

## 2008 – 2009 Year End Report

*Hampton Roads Chapter*



**Washington, DC  
August 13 – 15, 2009**

*Delegate: Steve Lowe, PE*

*Alternate: Gary Hayden, PE*

**Chapter Regional Conference 2009**  
**Region III**  
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## SECTION I

### ASHRAE Hampton Roads Chapter Leadership Roster Society Year: 2008 – 2009

#### OFFICERS:

President .....	Steve Lowe
President-Elect .....	Gary Hayden
Vice-President .....	Rob Ainsley
Secretary .....	Paul Butler
Treasurer .....	Bill Quinn

#### COMMITTEE CHAIRS:

Membership Promotion.....	Douglas Henderson
Student Activities .....	Gary Hayden
Student Advisor (TCC) .....	None
Student Advisor (ODU) .....	None
Historian .....	Joe Hahn
Refrigeration .....	Open
Research Promotion .....	Forrest Morgan
Chapter Technology Transfer.....	Ben Sablan

#### BOARD OF GOVERNORS:

Governor .....	Joe Hahn
Governor .....	Ben Sablan
Governor .....	Douglas Henderson

**SECTION II**

**CRC Summary Form**

See attached CRC Summary Form.

**2008-09 – ASHRAE CRC SUMMARY REPORT**

**2008-2009 ASHRAE CRC CHAPTER SUMMARY REPORT**

REGION	<u>III</u>		
CRC LOCATION	<u>WASHINGTON, DC</u>		
CHAPTER	<u>HAMPTON ROADS</u>		
CHAPTER NUMBER	<u>027</u>	CHAPTER WEBSITE	<u>HAMPTONROADS.ASHRAECHAPTERS.ORG</u>

	<b>YTD/REPORTED 2008-2009</b>	<b>REPORTED 2007-2008</b>	<b>REPORTED 2006-2007</b>
<b>1. MEMBERSHIP PROMOTION</b>			
NUMBER OF AREA-ASSIGNED MEMBERS (AAM)	<u>202</u>	<u>201</u>	<u>218</u>
NUMBER OF CHAPTER DUES PAYING MEMBERS (CDPM)	<u>110</u>	<u>197</u>	<u>201</u>
NUMBER OF NEW MEMBERS TO DATE (AAM)	<u>15</u>	<u>20</u>	<u>14</u>
NUMBER OF MEMBERS DELINQUENT TO DATE (AAM)	<u>65</u>	<u>45</u>	<u>69</u>
<b>2. STUDENT ACTIVITIES</b>			
NUMBER OF NEW STUDENT MEMBERS	<u>12</u>	<u>4</u>	<u>0</u>
NUMBER OF ACTIVE STUDENT BRANCHES	<u>0</u>	<u>0</u>	<u>0</u>
<b>3. CHAPTER TECHNOLOGY TRANSFER</b>			
NUMBER OF CHAPTER TECHNOLOGY AWARDS	<u>0</u>	<u>0</u>	<u>0</u>
NUMBER OF PRESENTATIONS ON REFRIGERATION TECHNOLOGY	<u>1</u>	<u>1</u>	<u>0</u>
NUMBER OF CHAPTER TECHNICAL SESSIONS, TECHNICAL SEMINARS, PROGRAMS OR TOURS	<u>8</u>	<u>2</u>	<u>3</u>
NUMBER OF SOCIAL EVENTS HELD SEPARATE FROM A TECHNICAL PROGRAM (I.E., GOLF TOURNAMENTS, CHRISTMAS PARTY, PICNICS, ETC.)	<u>3</u>	<u>4</u>	<u>3</u>
CHAPTER MONTHLY MEETING ATTENDANCE (AVERAGE)	<u>35</u>	<u>30</u>	<u>28</u>
<b>4. RESEARCH PROMOTION/FUNDRAISING</b>			
CHAPTER GOAL	<u>\$7,400</u>	<u>\$7,400</u>	<u>\$7,256</u>
TOTAL DOLLARS CONTRIBUTED	<u>\$2,989</u>	<u>\$8,350</u>	<u>\$3,220</u>
<b>5. CHAPTER HISTORY</b>			
CHAPTER HISTORICAL DISPLAY AT CRC	<u>YES</u>	<u>YES</u>	<u>YES</u>
CHAPTER HISTORY MOVED TO WEB SITE	<u>YES</u>	<u>YES</u>	<u>YES</u>
<b>6. FINANCES</b>			
TOTAL FUNDS BALANCE	<u>\$49,341.06</u>	<u>\$48,941.82</u>	<u>\$84,524.48</u>
CHAPTER DUES	<u>\$30</u>	<u>\$30</u>	<u>\$30</u>
MEMBER COST OF MEALS	<u>\$12</u>	<u>\$15</u>	<u>\$20</u>
DATE OF LAST CHAPTER AUDIT	<u>7/2008</u>	<u>7/2008</u>	<u>05/19/2006</u>

