



American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.

PRINCIPAL MOTIONS

Board of Directors Meeting
January 28, 31, February 1, 2001

- No. - Pg. Motion [] = deletion, = addition
- 1 - 2 that the Board of Directors approve amendments to the Nominating Committee BAR as follows:
- 5.6 The Regional Nominating Committee Member shall chair the CRC Executive Session. The CRC Executive Session is open only to the Regional Nominating Committee Member, Alternate and reserve alternate[, if any,] of that particular region and is not open to any other members of the Society Nominating Committee. (85-01-31-33/97-01-26-01/98-01-18-16)
- 6.1.5 If a CRC-elected Member cannot attend either meeting of the Committee, the CRC-elected Alternate shall become the Member. If willing and able, the originally elected Member may then serve as the Alternate. If not, the CRC-elected "reserve" Alternate[, if any,] shall become the Alternate representing the region. (91-06-23-01)
- 6.1.6 If neither the Member nor the Alternate elected by the CRC can serve, the CRC-elected "reserve" Alternate[, if any,] shall become the Member representing the region. If no one elected by the CRC is able to serve, the DRC may appoint a Member to represent the region. (91-06-23-01)
- 2 - 3 that paragraph 8.2.2 "Consultants do not count for a quorum" be deleted from the Nominating Committee BAR.
- 3 - 3 that the Board of Directors approve amending the Nominating Committee BAR as follows:
- 5.5 The Regional Nominating Committee Members and Alternates [shall] must attend the Chapters Regional Committee meeting in their region prior to attending the fall meeting of the Nominating Committee for the year in which they will serve. If either the Member or the Alternate cannot attend their Chapters Regional Conference, he/she may be asked to resign his/her membership on the Nominating Committee at the discretion of the Director and Regional Chairman for that region.
- 6 - 8 that the Board of Directors approve the list of appointments to standing committees that were made after June 2000 (Attachment C).
- 7 - 9 that the Board of Directors approve a capital assets budget of \$200,000 for 2001-2002.
- 9 - 10 that for fiscal year 2001-02 ASHRAE budget income in the General Fund and the Research Fund an amount equal to 4% of the respective reserve portfolio.
- 10 - 10 that 2% of the General Fund portfolio value and 4% of the Research Fund portfolio value be budgeted as income in 2002-2003 and subsequent years.
- 11 - 10 that the budget for fiscal year 2001-02 in Attachment A (of Finance Committee report) be approved.
- 12 - 12 that the investment advisors be switched to Lesesne Capital Management, the timing of the switch to be subject to staff review of the contractual agreement with the current investment advisor.
- 13B - 13 that the excerpted portions of the ASHRAE Travel Policy be amended as shown in Attachment B (of Finance Committee report) and as further amended by removing strike-through marks in the last sentence in item #1 of "Airline Transportation" which reads, "Exceptions must be approved in advance by the coordinating officer" and by striking "coordinating officer" and inserting "treasurer."

