SECY.

John Partington PRES.

<u>Ottawa Valley</u> (CHAPTER)

Send blue copy, together with white form on chapter attendance record, to Membership Division, ASHRAE United Engineering Center, 345 East 47th Street, New York 17, N. Y.

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

## A CHECK LIST OF ITEMS TO BE REPORTED

- 1. PRESIDING OFFICER
- 2. CALL TO ORDER (TIME & PLACE)
- 3. ROLL CALL

BY

- 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
- 12. RESOLUTIONS
- 13. OTHER FEATURES
- 14. LIST ON SEPARATE FORM NAMES OF GUESTS AND BUSINESS ADDRESSES AND MEMBERS IN ATTEND. ANCE.

The regular November meeting of the chapter was held at the Cathay House Restaurant on Tuesday, November 20th with President John Partington presiding.

Meeting called to order at 7:05 P.M.

On a motion by Bill-Robinson and seconded by S. Dubash the minutes of the October 1962 meeting were adopted as read - Motion carried.

Old Business -

Jake Klassen - suggestion to minimize percentage of sales pitch during presentation by guest speakers - should be decreased

New Business -

Financial report of golf meeting.

Gord Goodkey presented report - Sept. 6/62 Tournament

Committee forecasted 50 tee off 12-2 P.M. By 2 P.M. - 25 teed off grand total 34 turned out. \$50.00 prizes. Did not meet commitments. 3 P.M. tee closed.

\$116.50 receipts - \$99.00, \$17.50 profit less prize \$32.50 net loss Commitment for drive reduced to 60, then 45, actual 30 & 35. Joe collectedd\$3.50 per.

Net results: - \$32.50 loss, plus \$25.00 - \$57.50 total loss.

Membership Committee Chairman - Herb. Charles. Bd. Governor. Request for contacts

Curling Committee - W.W. Miller Chairman

Chapter Bonspiel discussed - 16 replies to questionnaire

Show of hands - 7 more

Suggestion that 16 curlers form own rinks - to be looked into Frank Mallozi invited chapter to attend Montreal Bonspiel to be kicked around and looked at again in January.

Xmas partyreport by Ian Paterson - Dec. 18th. 3rd. Tuesday cocktails 7:00 P.M. 8:00 P.M. buffet - 9:00 P.M. dancing and rest of the fun.

Montreal Chapter Xmas Party Dec. 7th. \$16.00 per couple -Ottawa Chapter members invited to attend.

Report by John Ross. Region Director

Beginning 1963 (July) National body will pay alternate's expenses as well as delegates expenses. Talked of semi-annual meeting in New York and invitation sent to all Chapter Members.

Guest Speaker - Mr. Grant Wilson introduced by R.M. Macpherson who's subject was -

AIR LEAKAGE IN BUILDINGS and covered

1 ) Discussion of outside air stagnation pressures.

- 2 ) Discussion of effect of chimney action due to effective chimney height.
- 3 ) How much does infiltration contribute to a Heating and/or cooling load.

( Over )

## cont'd

- 4 ) Discussion on door leakage
  - Swinging type - Revolving type
- 5 ) Condensation in buildings (due to exfiltration)
- 6) Effect of Supply & Exhaust Systems on infiltration (entrances etc.)

Speaker thanked by Geo. Carscallen

Meeting adjourned at 10:00 P.M. - Motion by J. Klassen seconded by Solly Dubash - Motion carried.

D.C. McKeen Secretary

## CHAPTER ATTENDANCE RECORD

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

CHAPTER OTTAWA VALLEY		AND AIR-CONDITIONING ENGINEERS, INC.		
CRETARY D.C. MCKEEN		" GUEST		
DATE NO U 20 /62		TOTAL CHAPTER MEME	ERS IN AREA	eo (APPROX)
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