIRECTORS MEETING

Wednesday, June 28, 2023

MEMBERS PRESENT:

Ginger Scoggins, President
Dennis Knight, President-Elect
Bill McQuade, Treasurer
Billy Austin, Vice President
Wade Conlan, Vice President
Ashish Rakheja, Vice President
Chandra Sekhar, Vice President
Jeff Littleton, Secretary
Steven Sill, Region I DRC
Ronald Gagnon, Region II DRC
Mark Tome, Region III DRC
Bryan Holcomb, Region IV DRC
Jim Arnold, Region V DRC
Susanna Hanson, Region VI DRC
Scott Peach, Region VII DRC
Joe Sanders, Region VIII DRC

Jonathan Smith, Region IX DRC
Buzz Wright, Region X DRC
Eileen Jensen, Region XI DRC
John Constantine, Region XII DRC
Cheng Wee Leong, Region XIII DRC
Mahroo Eftekhari, Region XIV DRC
Richie Mittal, RAL DRC
Doug Cochrane, DAL
Dru Crawley, DAL
Blake Ellis, DAL
Art Giesler, DAL
Kishor Khankari, DAL
Luke Leung, DAL
Corey Metzger, DAL
Heather Schopplein, DAL
Wei Sun, DAL

GUESTS PRESENT:

James Earley
Franco D'Atri
Keiron Nanan
Paula Hernandez
Parichehr Salimifard
Muhammad Farooq Saeed
Jaap Hogeling

Jennifer Nelson	Jennifer Leach
Eduardo Maldonado	Stephen Duda
Igor Mujan	Dennis Hassett
Sarah Bordenkecher	Enea Dimitris Tseno
Niss Feiner	Joshua Vasudevan
David Samayoa	
Jacqueline Hay	
MJ Ayyampudur	

STAFF PRESENT:

Candace DeVaughn, Sr. Manager - Board Services
Chandrias Jolly, Manager - Board Services
Vanita Gupta, Director - Marketing
Mark Owen, Director - Publications & Education
Kirstin Pilot, Director - Development
Stephanie Reiniche, Director - Technology
Alice Yates, Director - Government Affairs
Craig Wright, Director of Finance

Tammy Catchings, Manager of Region Activities
Jacob Karson, Assoc. Mgr. – Govt. Advocacy & Outreach
Emily Porcari, Manager – State & Local Govt. Affairs
Tony Giometti, Group Manager – Conference Programs

Ms. Scoggins asked if there was any further business to come before the assembly. Hearing none, she declared the 2022-23 ASHRAE Annual Meeting adjourned.

CALL TO ORDER

Ms. Scoggins called the meeting to order at 2:06 pm.

CODE OF ETHICS

Ms. Scoggins read the code of ethics commitment and advised that the full code of ethics statements and core values were available online.

ROLL CALL/INTRODUCTIONS

Introductions were conducted; members, guests, and staff were in attendance as noted above.

REVIEW OF MEETING AGENDA

Ms. Scoggins reviewed the meeting agenda. 'CAR Student Design Competition' was added to *New Business*.

OPEN SESSION – ADDRESSES TO THE BOARD OF DIRECTORS

No written comments were submitted.

Niss Feiner addressed the BOD. A summary of his comments are below:

Expressed concern about the venues for Society Conferences. Personally struggled greatly when deciding whether to attend a conference in Florida. Hosting meetings in Florida is antithetical to the goals of the Society. Please give great thought to where we choose to host our meetings.

REPORT OF THE 2023 ANNUAL MEETING

REPORT ON SPRING 2023 MEMBER BALLOT

Mr. Littleton reported that the annual member ballot was conducted by an outside audited agency. This year's membership ballot received 3,151 responses which is 7.17% of the 43,925 members eligible to vote. The ballot this year only included the election of officers and directors.

He reported that the Officers and Directors nominated by the Nominating Committee were elected by an overwhelming majority of those members responding to the ballot – greater than 98%.

TAMPA ANNUAL MEETING RECAP

Mr. Littleton asked each of the staff directors to provide updates on activities from the Annual Conference. A summary of those reports is below:

Mr. Owen, Staff Director of Publishing and Education - The total preliminary combined sales from the bookstore at the hotel was \$20,765 which is just \$2,111 more than Toronto, but close to \$14,000 less than Kansas City. For context, the average revenue for Annual Conference bookstores over the last ten years is a little under \$47,000.

The top three publication sellers this Society Year were the new 'Design Guide for Kitchen Ventilation,' the conference papers and seminars, and the 'Humidity Control Design Guide.'