- 14 - 13 that the following be added to the Technology Council Rules of the Board, Book 1:
- The annual expenses of the Research Fund shall not exceed the annual income in the Research Fund.
- 15 - 13 that ASHRAE discontinue the use of the services of American Express for travel arrangements of ASHRAE members.
- 17B – 15 that step 4 of the SPO 2.3 action plan be amended by adding ALI and the Finance Committee to read:
- Step 4, Implement a program to include as a regular agenda item “Public Policy Issues Requiring ASHRAE Leadership Attention” or “Appropriate Public Policy Issues for ASHRAE Involvement” at all meetings of BOD, ExCom, PEAC, Finance Committee, ALI, all councils, Environmental Health, TEGA and Refrigeration Committees”*
- And that “International Committee” be added to the list of committees.
- 18 - 16 that the Board of Directors approve amending the ABET constitution by adding section (g) regarding duties of the Treasurer to Article 7, Officers, as shown in Attachment A (of ExCom report).
- 19 - 16 that the Board of Directors approve changes to “Use of ASHRAE Member Grade on Business Correspondence” (Attachment B of ExCom report) and “Guidelines for Development and Use of ASHRAE Business Cards” (Attachment C of ExCom report).
- 20 - 16 that the Board of Directors approve the following Daily Expense Rate for Board Members for the 2000-2001 Society year:
- 2001 Winter Meeting, Atlanta - \$280.00
2001 Annual Meeting, Cincinnati - \$225.00
- 21 - 16 that the Board of Directors approve the Board-Approved Rules (BAR) for the Resource Development Committee as shown in Attachment A [of ExCom report].
- 23 - 17 that the Board of Directors approve amendment to the Operational Guidelines for ASHRAE Associate Society Alliance (ASA) as follows:
- Meetings
6.1 Number and Time
[The Alliance is authorized to hold 2 meetings per year, one meeting to be held at the Winter Meeting and one at the Annual Meeting of the Society.]
The Alliance may annually meet in conjunction with the ASHRAE Winter Meeting or other venue as is advantageous to both the Associate Societies and ASHRAE.
- 24 - 18 that the Board of Directors approve the following change to the criteria in the Scholarship Guidelines for all scholarships:
- 3.3 Criteria
To receive consideration for an Undergraduate Scholarship, the applicant must have:
[Completed and submitted an official transcript of his/her grades from at least one semester or one quarter of college study.]
- Completed at least one semester or quarter of college study, and
 - Submitted a complete official transcript of all college work.
- 25 - 18 that the Board of Directors approve the Donald E. Nichols Scholarship as a University-specific Scholarship for qualified undergraduate engineering students at Tennessee Technological University.
- 26 - 18 that the Board of Directors affirm or reaffirm the following winter meeting sites:

2002	Atlantic City
2003	Chicago
2004	Anaheim
2005	Orlando
2006	Chicago
2007	Dallas
2008	New York
2009	Chicago
2010	Las Vegas

- 27 - 19 that the Board of Directors approve revision of ROB Book 2, Planning Policy, as shown in Attachment A (of Planning Committee report).
- 28F - 20 that Regions Council develop a plan to form a new region, replacing the International Committee, to represent all ASHRAE members not currently represented by other regions at Regions Council and the Board of Directors, and present the plan to the Board of Directors at least 60 days prior to the June 2001 Annual Meeting.
- 29 - 21 that the Board of Directors approve SPO 4.1, *Develop models for a global ASHRAE which provide a basis for dialog on the Society's direction for promoting global growth*, as complete.
- 30 - 21 that the Board of Directors approve the resolution in memory of Presidential Member William L. Holladay.
- 32A - 22 that consent agenda items 2-6 of the ALI report be approved:
2. that the ALI BAR be amended as follows:
 - 6.2.2 Voting Members
All voting members shall be ASHRAE members.
 Chair
 Vice Chair/Dean
 Two Directors-at-Large
 Two trustees with education background
 Two trustees with consulting engineering background
 Two trustees with industry background (not from the same industry)
 Chair, Course Development Committee
 Chair, Accreditation Activities Committee
 3. that the ALI election procedures (Attachment A of ALI report) be added to the Rules of the Board.
 4. that the following be added to the Course Development Committee BAR:
 - 4.12 Any committee, except those specifically authorized by the Rules of the Board, requesting authority to appoint a representative to coordinate its activities or meet with other organizations or groups having interests similar to those of the committee shall make a written request initially and annually thereafter to the chair of the ALI. The request shall include the reasons for the coordination activities or meeting and estimated travel costs, if required, and indicate if the travel costs are budgeted. The ALI Board of Trustees chair shall take the action deemed appropriate and report action to ExCom.
 5. that the following be added to the Accreditation Activities Committee BAR:
 - 4.2 This committee shall report as directed by the Board of Directors or on request of the President.
 - 4.5 Any committee, except those specifically authorized by the Rules of the Board, requesting authority to appoint a representative to coordinate its activities or meet with other organizations or groups having interests similar to those of the committee shall make a written request initially and annually thereafter to the chair of the ALI. The request shall include the reasons for the coordination activities or meeting and estimated travel costs, if

required, and indicate if the travel costs are budgeted. The ALI Board of Trustees chair shall take the action deemed appropriate and report action to ExCom. (ROB 520-107-001)

- 6.3.3 The chairman and vice-chairman shall serve for two years at the discretion of the President-Elect for the administrative year covered by his term as President.
- 6.3.4 This committee's membership and leadership shall change from the old to the new when the new Board of Directors convenes for the first time.
- 6.4.1 The chairman of the committee shall be a voting member of the ALI Board of Trustees.

