

MINUTES

RP COMMITTEE ANNUAL MEETING – LONG BEACH 2017

<u>Members Present</u>	<u>Guests</u>
Darcy Carbone, Chair	Doug Cochrane
John Rieke, Incoming Chair	Jim Fields
Derek Crowe, Vice Chair	John Harrod
Scott Martin, Vice Chair	Mike Hart
Andrew Manos, RVC Region I	Nicolas Lemire
Anthony Jonkov, RVC Region II	Mark Miller
JD Karnik, RVC Region III	Keith Yelton
Matt Rowe, RVC Region IV	
Jack Kibort, RVC Region V	
Glenda Ama, RVC Region VI	
Scott Peach, RVC Region VII	
Mike Donovan, RVC Region VIII	
Cory Law, Incoming RVC Region IX	
Karine LeBlanc, Incoming RVC Region X	
Ruth Armstrong, RVC Region XI	
Jason Hardman, RVC Region XII	
Ching Loon Ong, RVC Region XIII	
Liviu Drughean, Incoming RVC Region XIV	
Aakash Patel, Incoming RVC Region RAL	
Tiffany Bates Abruzzo, RP Consultant	
Dennis Knight, RP Board Ex-Officio	

I. Call to Order / Roll Call

Martin called the meeting to order at 7:36 AM. Mumford introduced herself. Roll call was taken and incoming RVCs introduced themselves.

A. Code of Ethics Commitment

Carbone read the below Code of Ethics:

“Commitment to the ASHRAE Code of Ethics – In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests. (See full Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)”

B. Review roster information

Everyone was asked to review the information on the roster. Karnik asked his company to be changed to AECOM.

C. Introduction of visitors

Doug Cochran introduced himself and said he is dropping of money for the campaign. Keith Yelton, John Harrod, Mark Miller, Mike Hart, Jim Fields, and Nicolas Lemire all introduced themselves as well.

D. Funding of Top Dog Award

Carbone passed the envelope for Top Dog and asked everyone to put in \$20.

II. Review of Agenda

Carbone mentioned Scholarships are being added to item 9A and the other items will shift accordingly.

III. Approval of Minutes (1/17)

Donovan moved, Armstrong seconded,

- 1) That the minutes from the RP Committee meeting in Las Vegas, January 2017, be approved.**

14-0-0 CNV

MOTION PASSED

IV. Review Action Items

Gotzmer reviewed the Action Items and announced all were complete. There was no further discussion.

V. Representative Remarks

Knight introduced himself and gave a presentation from the ASHRAE Board about interesting things going on in ASHRAE.

VI. Ongoing Business

A. Assigned Actions/Items/Motions/Ad Hoc

Carbone announced the motion to change the committee name to RP failed.

B. 2016-17 MBO Results

Carbone reviewed the MBO results.

VII. ExCom Report

A. Highlights & Committee Actions

Crowe reviewed the motions, reviewed the regional results, goals, RVC job description updates, incoming MBO review, dates for training and assignments.

B. Manager's Report

Mumford gave her Manager's report. She reviewed the Collins award nominations and asked for these nominations to be given by July 15th.

Staff was asked to send the list of what is on the Collins worksheet and a good/bad example of nominations to the Committee.

VIII. Regional Business

A. 2016-17 Estimates & Highlights

The below estimates and highlights were given by each RVC (or Vice Chair on behalf of a missing RVC):

Reg I – 210,000. 12 out of 15 make goal. NE and Twin Tiers won't make it.

Reg II – 169-173,000. 7/9 make goal. Quebec will not.

Reg III – 231,000. 7/11 made goal. Hoping Baltimore will come in.

Reg IV – 180,700. Sending in money late. All 7 make goal. Least performing chapter (South Carolina) in Region will be making Challenge!

Reg V – 130,000. Lots of money coming in 8/12 met goal.

Reg VI – 160,000. 3 met goal and 2 never have. Checks will be overnighted – 44,000 for sure.

Reg VII – 128,000

Reg VIII – 510,000. Over half a million. 12/15 will make goal.