**FALL CRCs – ENTER DATA FOR THE YEAR JUST COMPLETED IN THE “YTD REPORTED” COLUMN AND ENTER DATA FOR YEAR-END RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.**

**SPRING CRCs – ENTER DATA FOR THE CURRENT YEAR IN THE “YTD REPORTED” COLUMN AND ENTER YTD RESULTS OF PREVIOUS YEARS IN THE LAST TWO COLUMNS.**

## SECTION III

### **OVERVIEW:**

The Board and Committee Chairs did an exceptional job and worked very hard to make this year a success. The board members should be commended for all their efforts. Gary Hayden stepped up to perform the job of President-Elect this year to fill the void left by the sudden departure last year of our Vice President. Gary's TC and DL activities made him more than qualified to take on this role immediately rather than going through the positions in the traditional manner. This year also marked the second of Gary's service as the Student Activities Chairman. During his first year, Gary was instrumental in setting up the endowed scholarship at Old Dominion University.

I am happy to report that the chapter continues to be financially sound. The chapter checking account remains basically flat year-over-year. This is despite the fact that we have had several large events, with two of them being the first of their kind for our chapter. We have exercised close oversight and communication so that "lessons learned" from past events are not forgotten.

Our crowning achievement was the 1<sup>st</sup> Annual Fall Pig Roast Benefit, held on 11/22/2008 at First Landing State Park in Virginia Beach. We raised approximately \$5,000 for energy improvements at St. Mary's Home for Disabled Children. The \$5,000 raised at the event was matched by a donation from the local chapter of IFMA for a total of \$10,000 for the project. We received all necessary approvals just last week (week of 8/3) to proceed with the installation of solar panels, tanks, piping, and pumps to provide a fully functional solar domestic water heating system. We intend to monitor the performance of the system to determine how much the \$10,000 donation actually contributes to the bottom line operation of this deserving charity. We are currently planning the 2<sup>nd</sup> annual Fall Pig Roast Benefit and the Board has selected the local charity ForKids as the beneficiary. Again, the proceeds will go toward energy improvements at the various properties owned by the charity.

We did not meet the goal for Research Promotion donations; however, we were right on target with our historical level of fundraising for RP. Last year was the first time that the Hampton Roads Chapter met the fundraising goal since the 2001-2002 year, so this is not an unexpected shortcoming. The Board has decided to alter our approach to RP fundraising going forward. Rather than relying on the mildly successful fall golf outing, we had our first Family Night at the Ballgame on 7/18 at Harbor Park in Norfolk. This event was well attended and will be reflected in next year's donation. This proactive approach, headed up by our RP chair Forrest Morgan, has gotten us off to a great start for the 2009-2010 campaign.

The spring scholarship golf tournament was a great success. We made over \$3,000 which will provide funds to meet our commitment to fully fund the ODU endowed scholarship. The chapter is committed to an annual donation of no less than \$2000 through 2011. The establishment of this scholarship has strengthened our ties with ODU and the increased interaction and communication between ODU and the chapter is promising. We hope to establish a student chapter within the next year or two.