6. that the Board of Directors approve the action plan for SPO 1.3 (Attachment B of ALI report).

35 - 25 that consent agenda items 2-7 of the Member Council report be approved:

2. that the 2000 Paper Award winners in accordance with Attachment A (of Member Council report) be approved.
3. that Appendix B of the Honors and Awards BAR be revised in accordance with Attachment B (of Member Council report).

4. that ROB 520-134-005 be revised as follows:

9. The Board approves the establishment of the Crosby Field Award to recognize the highest rated paper presented before a technical session, [or a] symposium, or poster session at a Society meeting in a given year. The paper having the highest score from the PRSP (peer review scoring program) will be selected for this award. In the event of a scoring tie, the H&A Committee will select the winner by majority vote.

5. that ROB 520-134-006 be revised as follows:

14. The Board [of Directors] approves the establishment of the Lou Flagg Historical Gold Ribbon Award to recognize a Chapter Gold Ribbon Award winner for compiling information on outstanding historical projects or persons related to HVAC&R.

6. that the registration fees for the 2001-02 Atlantic City/Honolulu meetings be approved as follows:

Members Pre-registered	\$275
Members On-site	\$360
Non-Members Pre-registered	\$470
Non-Members On-site	\$550

7. that the 2006 Annual Meeting be held in Quebec City, Quebec, Canada, June 24-28.

36 - 26 that consent agenda item 1 of the Member Council report be approved with the exception of the Standards Achievement Award:

- Journal Paper Award – Rudy Stegman for “Practical Guide to Low-Temperature Refrigeration” – January 2000 ASHRAE Journal
- Ralph G. Nevins Physiology and Human Environment Award -- Dr. Jerry M. Sipes, Clearwater, FL
- Homer Adams Award – Jelena Srebric, Massachusetts Institute of Technology
- Lincoln Bouillon Award – David Dinse, Tennessee Valley Chapter
- William J. Collins, Jr. Research Promotion Award – Eric Jenison, Gold Coast Chapter
- John F. James International Award – Richard B. Hayter, Kansas State University
- Milton W. Garland Refrigeration Award – Glenn Friedman, Golden Gate Chapter

- Standards Achievement Award – Standard 90.1 ExCom -- Ron Jarnagin, Larry Spielvogel, Delaine Jones, Steve Skalko, Keith Emerson, Joe Howley, Michael Martin, and Mark Hegberg
(Note: Transportation reimbursement will not be provided since there are 7 people receiving the award)

←deleted

- Government Activities Award – No nominee for First Place Award; Second Place – Ron Thompson, Alaska Chapter; Third Place – Chris Winfree, Southern Piedmont Chapter; Honorable Mention – Dean Borges, Northern Nevada Chapter
- an Mills Technical Award – Chris Winfree, Southern Piedmont Chapter

37B – 27 that the form of the William J. Collins Research Promotion Award be worded to read “plaque with medallion mounted; lapel pin; transportation reimbursement to meeting upon request.”

37C – 28 that H&A reinstate the original form of all endowed awards.

