PRES.

SECY.

John Partington

Ottawn Valley (CHAPTER)

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.

Send blue copy, together with white form on chapter attendance record, to Membership Division, 62 Worth Street. New York 13. N. Y.

Send buff copy to Editor, ASHRAE Journal, 234 Fifth Avenue, New York 1, N.Y.

A CHECK LIST OF ITEMS TO BE REPORTED

- 1. PRESIDING OFFICER
- CALL TO ORDER (TIME & PLACE)
- 3. ROLL CALL
- 4. APPROVAL OF MINUTES
- 5. REPORTS
- 6. ELECTION-MEMBERS OFFICERS
- 7. OLD BUSINESS
- 8. NEW BUSINESS
- 9. SPEAKER (TITLE) (BUS.) (CITY) SUBJECT
- 10. DISCUSSION
- 11. MOTIONS
- RESOLUTIONS
- 13. OTHER FEATURES
- LIST ON SEPARATE FORM NAMES OF GUESTS AND BUSINESS ADDRESSES AND MEMBERS IN ATTEND-

The regular Cotober meeting of the chapter was held at the Cathay House Restaurant on Tuesday, Catobar 16th with President John Partington presiding.

Meeting called to order at 7:10 P.M. On a motion by G. Ostiguy and seconded by S. Dubash the minutes of the May 1962 were adopted as read - Hotion carried.

Old business - subject of early starting time for April meeting due to N.H.L. play-offs was discussed.

New business - Nil

Financial Report - by G. Goodkey reported that financial report had been sudited and accepted by Audit Committee.

Mention of now aluminum ASHRAE plaque for front entrance was made. Donated by Dept. of Mines & Technical Surveys. Serl Mitchell and Dept. to be thanked by President.

Letter from Ontario Chapter re Nov. Gurling Bonspiel was mentioned and turned over to W.W. Miller for looking after.

Past President's pin and Certificate of Appreciation presented to Paul Fortier by President Partington.

On behalf of chapter, Mr. Charles Scholk introduced the guest speaker Mr. Bob Guthrie, of Barber Colman Co. who presented a very interesting paper on the subject of sidewall outlet grilles. The speaker was duly thanked by George MoRae.

Meeting was adjourned at 9:30 PM on a motion by Al. Oakesseconded by Geo. Carscallen - motion carried.

D6 mckeen.

Secretary

CHAPTER ATTENDANCE RECORD AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC. CHAPTER A TTAWA VALLEY PRETARY D.C. MCKEEN OCT 16/62 Return this form to Membership Division, 62 Worth Street, New York 13, N. Y. Gm 6.91 Blawles host day Vodsedalek CHAPTER GUEST ATTENDANCE RECORD Guests are requested to give their business addresses in full COMPANY Clark Funeral Home Frank B Kane FRANK MALLOTAL AMERICAN ARE FRENCE Band & Cal Sty OTTAWA. KLOYD WESTGATE HONEY WELL CONTROLS

Use other side if necessary

. Jung Protol. * Georgebourscallen. Hort Chearly Daug Senstone Hedic + Jowie Trench. Ed Harling Li Edebal Warren Millir Hoel Lity The Informack P.C. Jalan Bol Lyone al Chay Sank Leithead.