We continued to hold lunch meetings and programs in lieu of dinner programs. This included changing the locations (i.e. local engineering offices or representative offices) and providing box type lunches. This allowed us to reduce the cost of the meal and increased attendance to the meetings.

The success of the Hampton Roads Chapter was due to the support of Past Presidents, Committee Chairs and the Membership. The chapter remains very active on the Regional and Society level.

Chapter Operations exceeded PAR with 635 PAOE points.

Following are details highlighting each committee:

### **MEMBERSHIP PROMOTION:**

Past President Douglas Henderson did an excellent job with the Membership committee. Scott Almond, another past president help with the committee activities and through the effort of these two dedicated members, we exceeded reaching PAR with 1265 PAOE points.

### **STUDENT ACTIVITIES:**

We achieved Minimum with 300 PAOE points.

### **CHAPTER TECHNOLOGY TRANSFER:**

We exceed minimum with 615 PAOE points.

### **RESEARCH PROMOTION:**

We had 440 PAOE points.

### **HISTORY:**

Joe Hahn, another past president served as the historian for the chapter. Thanks to Joe's efforts we were able to meet the Par of 200 PAOE points.

### **CHAPTER PROGRAMS:**

We tried to focus our programs on technical issues and we believe that this helped boost our meeting attendance.

A listing of the programs follows in [Appendix A](#).

### **FINANCES:**

Financially, the chapter is healthy. The chapter receives operating income from chapter dues, meeting dues, and the annual golf tournament. A complete breakdown of our financial report follows in [Appendix C](#). The annual audit has not yet been performed. Our Chapter Treasurer has been on an assignment out of state for the past month. We intend to perform an audit and transfer of books to the new Treasurer during the month of September.

### **CHAPTER CHALLENGES, INNOVATIONS, & SUGGESTIONS:**

As with other chapters, Hampton Roads chapter has its share of problems. The board has and will continue to work on the following:

- Improve member and sponsor engagement.
- Improve committee level participation.
- Increase recent college graduate interest/involvement.
- Staying organized and on task with our chapter operations and committee activities.



## APPENDIX A

### 2008 - 2009 Programs and Activities

<i>Date</i>	<i>Theme</i>	<i>Program</i>	<i>Speaker</i>	<i>Location</i>
9/9	Membership#1	Humidity Control	Mark Nunnely	Hobbs & Associates
10/8	Past Presidents Lunch	Air Distribution for LEED Buildings	Jim Aswegan	AECOM
10/23	Joint Golf Tournament With IFMA	Golf Tournament	N/A	Honey Bee Golf Course
11/13	“R” for Refrigeration	Variable Refrigerant Volume Systems	Michael Panopoulos	Clark Nexsen
11/20	Energy Improvements at St.Mary’s Fundraiser	Fall Pig Roast	N/A	Virginia Beach, VA
12/16	Joint meeting with IFMA	HVAC Maintenance Standards	Robert Baker	Clark Nexsen
1/6	Research Promotion#1	Chilled Beam Systems	Patrick Jackson	Hobbs & Associates
2/12	Membership#2	The Changing Environment Of Building Automation	Bill Swan	AECOM
3/18	Research Promotion#2	Low Ex	Gary Hayden	AECOM
4/22		Satellite Broadcast Clean, Lean, and Green	ASHRAE	Damuth Trane
5/21	Fund Raiser Scholarship	Golf Tournament	N/A	Sleepy Hole Golf Course

# **APPENDIX B**

## **Chapter Newsletter**

See attached sample Newsletter.

## APPENDIX C

### FINANCIAL REPORT

Scholarship Fund (American Funds Income Fund of America) Balance:	\$ 26,135.27
Chapter Operating Account (Checking) Balance:	\$ 23,205.79

The Scholarship Fund amount is as of 8/7/2008. No transactions have been made on this account in the past year.

The Checking account fund is as of 8/12/2009.