38 - 28 that consent agenda items 1-6 of the Regions Council report be approved:

1. Regions Council recommends to the Board of Directors that the UAE University Student Branch, located in Al-Ain, United Arab Emirates and sponsored by the Kuwait Chapter be chartered.
2. Regions Council recommends to the Board of Directors that the Anna University Student Branch, located in Chennai, India (Anna University, College of Engineering) and sponsored by the South India Chapter be chartered.
3. Regions Council recommends to the Board of Directors that the St. Joseph’s Engineering College Student Branch, located in Chennai, India (Madras University) and sponsored by the South India Chapter be chartered.
4. Regions Council recommends to the Board of Directors that the Lebanese University of Engineering Student Branch, located in Roumieh, Lebanon and sponsored by the Lebanese Chapter be chartered.
5. Regions Council recommends to the Board of Directors that the De La Salle – Manila Student Branch, located in Manila, Philippines (De La Salle University) and sponsored by the Philippines Chapter be chartered.
6. Regions Council recommends to the Board of Directors that the Regions Council Board Approved Rules (6.5), Regions Council Manual of Procedures (Responsibilities of the Assistant Regional Chair) and the Manual of Procedures for Officers and Directors (4.4) be revised as follows:

An official position of Assistant Regional Chair shall be instituted. The position of Assistant Regional Chair is not a mandatory position. The Assistant Regional Chairman is recommended by the DRC to the President for appointment for a one-year term. [to serve a maximum of three years.] The Assistant Regional Chair position should be used as a way of preparing, training and educating a possible candidate for the position of DRC. In no case should an Assistant Regional Chair be reappointed to the position for more than two years. A person that previously served as DRC should not serve in the position for more than one year. If the previous DRC is recommended as the ARC then this should be done during the first year of the present DRC’s term. The Assistant Regional Chairman’s qualifications requirements shall be the same as a Regional Vice Chairman’s. The transportation expenses of the Assistant Regional Chairman to attend the regional planning meeting and the region’s CRC shall be reimbursed by Society. (88-06-30-51/00–02-09-31)

40 - 30 that the Board of Directors approve revisions to the Special Publications Committee BAR, Appendix A as noted below:

Paragraph 10.3.2 of Appendix A, “ASHRAE Policy and Procedures for Format, Activity, and Content of Web Sites for ASHRAE Groups,” of the Committee’s BAR:

[10.3.2 The company must be listed in the Society’s On Line Directory of Manufacturers Representatives and Service Providers on the Society’s web page. A semiannual fee, payable to the

Society, will be charged for this listing.]

- 41 - 31 that the Board of Directors approve revision to Rule of the Board 100-117-003 (Book 1) as noted below:
1. ASHRAE shall neither certify nor endorse non-ASHRAE (*) computer algorithms and programs.
 2. ASHRAE shall encourage the development and dissemination of computer algorithms and programs.
 3. ASHRAE computer algorithms and programs offered for publication shall be subject to peer (**) review similar to existing publication procedures.
 4. ASHRAE Software Product Development Guidelines shall be used for the Society's development of software products and their distribution. (See Special Publications Committee MOP, Appendix D.)
 5. The "ASHRAE Submittal/Review Procedures for ASHRAE Algorithms/Programs" shall be used for structuring, documenting, evaluating and testing computer algorithms and programs.
- (*) ASHRAE computer algorithms and programs are defined as those algorithms and programs which result from development of standards, ASHRAE research projects, or incorporated in Handbook chapters or special publications. All others are defined as non-ASHRAE. (**) Peer review includes public review as appropriate.
- 42 - 31 that the Board of Directors approve the proposed deletion of Section 5.5 from APC BAR:
- [5.5 The ASHRAE Program Committee is authorized to advise Keynote Speakers at the Plenary Session (Winter Meetings only) that the Society will pay the speaker's transportation expenses plus hotel (not meals) plus an honorarium of up to \$5,000. (65-01-24-14/76-06-27-13/81-07-02-A3/92-07-02-32E)]
- [5.6]5.5 The recommendation concerning the maximum length of technical papers of 32 manuscript pages is a guideline only, and the ASHRAE Program Committee is permitted to approve papers of greater length in special cases. (71-08-21-09)
- [5.7]5.6 The ASHRAE Program Committee will schedule the Technical Program for the Annual and Winter meetings based on available meeting space. Meetings will be scheduled based on the following priorities:
- A. Society Program Functions
 - B. Board of Directors/Councils
 - C. Standing Committees
 - D. TC/SPC/TG Committees
 - E. TC/SPC Subcommittees
- (70-01-18-18/89-02-01-33C/91-01-24-38)
- [5.8]5.7 The presentation and/or publication of trade or company names and/or logos of a historical nature may be allowed when featured equipment is no longer manufactured or company and/or product names are used in the context of historical development. (ROB 100-104-003)
- 43B – 33 that the President appoint an ad hoc advisory committee of 5 or less members to advise staff MIS personnel in order to sort out priorities and maximize utilization of available resources.
- 44 - 33 that the Board of Directors appoint a small ad hoc committee to examine the Society commercialism policy and recommend changes to the Board of Directors.
- 45B – 34 that sections 3, 5, and 7 of the Board Policy Committee for Standards BAR be amended as follows:
3. SCOPE AND PURPOSE
- The Board Policy Committee for Standards shall be responsible for oversight of those standards and guideline project committees that it has not delegated to the Standards Committee. The intent is to

