

MEETING MINUTES

ASHRAE TC 1.6 Dallas, TX

January 28, 2013 4:15 – 6:30 PM

Sheraton Live Oak (H2)

Members Present	Year Apptd	Members Present	Year Apptd	Members Absent
<b><u>VOTING MEMBERS:</u></b>				
D. Bornside - Chair		J. Palma		B. Kilgis – VM,Program
B. Billedeaux – Vice Chair		V. Penar		L. Drake – VM
R. Lautz – Secretary				
C. Dale-Derks – Research, Standards				
J. Hogeling –NQM, Handbook				
J. Leach				
A. Hallstrom - VM		K. Thraslen – Tech		

**I. CALL TO ORDER**

- a. Chair (Bornside) called the meeting to order at approximately 4:20 pm.

**II. INTRODUCTION OF MEMBERS AND VISITORS**

- a. Roll Call 6 of 8 voting members present
- b. Jose Palma, visiting, PCM
- c. Bill McQuade, in coming for TAC.

**III. REVIEW OF AGENDA**

- a. No changes to the agenda were made

**IV. APPROVAL OF PREVIOUS MINUTES**

- V. Meeting minutes were read. Motion to approve minutes as corrected (Leach, Dale-Derks: 5-0-0-3 CV). **CHAIR REPORT**
- a. **TCC breakfast**
    - i. High Tower Award
    - ii. Youth Mixer (YEA) – TAC sponsored event to informally introduce young engineers to ASHRAE technical committees and other activities.
    - iii. Website is up to date, except need to upload the minutes.
    - iv. Future ASHRAE meetings will have all attendees paying admission for the technical program. Admission will be reduced to about \$400 for everyone. In addition, presenters will be offered a discounted (about \$100) admission. This raised some questions as to whether presenters who only present and do not attend the technical programs would be charged. This prompted concern and discussion.
    - v. Members are to be reminded that they cannot represent the committee in any public statements. Only Board approved Position Statements may be used, otherwise it needs to be made clear that it is a personal opinion.
    - vi. MTG EAS (Energy efficient Air handling System for non-residential buildings). Leach
    - vii. Sub committee meetings need to go through ASHRAE to set up.
- VI. **COMMITTEE REPORTS**
- a. **Handbook** (Billedeaux):
    - i. Fundamentals Chapter 37, Abbreviations and Symbols (due June 7, 2012)
      1. Check NIBS NCS 5.0 for new abbreviations in CAD
    - ii. Fundamentals Chapter 38, Units and Conversions (due June 28, 2012)
    - iii. Bruce will take first pass and have ready for review February 28, 2012
    - iv. Vote June 29 letter ballot (8,0,0,CV)
  - b. **Research** (Dale-Derks) – None
  - c. **Program** (Kilkis – not present) - None
  - d. **WebMaster** (Billedeaux) – None
  - e. **Standards** (Dale-Derks)
    - i. **SSPC-134 Graphic Symbols** (Bornside) – The Chair indicated that there was no plan to amend or update and that there were no comments.
- VII. **LIAISON REPORTS**
- a. Bruce PEC report
- VIII. Report by Bruce Billedeaux
- a. As a member of PEC Mr. Billedeaux is delivering a report by Steve Comstock concerning the business case for the ASHRAE Wiki. This report summarizes that there is likely insufficient revenue to cover the expected costs to maintain the Wiki. Mr. Billedeaux will speak in favor to maintain the wiki despite the lack of a clear business model.
  - b.
- IX. **OLD BUSINESS**
- a. None
- X. **NEW BUSINESS**
- a. Wiki sub-committee
    - i. Provided Harmonized list to SSPC 90.1
    - ii. Will add figures from definitions to harmonized definition only.
    - iii. Will not add tables, symbols or equations. These are standard specific.
  - b. Schedule for Wiki/APR meetings.
    - i. Continue to meet every two weeks via webex.

- c. The next meeting of the committee will be Monday, June 24 at the ASHRAE Annual meeting in Denver.

***XI. ADJOURNMENT***

- a. Adjournment by Chair at 6:06 PM. (Dale-Derks, Billedeaux)