Total attendance for ALL courses was 111, which is 35 more than Toronto but 100 fewer than Kansas City. The revenue total for ALL courses was \$16,130, which is \$2,500 less than Toronto and \$28,000 less than Kansas City in 2019. For context, the average revenue for Annual Conferences since 2014 is a little over \$30,000.

The top three ALL courses for the Society Year were:

- 1. Starting the Path to Net Zero Buildings Using ASHRAE Standard 90.1-2022*
- 2. Introduction to Building Decarbonization*
- 3. Guideline 36: Best of Class HVAC Control Sequences*

Mr. Giometti, Interim Staff Director of Member Services – Reported that there were 1,335 in person registrants, 118 virtual registrants, and 611 complimentary badge registrants for a total of 2,064 registrants.

He reported that the most popular in person sessions were:

- 1. ASHRAE Building Decarbonization Update*
- 2. Electrification Strategies for Building Decarbonization: Experience in New York*
- 3. Decarbonization for Hydronic Systems*
- 4. If Decarb Equals Electrification, Do We Have the Power?*
- 5. Lessons Learned from BAS Data: The most Common Operational Problems in HVAC Systems, and the Energy Savings from Fixing Them*

There were 17 live streamed sessions with the most popular being 'Electrification Strategies for Building Decarbonization.'

There was no hotel attrition; the pickup was 88% and the minimum was 80%.

CONSENT MOTIONS

It was moved and seconded that

- 1.** The following motions be approved as a consent agenda:
 - A.** That Fiducient Advisors LLC be approved as ASHRAE investment advisor for fiscal year 2023-2024.
 - B.** That Jones and Kolb be approved as ASHRAE Certified Public Accountants for fiscal year 2023-2024.
 - C.** That the appropriate and required bank resolutions for institutions in which ASHRAE funds are deposited as executed by officers for fiscal year 2023-24 be approved.
 - D.** That King & Spalding LLP be retained as ASHRAE legal counsel for fiscal year 2023-2024.

There was no discussion.

MOTION 1 PASSED (Unanimous Voice Vote, CNV).

COUNCIL REPORTS

MEMBERS COUNCIL

Mr. Knight reported on behalf of the Council. The full report was attached to the agenda.

Mr. Knight moved that

2. ROB 2.104.015 be revised as follows:

All attendees at Society Winter and Annual Meetings shall pay the applicable meeting registration fees except that the following shall be exempt from paying these fees: Host committee members, first-time monitors, special invitees, and press. The following discounted registration fees shall apply:

A. Student members and faculty advisors shall be charged a registration fee of \$25.00.

B. Conference speakers, session chairs, Conferences and Expositions Committee members, repeat monitors, Board of Directors members, spouses of officers, Presidential Members and Life Members will be charged a registration fee calculated by applying a 75% discount to the member full registration fee rounded up to the nearest \$5.00.

Mr. Knight reported that there were about 100 monitors serving at each conference. It is estimated that about 20% of those monitors volunteer on a yearly basis. The fiscal impact would be \$4,000 per conference.

MOTION 2 PASSED (Unanimous Voice Vote, CNV).

Mr. Knight reviewed information items.

PUBLISHING AND EDUCATION COUNCIL

Mr. Austin reported on behalf of the Council. The full report was attached to the agenda.

He reported that the Council had no recommendations for the BOD's consideration.

He reported that changes to the PEC MOP will be sent to SRC for review. The Council feels that the proposed changes will increase efficiency.

An internal PEC Nominating Committee was created to suggest qualified individuals to serve as committee chairs and as liaison to GAC.

Mr. Khankari asked if the New Products Advisory Group was limited to PEC members.

Mr. Owen advised that the intent was for the focus of the group to be only for products and services of PEC.

Mr. Khankari suggested that the group be expanded to other councils.

Mr. Austin ask the Publishing and Education Council to consider expanding the New Products Advisory Group to products outside of PEC.

TECHNOLOGY COUNCIL

Mr. Rakheja reported on behalf of the council. The full report was attached to the agenda.

He reported that there were no recommendations for the BOD's consideration.

He reviewed the list of standards, guidelines, and addenda approved by Standards Committee.

Tech Council approved jointly sponsoring ASHRAE Guideline 43, *Operations Guideline for Ventilation of Health Care Facilities*, with ASHE and jointly sponsoring ANSI/ASHRAE Standard 140, *Method of Test for Evaluation Building Performance Simulation Software*, with IBPSA, *International Building Performance Simulation Association*. Both have ASHRAE as the lead cosponsor following ASHRAE's ANSI development procedures.