deal by exception with issues that are or are expected to be controversial, and not to replicate the duties of the Standards Committee.

- 5.2 [This committee may delegate its responsibilities to the Standards Committee.] This committee shall keep current a list of the standards, guidelines, and issues with which it intends to exercise its oversight responsibility. The Standards Committee shall bring forward to the Board Policy Committee for Standards items they deem appropriate and all other matters as requested by the Policy Committee. The Standards Committee shall deal with all other matters in accordance with its BAR and MOP.

7.1 Composition

- 7.1.1 This committee shall consist of 5 voting members, including a chairman and a vice chairman appointed by the President. The Standards Committee chairman and the Standards Committee ExO [are normally] shall be non-voting members of this committee.
- 7.1.2 The Executive Vice President shall serve as [the staff liaison] a non-voting member.
- 7.1.3 The Manager of Standards shall serve as the staff liaison.

46 - 36 that the Board of Directors approve revisions to Appendix B of the Standards Committee BAR as shown in Appendix ST-A [of Technology Council report].

47 - 36 that research project 1199-TRP, "Updating the ASHRAE/ACCA Residential Heating and Cooling Load Calculation Procedures and Data" be awarded to Wrightsoft Corporation/Oklahoma State University for a period of 22 months at a total cost of \$139,989 (\$99,989 from ASHRAE; \$20,000 each from ACCA and DOE). (Appendix RA-A of Technology Council report)

48 - 36 that Appendix E of the RAC BAR be modified as follows:

RESEARCH ADVISORY PANEL

The purpose of the Research Advisory Panel (RAP) is to advise the RAC and TC/TGs of topics and techniques considered to be of high risk, or from an emerging technology or of an advanced nature which needs research efforts in order to make that topic or technique of greater benefit to the HVAC&R industry.

It shall consist of 10 experienced individuals appointed by the President of ASHRAE for a period of four (4) years. One member will be a member of RAC and shall liaise between RAC and RAP.

Membership will be drawn from forward thinkers from industry, from the public and private sectors, and from academia. Membership will be drawn from, but not limited to, ASHRAE's College of Fellows, research minded Golden Circle members, past Society officers and past and present ASHRAE researchers, and TC/TG chairmen.

The Chairman of RAP shall be designated by the Chairman of RAC for a term of two (2) years. RAP will meet two (2) times each year at the Winter and Annual Society meetings.

Attendance at RAP meetings is open to all Society members, to all registered guests at scheduled Society meetings, and to those invited by the Chairman. All guests shall be permitted to participate in discussion at the discretion of the Chairman, but none shall have voting rights.

RAP shall have responsibility for collecting and evaluating information on leading-edge technology of interest to and bearing on the HVAC&R industry and advising RAC and the appropriate TC/TGs regarding recommended research in these areas. Where appropriate, RAP shall also recommend modifications to policies and procedures which make research into these areas more feasible.

