Minutes (DRAFT): College of Fellows (COF) Board & General Membership Meetings

Date: January 27, 2013

Location: Sheraton Majestic 4

 Dallas, TX Note: Action items are printed in bold face.

* Dr. Dave Claridge convened the meeting. (See attachment 1, “Agenda.”)
* Participants gave self introductions (See attachment 2, “Sign-in Sheet.”)
* Minutes of the June 24, 2012, COF meeting were approved.
* A discussion of COF membership was added to the agenda.
* Patricia Adelman gave a report on fund raising with details of a variety of activities which are presently underway. These include solicitation letters for the COF travel award and EK Campbell Award. Two letters are sent to all ASHRAE Fellows each year.
* Ms. Adelman offered to host the COF Web site on the ASHRAE computer.
* Culp moved and Cooper seconded to move the host site from its present location on “GoDaddy” to ASHRAE. Coad offered an amendment to form a 3 person ad hoc committee that would investigate host site options. Cooper, Kelter and Fly will investigate and recommend an option.
* Modera gave the Treasurers report. (See Attachment 3.) Future reports will only include year-to-date reports rather than a record of each year since formation of the COF. Adelman will ask Cindy Simmons (ASHRAE Controller) to work with Modera on an income and expense report. Goldschmidt suggested that Ms. Simmons be invited to the COF meeting in Denver.
* Goldschmidt moved to accept the Treasurer’s report. Motion was approved.
* Claridge summarized the COF activities regarding Handbook chapter review. The COF will continue to offer review of chapters in future handbooks.
* Cooper explained current updates to the COF Web site. Prior to this COF meeting, Nancy Hallstrom and Cooper updated the COF Web site and tested it for errors.
* Culp reviewed the COF Travel Award solicitations. Information regarding both programs is on the COF Web site. An ad hoc committee will be appointed to recommend a winner. Applications will be sent to this ad hoc committee (without names nor affiliation). Culp will tabulate the results of the selection committee members. The winner will receive funding for travel to two Society level meetings. Goldschmidt urged Culp to encourage students who have received the Carrier or Trane Awards to apply for travel awards. Hayter and Claridge discussed the weighting given students who plan to enter academia versus industry. No conclusions were drawn.
* Rooley moved that the COF host a debate at the next ASHRAE Winter Meeting. The topic will be determined at the 2013 Annual Conference in Denver.
* Cooper suggested that the COF distribute information regarding our student awards at the YEA mixer.
* Goldschmidt suggested that all COF be provided information about the availability of various awards such as the Holiday Award, the Boggs Service Award, Hall of Fame, etc. and ask the COF members to submit nominations of possible candidates. (No one was identified to be responsible for this action item.)
* Coad moved that, upon receipt of the Fellow Award, that the recipients automatically become a member of the COF. In discussion on the motion, Coad suggested that an ad hoc committee be formed to investigate whether there are any legal impediments to the action proposed in the motion. He asked that the ad hoc committee report at the Denver meeting. (No ad hoc committee was created during the meeting.)
* It was suggested that COF members encourage industries in their area to absorb the cost of ASHRAE membership and travel to Society meetings.
* The meeting adjourned at 11:50.