He reported that Tech Council approved the reaffirmation of the following position documents:

- A. *Indoor Air Quality*
- B. *Unvented Combustion Devices and Indoor Air Quality*
- C. *Refrigerants and their Responsible*
- D. *Environmental Tobacco Smoke*
- E. *Climate Change*

Mr. Khankari asked if the financial impact of jointly sponsored guidelines was considered.

Ms. Reiniche advised that the new guidelines would be added to the existing agreement with ASHE. Having them cosponsor will be a win and will get the guides into the hands of more users.

FINANCIAL FOCUS SUBCOMMITTEE REPORT

Mr. Knight reported on behalf of the subcommittee. The full report was attached to the agenda.

Mr. Knight moved that

3. The Board Subcommittee recommends the following changes to the Rules of the Board regarding Fiscal Limits of Authority, indicated in **the red text**, be implemented.

Paragraph 2.102.002.2 (66-01-23-10/79-01-28-07)

Contracts for ASHRAE research and special projects **over \$150,000** shall require two signatures, one must be the Director of Technology and any of the following for second signature – President, the President-Elect, or the Executive Vice President. The Director of Technology may sign contracts of **\$150,000** and less.

Mr. Knight reported that the sections of the ROB on limits of authority (LOA) were modified and approved by the Board at the May 22, 2023, meeting. This motion is to add an increase in the limits of authority for special projects that were not picked up during the May 22, 2023, motion. All background information from May 22, 2023, is still relevant.

He reported that in May the BOD passed a motion to increase the limits of authority and this one was simply overlooked. The previous limit was \$100,000.

MOTION 3 PASSED (Unanimous Voice Vote, CNV).

Mr. Knight moved that

4. The Board Subcommittee recommends the following subsection be added to section 2.101 General Rules of the Rules of the Board:

2.101.010 General Requirements for Motions submitted to the Board of Directors for approval. **All** motions being submitted for approval to the Board of Directors shall include, as a minimum, the following sections: Motion, Background, Fiscal Impact, and Staff Impact. To support the fiscal impact and staff impact, each motion shall be accompanied by a completed and attached Project Evaluation Tool Excel workbook. The Project Evaluation Tool workbook is maintained by the Finance Committee. The most recent version of the tool will be provided to the chairs and staff liaisons to all councils and committees.

Mr. Knight reported that the motion was being made at the request of ASHRAE 2022-2023 President, Farooq Mehboob to put in place a standard method of evaluating the fiscal and staff impact of all motions brought before the BOD. The Project Evaluation Tool was presented to the BOD during the May 22, 2023 BOD meeting. Similar tools have been developed in the past and their use has been sporadic at best.

This tool should be used for any motions from BOD members, councils, committees, regions, CRCs, chapters, and individuals. This Subcommittee is not asking the BOD to approve the Project Evaluation Tool since it will be owned and maintained by the Finance Committee and will be subject to annual updates based on feedback received by users of the tool each year. The tool may be obtained from the Finance Committee and copies should be kept in all Council and Committee Basecamp folders for ready access.

The floor was opened for comment and discussion. A summary of the discussion is below:

Wonder if we ought to start including carbon or climate impact as another category. Would be useful to gather that information as well.

Spoke in favor of the motion. Suggest that we'll have to market it and put it somewhere easy to access. Have to start somewhere.

Speak in favor of the motion, generally. Most members do not fully understand staff impact. If it is required, will motions be rejected if it does not include this information?

It was clarified that it was not the intent that motions would be rejected. Will have to give it a couple of years for it to get baked in.

Encourage DRCs to reach out to staff for assistance with this item. Staff impact information could have an impact on the motion.

The purpose of the tool is to provide and identify that information. The ability to rank recommendations can be very helpful.

In favor of the motion. In the future, should at least have a placeholder for volunteer time. This addition allows the BOD to appreciate how much staff time has gone into an initiative.

Not sure why this would be necessary or helpful for approval of policy documents.

It was clarified that the tool presented in May does address volunteer time. Getting in the habit of having that line on motions forms. Could say 'none required' if not applicable.

MOTION 4 PASSED (30:0:0, CNV).

COMMITTEE REPORTS

EXECUTIVE COMMITTEE – JUNE 28, 2023

Ms. Scoggins reported. The full report was attached to the agenda.

She reported that there were no recommendations for the BOD's consideration. Information items were reviewed.

SRC

Mr. Rakheja reported on behalf of the committee. The full report was attached to the agenda.

Mr. Rakheja moved that

5. Society Rules Committee recommends to the Board of Directors that all references to spouse in the Rules of the Board be changed to the phrase spouse or significant other.