49 - 37 that Appendix A (Technology Award and Award of Engineering Excellence) and Appendix B (Government Affairs Award) be deleted from the TEGA BAR, and that Section 4.12 g be revised as follows:

- g. Administer [any assigned] Technology Awards/Award of Engineering Excellence, Government Activities Award, and Dan Mills Technical Award[s].
- 50 - 38 that the Board of Directors approve ASHRAE Guideline 5-1994 (RA), *Commissioning Smoke Management Systems*, for publication, subject to a BOD appeals period.
- 51 - 38 that the Board of Directors approve BSR/ASHRAE Addendum *a* to ANSI/ASHRAE Standard 15-1994, *Safety Code for Mechanical Refrigeration*, for publication, subject to a BOD appeals period.
- 52 - 38 that the Board of Directors approve BSR/ASHRAE Addendum *n* to ANSI/ASHRAE Standard 34-1997, *Designation and Safety Classification of Refrigerants*, for publication, subject to a BOD appeals period.
- 53 - 38 that the Board of Directors approve BSR/ASHRAE Addendum *r* to ANSI/ASHRAE Standard 34-1997, *Designation and Safety Classification of Refrigerants*, for publication, subject to a BOD appeals period.
- 54 - 38 that the Board of Directors approve BSR/ASHRAE Standard 41.1-1986 (RA), *Standard Method for Temperature Measurement*, for publication, subject to a BOD appeals period.
- 55 - 38 that the Board of Directors approve BSR/ASHRAE Standard 41.6-1994 (RA), *Standard Method for Measurement of Moist Air Properties*, for publication, subject to a BOD appeals period.
- 56 - 38 that the Board of Directors approve BSR/ASHRAE Standard 63.1-1986 (RA), *Method of Testing Liquid Line Refrigerant Driers*, for publication, subject to a BOD appeals period.
- 57 - 39 that the Board of Directors approve BSR/ASHRAE Standard 86-1994 (RA), *Methods of Testing the Floc Point of Refrigeration Grade Oils*, for publication, subject to a BOD appeals period.
- 58 - 39 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *a* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 59 - 39 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *d* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 60 - 39 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *e* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 61 - 39 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *g* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 62 - 39 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *j* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 63 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *k* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 64 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *n* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.

- 65 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *s* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 66 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *t* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings* for publication, subject to a BOD appeals period.
- 67 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *u* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 68 - 40 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *w* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 69 - 41 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *y* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 70 - 41 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *z* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 71 - 41 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *aa* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 72 - 41 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *ab* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings*, for publication, subject to a BOD appeals period.
- 73 - 41 that the Board of Directors approve BSR/ASHRAE/IESNA Addendum *ac* to ANSI/ASHRAE/IESNA Standard 90.1-1999, *Energy Standard for Buildings Except Low-Rise Residential Buildings* for publication, subject to a BOD appeals period.
- 74 - 41 that the Board of Directors approve BSR/ASHRAE Standard 136-1993 (RA), *A Method of Determining Air Change Rates in Detached Dwellings*, for publication, subject to a BOD appeals period.
- 75 - 42 that the Board of Directors approve BSR/ASHRAE Standard 137-1995 (RA), *Methods of Testing for Efficiency of Space-Conditioning/Water-Heating Appliances that Include a Desuperheater Water Heater*, for publication, subject to a BOD appeals period.
- 76 - 42 that the Board of Directors approve BSR/ASHRAE Standard 140P, *Standard Method of Test for the Evaluation of Building Energy Analysis Computer Programs*, for publication, subject to a BOD appeals period.
- 77B - 42 that the *Insights* be directed to publish a statement that “**All Standards activities will be announced and published at the ASHRAE website. Refer to the website for all current activities. Paper copies are available upon request.**” This notice is to be published in each monthly issue of the *Insights* for a period of one year. One half column in *Insights* should be allotted for the announcement of Call for Members, public reviews, and publications.
- 78 - 42 that the following Title, Purpose and Scope of ASHRAE Guideline 0, *General Commissioning Process*, be approved:

Title: ASHRAE Guideline 0 – General Commissioning Process

1. Purpose: The purpose of this guideline is to describe the general commissioning process that will ensure the building and its systems meet the owner's project requirements.