Reg IX – 239,700. Idaho check coming in, hopefully. Golf 10 days ago.

Reg X – 184,000.

Reg XI – 173,000. Make goal. Regina should be dropping off a check at the meeting. Nail biter due to late events. Inland Empire will be absorbing Mid-Columbia (becoming section).

Reg XII – 150,000. \$30k promised for this week.

Reg XIII – 48,000. All 10 have made goal.

RAL – 21,000.

B. Development Committee update

Nothing to report at this time.

C. 2017-18 Goals

Carbone introduced Rieke. She explained that Rhamy Morrison was supposed to be the incoming chair, but he was not able to fulfill the commitment. In such short notice, it was decided that a previous RP Chair should fill the role and Rieke was happy to take on that role.

The below goals were given by the RVCs for the 2017-18 campaign:

Reg I – 201,500

Reg II – 176,000

Reg III – 189,700

Reg IV – 180,000

Reg V – 130,000

Reg VI – 170,000

Reg VII – 140,000

Reg VIII – 420,000

Reg IX – 247,000

Reg X – 187,000

Reg XI – 171,000

Reg XII – 150,000

Reg XIII – 47,300

Reg XIV – 3,500

RAL – 33,000

D. 2017-18 MBO

Rieke reviewed his MBO for 2017-18.

E. 2017-18 CRC Workshop

Gotzmer informed the RVC that they are supposed to conduct a 2 hour RP Training at their CRCs. Gotzmer reminded them if they need presentations or other resources to reach out to Staff.

F. 2017-18 Centralized Training

Mumford explained when the Trainings are and asked RVCs to really encourage chairs to attend.

IX. Other Business

Abruzzo requested that a year-end total of her endowment be sent to her, as well as doing this for all other endowments. Staff said they will look into the best way to do this.

AI(2)

Donovan asked his underendowed funds in Region VIII be sent to him and all the RVCs agreed they would like the same thing. Gotzmer said Staff will send it out as soon as Accounting has those figures available.

AI(3)

A. Scholarships

Martin introduced a clarification of scholarships is needed. Martin is going to head up a subcommittee with Donovan and Hart.

AI(4)

B. Recognition of Top Dog Winner

Carbone announced Karnik as the winner of the Top Dog Award due to his ability to create a plan, stay constant, and work through the plan earning great success.

C. Recognition of retiring committee members

Carbone recognized the following RVCs rolling off the committee: Manos, Jonkov (rolling onto ExCom as a Vice Chair), Ama, Farrish, Alvi, and Fouad. Those in attendance received plaques and a YETI as a thank you.

D. Chair's Closing Comments

Carbone thanked everyone for their support throughout her time on RP. She wished John well and said she looks forward to keeping in touch with RP because it is a great Committee!

E. Recognition of incoming RVCs and VC

Rieke introduced the new RVCs in attendance and announced Abruzzo will be staying the Consultant for another year and Jonkov will be coming on to ExCom as a Vice Chair.

F. Next Meeting date (Jan. 20 – Chicago)

X. Adjournment

The RP Committee adjourned at 11:13 AM.

Motions

RP COMMITTEE
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No. – Pg.

Motion

1 – 2

that the minutes from the Winter Meeting in Las Vegas be approved

Action Items

RP COMMITTEE ANNUAL MEETING – LONG BEACH 2017

<u>No. Pg.</u>	<u>Responsibility</u>	<u>Action Item</u>	<u>Status</u>
1 – 2	Staff	The Committee asked Staff to send the list of what is on the Collins worksheet and a good/bad example of nominations to the Committee.	Incomplete
2 – 3	Staff	Abruzzo requested that a year-end total of her endowment be sent to her, as well as doing this for all other endowments.	Partially Complete
3 – 3	Staff	Donovan asked his underendowed funds in Region VIII be sent to him and all the RVCs agreed they would like the same thing.	Complete
4 – 3	Martin	A subcommittee to be formed to review Scholarship guidelines.	Complete