Mr. Rakheja reported that in an effort to align with initiatives carried out by the DEI Subcommittee, ROB references to spouse and his/her were discussed at length. It should be noted that the BOD was also gauged to determine if there was a preference among the group.

The definition of significant other, if approved, will also be added to the ROB as noted below:

Significant other is defined as a person who is important to one's well-being especially: a spouse or one in a similar relationship. Any person who has great importance to an individual's life or well-being or a strong influence on an individual's self-concept.

The committee has recommended that staff determine the best location for the definition.

MOTION 5 PASSED (Unanimous Voice Vote, CNV).

Mr. Rakheja moved that

6. Society Rules Committee recommends to the Board of Directors that ROB Section 2.106.001.6 CIBSE be revised as follows:

ROB Section 2.106.001.6 CIBSE (89-06-25-15/92-06-28-4A/96-02-18-07)

In order to sustain the ASHRAE/CIBSE relationship, a subcommittee of the Executive Committee shall be formed consisting of current/former BOD members and staff.

Mr. Rakheja reported that it was noted by staff that the above ROB section does not allow the President-Elect flexibility in appointing members during the setting of appointments. Typically, the President-Elect has appointed additional members to the subcommittee which has resulted in various waiver requests.

The proposed changes would allow the appointment of any volunteer or staff at the senior level to foster the ASHRAE/CIBSE relationship.

Mr. Leung spoke in favor of the motion. He expressed that he thought it was great to have interactions with CIBSE. Wonder why we don't evaluate deeper relationships with other groups.

Mr. Knight stated that there are other liaison committees and appointments.

Mr. Sekhar stated that the proposed red text does not say anything about the number of members.

Ms. Scoggins responded that the intention was to give the President-Elect discretion as to how many members to appoint.

Mr. Constantinide asked if there is a difference between the group referenced in the above ROB and the CIBSE/ASHRAE Work Group.

Ms. Scoggins responded that the Work Group is a subgroup of this Subcommittee. The Work Group manages their work plan.

MOTION 6 PASSED (28:1:1, CNV).

Mr. Rakheja reviewed the Committee's information items.

DEVELOPMENT COMMITTEE

Mr. Austin reported on behalf of the Committee. The full report was attached to the agenda.

He reported that as of 2:00 p.m., the RP campaign total is \$2,262,327. He expressed thanks to the RP donors and Committee.

The RP goal for the 2023-24 Society Year will be increasing.

He reported that the Committee is raising funds to provide discounts and product services to members in areas impacted by natural disasters. Direct financial support is not provided to individuals, but product replacement and discounts do have a fiscal impact.

ASHRAE SCOPE 3 EMISSIONS REPORT AND IMPLICATIONS

Ms. Scoggins reported that last year, the BOD approved funding to investigate Society's scope 1, 2, and 3 emissions. SCS Global was hired to do this work. The full report from SCS Global as well as a presentation was attached to the agenda.

Nor surprisingly, a majority of Society's emissions are scope 3, which are emissions we don't have full control over.

The report looked at BOD level and up as well as Society Conferences. The report then compared Society to several other nonprofits.

Recommendations were provided in the report. Will be focusing on this effort this Society Year to see what can be done to reduce Society's carbon emissions even more.

Mr. Sekhar asked if the comparison CO2 numbers are normalized in any way.

Ms. Scoggins responded that the only normalization is that the other groups are nonprofits.

Mr. Leung asked if it was possible to look at options to not only reduce but to get Society to net zero operations.

Ms. Scoggins responded that anything is possible. Net Zero operations would require purchasing offsets which the BOD would have to consider.

Mr. Peach stated that he found the report pretty general. Felt there was some misleading information. If we're spending the money we should count that travel here. Without the comparison being normalized in some way, it is not quite as helpful.

Mr. Feiner asked if the report includes Society's overseas staffing. Is there any way to get more information about those other organizations? Expressed concern that the impact is being under sold.

Ms. Scoggins responded that SCS Global did report that most organizations are not even looking at scope 3 emissions.

Ms. Yates reported that this was done in record time. ASHRAE is taking a huge leadership role in even asking the question. The goal of the report is transparency.

She encouraged the BOD to look at the report as a good news story. The BOD should be proud.

Mr. Littleton stated that he found it interesting that carbon calculations are based on financials. Felt we could get more accurate carbon calculations if we get to the point of miles traveled as opposed to dollars spent.

Mr. McQuade stated that the purpose of the report was to baseline Society so that work can be done to get to net zero over time. There were some assumptions made in the report that were to our detriment.