2. Scope:

2.1 The procedure, methods, and documentation requirements in this guideline describe each phase of the project delivery and the associated commissioning processes from pre-design through owner occupancy and operation without regard to specific elements or systems, and provides the following:

- a) general overview of commissioning process activities,
- b) general description of each phase's processes,
- c) general requirements for acceptance of each phase,
- d) general requirements for documentation of each phase, and
- e) general requirements for training of operation and maintenance personal.

2.2 These General Commissioning Process Guideline Procedures include the Total Building Commissioning Process (TBCxP) as defined by National Institute of Building Sciences (NIBS) in their commissioning process Guideline 0.

79 - 43 that the following Title, Purpose and Scope be approved for a new ASHRAE Guideline:

Title: *XML Definitions for HVAC&R*

1. Purpose

To establish a common data exchange format for the description of commodity data and HVAC&R information via the standard XML (eXtensible Markup Language) formatting language.

2. Scope

Data types would include catalog definitions in areas such as, but not limited to, chillers, air-handling units, fans, pumps, fittings, controls, as well as analytical or operations, building performance data.

80 - 43 that research project 1187-TRP, "Water Migration into Below Ambient Pipe Insulation Systems, Causes and Effects," be awarded to InterMountain Research for a period of 30 months at a total cost to ASHRAE of \$141,675 (Appendix RA-A).

81 - 44 that research project 1205-TRP, "Water-Side Fouling Inside Smooth and Augmented Copper Alloy Condenser Tubes in Cooling Tower Water Applications," be awarded to Mississippi State University for a period of 36 months at a total cost to ASHRAE of \$166,128 (Appendix RA-B).

82 - 44 that research project 1207-TRP, "In-Tube Condensation Of Ammonia In Smooth And Enhanced Tubes With And Without Miscible Oil," be awarded to University of Illinois for a period of 24 months at a total cost to ASHRAE of \$146,961 (Appendix RA-C).

83 - 44 that the ASHRAE IAQ conference continue on a three-year cycle, and that the Environmental Health Committee be the organizing committee.

85 - 45 that the Board of Directors grant a waiver of the Position Paper/Statement procedures (3.1.2b) in Appendix A of the Technology Council BAR to permit 9 members to serve on the Synthetic Vitreous Fibers Position Paper/Statement Committee, rather than the maximum of 8.

86 - 45 that the Procedures for ASHRAE Guidelines Actions (PAGA) June 22, 1999 be revised as follows subject to staff editorial changes:

4.2.2 Project Committees

Project committees for guidelines are authorized by the Standards Committee as either Guideline Project Committees (GPCs), which are ad hoc committees, or Standing Guideline Project Committees (SGPCs). Project committees are responsible for technical content of guidelines.

A member of the Standards Committee will be appointed as StdC Liaison to each project committee. A project committee chair will be recommended by the PC Liaison and approved by a designated subcommittee of the StdC. A call-for-members announcement will be published in the ASHRAE Journal and sent to appropriate trade publications. Drawing from the resulting applications and recruiting efforts, candidate committee members will be recommended by the Project Committee Chair in consideration of their personal expertise and their effect on committee balance, although balance is not a requirement. Recommended members must be approved by vote of a designated subcommittee of StdC.

[ASHRAE project committees do not have organizational memberships. Individuals are appointed as "personal" members of project committees, not as "representatives" of any group, organization or employer.]

87 - 45 that the Procedures for ASHRAE Standards Activities (PASA) 6.2.1.2 be revised as follows:

6.2.1.2 Voting Requirements for Public Review or Standards Action.

Public review of a proposed or revised draft standard must be approved by majority votes of the memberships of the project committee, the Standards Committee, and the BOD Policy Committee on Standards at their respective meetings or by letter ballots. Standards Committee and Policy Committee approval may be delegated.

