

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

345 East 47th Street, New York, N. Y. 10017

MINUTES

CHAPTER: Ottawa Valley Chapter MEETING DATE: April 21/81

ATTENDANCE: MEMBERS 53; GUESTS 8; COMPILED BY R. Beckman

DISTRIBUTION: Retain BLUE original for chapter files and mail GREEN copy to your Regional Chairman. Send WHITE copy to Manager, Membership Dept., ASHRAE, New York, together with the YELLOW copy for "Journal" information.

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(Time & Place)
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Members
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7. OLD BUSINESS
8. NEW BUSINESS
9. SPEAKER
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10. DISCUSSIONS
11. MOTIONS
12. RESOLUTIONS
13. OTHER FEATURES
14. ADJOURNMENT

The regular meeting of the Ottawa Valley Chapter was called to order at 7:45 pm.

President Young introduced the head table and guests.

The Minutes of the March meeting were approved on a motion by G. Hayball and seconded by M. Whalen.

Mr. D. McCurdy, President of the Ontario Chapter, spoke to the members. He invited all the members to the 1982 semi-annual meeting in Toronto. He complimented the Ottawa Chapter on their years of success.

There will be a joint ASHRAE and CIBS meeting in London, England on May 10-19th.

The Chapter wished Dwayne Mattson well on his new job in western Canada.

The Construction Specification Canada 1981 Conference will be held May 13th to May 16th.

There were no additional nominations for Board of Governors from the floor. Nominations were closed on a motion by A. Oakes and seconded by P. Durkin.

M. Acton requested all members to contribute to ASHRAE Research as soon as possible.

A. Oakes spoke to the Chapter on the CRC meeting to be held in Montreal in May, expressing the importance of these meetings.

Fred Townsend was presented with his life membership certificate by M. Whalen.

G. Carscallen stated that 1/3 of the research fund quota has been received.

G. Laszlo invited those present to express their appreciation to those members who contributed to the success of the energy fair.

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- 2 -

The speaker Ken Murray was introduced by G. Hayball. Mr. Murray spoke on tax incentives in relation to the National Energy Program and tax tips for individuals.

Keith Murfin thanked the speaker.

The meeting adjourned at 9:25 pm on a motion by S. Jol and seconded by J. Klassen.

/mm

The following information is for confidential rating of the speaker's ability and is for use by Headquarters in maintaining a Speakers List:

Please rate the program as follows:

		Max. Points Allowable	Actual Points Rated
APPEARANCE:	(Physical dress and appearance)	<u>5</u>	<u>5</u>
DELIVERY:	(Enthusiasm, gestures, anecdotes, etc.)	<u>15</u>	<u>12</u>
TIMING:	(Ability to work within the total time allowed for speech.)	<u>10</u>	<u>10</u>
SUMMARIZATION:	(Ability to summarize all salient features of speech so that audience remembers main points emphasized.)	<u>5</u>	<u>2</u>
SPEECH FORMAT:	(Logical and orderly arrangement of speech so that ideas are easily followed and lead to final conclusion stated.)	<u>10</u>	<u>6</u>
USE OF PREPARED TEXT:	(Has speech been well prepared? Does speaker avoid direct reading of text?)	<u>10</u>	<u>4</u>
USE OF VISUAL AID:	(Does speaker make effective use of slides, charts, graphs, etc.?)	<u>5</u>	<u>5</u>
USE OF WORDS:	(Does speaker make effective use of notes on cards or marginal notes on prepared text or does he/she try to rely on total memory recall?)	<u>5</u>	<u>3</u>
SPEECH CONTENT:	(Is information presented in speech relevant to the subject matter? Is information direct without being confusing? Is adequate information presented to reach summaries presented?)	<u>35</u>	<u>22</u>
SUB-TOTAL		<u>100</u>	<u>69</u>
DEDUCT FOR COMMERCIALISM:	(Excessive reference to company; use of slides or booklets with company name or exhibit of company products.)	Minus <u>50</u> Max.	<u>0</u>
TOTAL		<u>100 to 50</u>	<u>69</u>

SPEAKER'S COMPLETE ADDRESS, including Zip Code, for use in requesting availability as an addition to the Society's Speakers List:

KENNETH J. MURRAY BA, CA.
MANAGER of DELOITTE HASKINS & SELLS
CHARTERED ACCOUNTANTS OTTAWA
SUBS - TAX INCENTIVES IN RELATION TO ENERGY SAVINGS