Very few firms have investigated scope 3 at all so it was hard to find any nonprofits to do the comparison with.

Reminded the BOD that carbon reduction is a journey.

Mr. Crawley stated that the report is a fabulous first step.

Mr. Ellis stated that Society has to start somewhere. For the data that was hard to gather or inaccurate, analysis can be done to possibly correct it.

Ms. Eftekhari suggested that the next step could be to create a webpage and challenge other organizations to provide their carbon footprint.

2023-24 GOALS

Ms. Scoggins reported that she will have five objectives for the Society Year. She reviewed the five objectives and related assignments. The list of goals and objectives were attached to the agenda.

It was asked if it had been considered for the chapters to conduct a project or purchase carbon offsets for Presidential visits.

Ms. Scoggins expressed thanks for the suggestion and stated that Mr. McQuade will consider them as he works throughout the year.

Mr. Sekhar asked if something can be done at Society Conferences in terms of the meeting room temperature situation. Can Society make a statement that some of the rooms shouldn't be as cold as they have been in Tampa? Think this is an opportunity for Society to make a statement.

He reported that in his Region, they have prepared attendees that the temperature in the meeting rooms will be higher than what may be typically anticipated.

Mr. Littleton stated that it is appealing to hotels to work with organizations like ASHRAE so the hotels can demonstrate sustainability leadership. Society's most recent contracts do have a provision for volunteers to meet with the hotels to discuss IEQ and thermal comfort could be added.

Ms. Leach stated that with respect to the TFBD, would like to say that 9.6 and 6.1 are clamoring to own some of this information.

Mr. Constantinide expressed his opinion that there is a great opportunity for CTTC and the DL Program as well. How chapters and regions will have their carbon measured will be different than how this is done at Society level.

Mr. Leung stated his opinion that in the next couple of years, Society needs to transform and recognize a different future; education will be huge.

2023-24 BOD MENTORS

Ms. Scoggins reported that the President typically assigns BOD mentors each year. The list of mentor assignments was attached to the agenda.

She reported that new members should feel free to reach out to their mentor with any questions.

NEW BUSINESS

CAR STUDENT DESIGN COMPETITION

Mr. Leong moved and Mr. Gagnon seconded that

7. ASHRAE sponsor the CAR Student Design competition, in terms of travel, to the ASHRAE Winter Conference and AHR Expo.

Mr. Littleton reported that the estimated fiscal impact is \$7,500. If approved, the program can be resumed using the previous guidelines. Is a fantastic problem and is a big deal for the universities and students that win.

Mr. Sun expressed his opinion that is a good idea to support international student activities.

Mr. Knight spoke in favor of the motion. This program simply fell off the radar during the pandemic; was not reinstated when Society eliminated pandemic austerity measures.

Mr. Leung stated that as engineers and humans we should break down the walls and make connections.

Ms. Schopplein spoke in favor of the motion.

Ms. Eftekhari stated that these students are the future of our industry and Society.

MOTION 7 PASSED (Unanimous Voice Vote, CNV).

Mr. Conlan moved and Mr. Ellis seconded that

8. ROB Section 2.106.001.6 CIBSE be revised as follows:

ROB Section 2.106.001.6 CIBSE (89-06-25-15/92-06-28-4A/96-02-18-7)

In order to sustain the ASHRAE/CIBSE relationship, a subcommittee **reporting to** of the Executive Committee shall be formed consisting of current/former BOD members and staff.

Mr. Conlan reported that a recent change to this section conflicts with the people listed, who are intended to be on this subcommittee versus those allowed to be on the subcommittee based on the language.

“Subcommittee of the Executive Committee” means that the set of people allowed to be on the subcommittee can only be members of ExCom.

“Subcommittee report to the Executive Committee” means that the subcommittee can be those listed as current/former BOD members and staff that then report to ExCom.

MOTION 8 PASSED (29:0:1, CNV).

Mr. Giesler abstained.

INFORMATION ITEMS

Ms. Scoggins reviewed information items attached to the agenda.

UPCOMING MEETINGS

Ms. Scoggins reviewed upcoming BOD meetings.

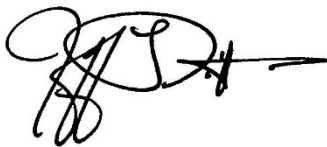
EXECUTIVE SESSION

Executive session was called at 4:27 p.m.

Open session reconvened at 5:13 p.m.

ADJOURNMENT

The meeting adjourned at 5:13 p.m.

A handwritten signature in black ink, appearing to read 'J. Littleton', with a horizontal line extending to the right.

Jeff H. Littleton, Secretary