Standards action recommendations must be approved by the project committee, the Standards Committee, and the Board of Directors. Standards actions require affirmative votes of the majority of the memberships of the project committee and the Standards Committee and at least two-thirds of those voting, excluding abstentions or, if voting is by letter ballot, two-thirds of all voting members excluding abstentions and invalid and non-returned ballots.

Recommendations for standards action must be approved by a majority of the voting membership of the BOD, at a meeting or by letter ballot.

88 - 46 that the Board of Directors approve the addition of Section 4.12k to the TEGA BAR as follows:

4.12 This committee shall: (95-06-29-40B/98-01-22-48)

k. Maintain a Web presence on the ASHRAE Web Site. Provide regular updates for staff review and inclusion onto the web page.

89 - 46 that it approve of the following replacement of Appendix D of the Manual for Chapter Operations (MCO):

Manual for Chapter Operations 2000
Revised Appendix D

ASHRAE encourages chapter Technical, Energy, and Government Activities Committees to furnish technical information to governmental bodies and/or their representatives. This assistance of ASHRAE's technical expertise and know how may serve in the public interest.

Input and counsel to public-sector organizations may take the form of technical assistance, technical advice and/or technical analysis.

The chapters may engage in the following activities consistent with ASHRAE's objectives and in a manner compliant with its tax status. Representative activities and appropriate guidelines are described below:

1. All actions, advice and opinions are not to in any way reflect the position of a private business interest or the interest of a specific group from a proprietary standpoint. Any presentations (written or oral) shall be of an objective nature avoiding any slanted, bias or partisan statements.
 2. A chapter, chapter committee or chapter liaison may respond to a request for assistance or advice from a representative of a governmental body.
 3. Input or responses from the local ASHRAE chapter should be open and available and submitted to the person making the request (in the name of the body, committee, department, etc.) specifically for the use of all the members, officials or staff. Requests from other interested parties for copies should be acknowledged by the chapter.
 4. The chapter may contact governmental bodies to determine interest and usefulness of technical materials developed by ASHRAE.
 5. Opinions and recommendations expressed by the chapter, chapter committee, or chapter liaison must be based on published ASHRAE materials.
- 90 - 47 that Appendix B of the TEGA BAR which describes the Government Affairs Award, be revised (Appendix TE-A).
- 91 - 47 that the Position Statement (Appendix TC-A) and Position Paper (Appendix TC-B) on Ozone-Depleting Substances be approved.
- 92 - 48 that Rules of the Board 100-117; 100-117-001; and 100-117-002; and the related Procedures for developing Position Documents, ROB Book 2, be approved as per the attached revisions (Appendix TC-C).
- 22 - 48 that the Board of Directors approve SPO 2.3, *Improve the process of determining what issues require ASHRAE leadership*, as complete.
- 93 - 48 that Technology Council BAR, Section 4.6.7 be revised as follows:
- 4.6.7 This council may approve research projects, within the Board approved research budget, up to [the limit set by the Board for each project. Presently the limit is \$120,000.] a total project cost, including outside funding, not to exceed \$120,000. This limit remains in effect until revised.
- 94 - 49 that ROB Book 1, 100-105-001, Conflict of Interest – ASHRAE Members, be revised to read:
2. Care should be taken to avoid actual or perceived conflict of interest. In general, members who are [principal] authors of work statements or requests for proposals are [not encouraged] discouraged to bid for the resulting project. However, if they do, they must identify themselves as such in their proposals, and the evaluators must satisfy themselves that these preparers did not gain an unfair advantage before their proposal may be considered. Furthermore, the chair, vice chair and secretary of a committee responsible for the approval and/or management of funded projects should disqualify themselves from bidding on such projects.
- 8E – 50 that the annual membership dues for Member, Associate Member and Fellow grades, unless otherwise exempt, be increased from \$130 to \$140 effective July 1, 2001.
- 96 - 51 that the next joint CIBSE/ASHRAE conference be held in spring 2004 subject to CIBSE approval of an appropriate location in the U.K.
- 97 - 51 that the Board of Directors authorize ExCom to assign public policy issues to appropriate groups within the Society and report these assignments to the Board at the next meeting.