



“Sustaining ASHRAE through Leadership”

OFFICERS:

President: Dennis Christie
Climatec, Engineered HVAC Solutions
13715 Stowe Drive
Poway, CA 92064
(858) 391-7000
dennisc@climatec.com

President-Elect: Rebecca Haehn
Trident Technologies
7425 Mission Valley Rd., Suite 207
San Diego, CA 92108
(619) 688-9600
rhaehn@tridenttech.com

Secretary: Heather Schopplein, P.E.
Bender Dean Engineering
438 Camino Del Rio South
Suite 217
San Diego, CA 92108
(619) 704-1900 x 104
hschopplein@benderdean.com

Treasurer: Hugh Egan
Climatec Engineered HVAC Solutions
13715 Stowe Drive
Poway, CA 92064
(858) 391-7007
hegan@climatec.com

BOARD OF GOVERNORS:

Mark Richards, P.E., Past-President
Jerry Hartford, P.E.
Mark Silke
Jennifer Felsburg
Bruce Brown
Cindy Hyatt

COMMITTEE CHAIRS:

Attendance/Reception:

Heather O'Donnell

Auditing:

Lyle Sarver
Roy Campbell

Finance:

Hugh Egan

Historian:

Terry Erickson
Rick Springe

Honors and Awards:

Walter Houle, P.E.

Membership:

Eric Glatz, P.E.

Mentoring:

Bill Reagan

Newsletter:

Jennifer Felsburg

Nominating Committee:

Mark Bender, P.E.

PAOE:

Heather Schopplein

Programs/CTTC:

Rebecca Haehn

Publicity/Welcoming:

Cindy Hyatt

Refrigeration:

Jerry Hartford, P.E.

Research Promotion:

Andy Nash

Special Events:

Mark Silke

Student Activities:

Mike Techner

TEGA:

Jerry Hartford, P.E.

Website:

Kevin Blankemeier

YEA:

Kevin Blankemeier

ASHRAE San Diego Foundation

Board of Directors:

Mark Richards, P.E.,
Mike Frazier
Verle Williams, P.E.
Chuck Poindexter
Bill Reagan
Walter Houle
Jim McKinley, P.E.

Board of Governors Meeting Minutes

Date: February 14, 2012

Location: The Butcher Shop

Start: 10:45 AM

End: 11:40 AM

Secretary: Heather Schopplein

Attendees:

Dennis Christie (Presiding President)

Heather Schopplein (BOG)

Rebecca Haehn (BOG)

Hugh Egan (BOG)

Jennifer Felsburg (BOG)

Mark Silke (BOG)

Cindy Hyatt (BOG)

Andy Nash

Ian Schnoor

Mike Techner

Mark Bender

1. 10:45: Meeting Called to Order by Dennis Christie (DC)
2. 10:45-10:49: ASHRAE Chapter Logo
 - a. Prior to BOG meeting DC had emailed out information on the new ASHRAE logo, including design guidelines, color choices, etc.
 - b. All board members had an opportunity to review the documents prior to the meeting, and suggest a logo design and color.
 - c. Cindy Hyatt (CH) suggested the vertical design, green lettering, bold chapter name.
 - d. Heather Schopplein (HS) suggested horizontal design, Barbados blue lettering, bold chapter name.
 - e. General discussion on horizontal versus vertical and color.
 - f. Motion by Jennifer Felsburg (JF) motioned to have the San Diego logo in the horizontal format, with bold chapter name, and Barbados blue lettering.
 - i. Seconded by HS
 - ii. Approved Unanimously
3. 10:50: General Business
 - a. Review of January BOG Meeting Minutes
 - i. No comments
 - ii. Motion by CH to approve January meeting minutes
 1. Seconded by Hugh Egan (HE)
 2. Approved Unanimously
4. 10:50-11:35: Parliamentary Procedure by CH
 - a. CH passed out hand outs on Robert's Rules of Order/Parliamentary Procedure to all present.

CHAPTER MAY NOT ACT FOR SOCIETY



- b. Parliamentary procedure has a fixed agenda, which we follow closely. Our only difference is that we wait to make announcements at the chapter meeting.
- c. Quorum, according to the bylaws, is 2/3 of the board to have a meeting with voting on motions (to be able to present motions).
- d. To pass a motion we only need majority approval.
- e. Our board is currently 9 members (with Dan Noto and Bruce Brown moving out of town). Therefore we need 6 board members to be able to present motions at meetings.
- f. Procedure for motions
 - i. Present motion (include suggested outcome)
 - ii. Second motion
 - iii. Debate motion
 - iv. Subsidiary Motion (if applicable)
 - v. Vote on motions*
 - 1. Cannot vote on a motion until all amendments/subsidiary motions have been addressed.
- g. Motion example 1:
 - i. Person X Proposes a motion
 - ii. Chair calls for a second
 - iii. Person Y Seconds the motion
 - iv. Chair asks for discussion on said motion
 - v. Chair calls for a vote on motion
 - vi. Majority vote "yes" approves motion as proposed
- h. Motion example 2:
 - i. Person X Proposes a motion
 - ii. Chair calls for a second
 - iii. Person Y Seconds the motion
 - iv. Chair asks for discussion on said motion
 - v. Person Z motions to amend motion
 - vi. Chair asks for discussion on said amendment
 - vii. Chair calls for a vote on amended motion
 - viii. If majority of board approved amended motion, said amended motion now becomes the main motion
 - ix. Chair asks for additional discussion on motion
 - x. Chair calls for a vote on motion
 - xi. Majority vote "yes" approves motion
- i. Motion example 3:
 - i. Person X Proposes a motion
 - ii. Chair calls for a second
 - iii. Person Y Seconds the motion
 - iv. Chair asks for discussion on said motion
 - v. Chair calls for a "if no objection..." we can pass the motion (on general consent)



- j. General Guidelines (to be both at our meetings and at CRC)
 - i. Laying a motion on the table (can come back to the motion later in the meeting or at the next meeting)
 - ii. Laying a motion to postpone indefinitely (allows members to dispose a motion without agreeing or disagreeing to it). The motion can be re-presented/re-written and proposed at another meeting
- k. There is a copy of these rules, guidelines, etc on the website.
- l. We should consider re-reviewing these procedures at our next planning meeting for potential new board members.
- 5. 11:35-11:40: Standard Business
 - a. Treasurer Report by HE
 - i. Tax documents are in to the CPA
 - ii. The holiday party did as expected, and finances for event have been finalize and reconciled.
 - b. Research Promotion
 - i. We did not meet our deadline for PAOE points of Dec 31st for 30% of our goal submitted to society
 - ii. Andy Nash (AN) will put together a motion on RP distribution (ASHRAE RP Foundation vs ASHRAE RP) for a future meeting
 - c. National Engineers Week
 - i. Ian Schnoor (ISc) will be taking over NEW for Bruce Brown.
 - ii. ISc stated that there are currently 7 spots open at the ASHRAE tables. He will need names today for people wishing to fill in those spots.
- 6. 11:40-11:45: New Business
 - a. Nominating Committee
 - i. Mark Bender (MB) has started a nominating committee, including Rick Des Lauriers and Jennifer Felsburg. DC will make an announcement at the regular meeting that if people are interested in holding a position let MB know.
 - ii. MB will present a list of candidates at the next meeting.
- 7. 11:45: Motion by DC to adjourn meeting.
 - a. Seconded by CH
 - b. Approved Unanimously