

## Minutes

**ASHRAE College of Fellows Meeting  
Sunday, January 24th, 2016, 10:00 AM – 12:00 PM  
Hilton Orlando, Lake Highland B  
Orlando, FL  
www.ashraecof.org**

### **I. Call to order – Introductions**

Modera called the meeting to order at 10 AM.

### **II. Attendance sign-in**

Mark Modera – COF President  
Peter Simmonds – COF President-Elect  
Dave Branson – COF Treasurer  
Don Colliver – COF Secretary  
Megan Hezlep – Staff  
Patricia Adelman – Staff

Ross Montgomery  
Michael Bramble  
Dick Hayter  
Dennis Knight  
David Claridge  
Dutch Uselton  
George Sestak  
Damon Gowan  
Ken Cooper  
Dennis Wessel  
Victor Goldschmidt  
Richard Rooley  
Pat Graef  
S.A. Sherif  
C. Mike Scofield  
Larry Spielvogel  
Manalee Nabar – Guest  
Amanda Webb – Travel Award Winner  
Marianna Vallejo – Travel Award Winner

### **III. Review and approval of the Agenda**

Modera reviewed the agenda. There were no additions to make to the Agenda.

### **IV. Approval of the Minutes from Atlanta**

**Goldschmidt moved and Branson seconded that**

- 1) The minutes be approved  
VOTE 12:0:1 CNV**

**MOTION PASSED**

## V. Treasurer's Report – Branson

Branson reported that there is \$34,399.32 in the Fellows endowment through the Foundation plus \$57,750.82 available cash from the Foundation. He also reported there has only been \$200 raised as of the end of December, but solicitations take place in the Spring so this is not alarming.

After some discussion,

**Branson moved and Goldschmidt seconded that**

- 2) **\$6,000 should be moved from gross funds available in the Foundation to the endowed principal to bring the total to \$40,000.**

**VOTE 13:0:0 CNV**

**MOTION PASSED**

**Claridge moved and Cooper seconded that**

- 3) **The College of Fellows use the interest from the endowed principal (\$40,000) to fund a travel award beginning in 2016-17.**

**VOTE 13:0:0 CNV**

**MOTION PASSED**

## VI. Secretary's Report

As presented.

## VII. Staff Liaison Report

Hezlep reported the total giving for 2015-16 as of mid-January was \$325. She reported that the new November mailing broke even – bringing in one new donor for \$100, but costing about \$100.

The Fellows asked Staff to investigate adding an insert for their mailing.

**Action Item(1)**

Hezlep also reported a COF display is in Headquarters. The list of donors will be present in St. Louis at the Annual Meeting.

The COF website is up to date.

## VIII. Subcommittee Reports

### a. Mentoring – Culp

Nothing to report.

### b. Program – Rooley

Rooley discussed his idea for the next debate and all agreed it sounded good after much discussion.

**c. Development Committee – Goldschmidt**

Goldschmidt announced that the Fellows needed to think of new ways to make an impact during the Capital Campaign.

Goldschmidt, Knight, and Cooper will work together to create an initiative for the Fellows to support the Campaign.

**Action Item (2)**

**IX. Continuing Business**

**a. Travel Awards – Cooper**

**i. Awardees**

Modera welcomed Amanda Webb and Marianna Vallejo, both attending as travel award recipients.

**ii. Revised COF Travel Award Application/Criteria/Schedule**

Through discussions, the following actions were decided:

- Change Patricia Adelman's name on the application to Staff Liaison.
- Send the award letter to all Fellows so they can forward it on as they see fit.
- Post an advertisement for the award on the graduate grant-in-aid page.
- Try to place an advertisement for the award in Insights.
- Send the application to Cooper, Goldschmidt, and Hayter to review.

**Action Item (3)**

**b. Nominations for ASHRAE Awards**

Goldschmidt reminded the Fellows to nominate peers for various ASHRAE Awards.

**c. Handbook**

Modera announced that the Fellows were able to assist with a Handbook review in the Fall.

**X. New Business**

**a. Fund under Kirk Mescher's Name – Simmonds**

After some discussion, it was decided the Fellows would look into creating an honorarium fund instead of a fund just for Kirk.

Simmonds, Knight, and Modera will work together to come up with ideas for this fund.

**Action Item(4)**

**XI. Adjournment**

The College of Fellows meeting was adjourned at 12 Noon.

DRAFT