

Board of Governors - Meeting Minutes

September 4, 2025 - MacPherson Engineering Board room – 305 Idylwyld Drive north

1. **Call to order** - by KH, seconded by CM @ 4.11PM

2. **Attendance**

Alex Barnes [AB]	_____	Kyle Harasyn [KH]	In person _____
Jared Larson [JL]	__ In person__	Cole Litzenberger [CL]	__ In person__
Spencer Ollenberger [SO]	_____	Cailin MacPherson [CM]	__ In person__
Grant Henneberg [GH]	__ In person__	Coner Kerslake [CK]	_____

3. **Finances**

- A. 'Chapter Funding Request' attached, considers Donations to RP campaign, Chapter Dues, and Chapter Donations.
 - 1. Comments received, will be revised and sent out in September.
- B. Account Balances – as of September 4, 2025
 - Checking; \$6,991.64
 - Investment; \$9,322.30
 - *Member dues checks received, not cashed.
- C. Past years Audit ready for review.
- D. In Person budget Meeting with Chapter members – layout reasons for dues increase.

4. **Programs AB**

- A. Program calendar for year;
 - September Tour of Shaw Centre – September 9
 - October APEGS practicing profession day – Oct 20th
Ethics of Money – Tim Wentz, ASHRAE DL - October 21
 - November *Phill LePoudre – CFD design presentation – November 18/25th*
BuildGreen conference – in Regina
 - December Golf Simulator / Holiday event – RP event
 - January *Aging infrastructure joint with BOMA*
 - February *Geothermal systems design (DL?)*
 - March *CoS commissioning?*
 - April Society president, Bill McQuade Visit / Combo student night (Capstone / Research presentations)
*April 27**
 - May -
 - June First week – Moon lake again.

YEA members presenting at meetings – 5 mins ahead of main event outlining current projects.

5. **Committee Reports**

A. Research Promotion – AB/KH

- 1. Scholarship balance end of 2024-25 year; **4,210/30,000** USD
- 2. RP Goal – \$6,000 (~8,150 CAD) for 2025-26 year
 - * Donations to RP Campaign are in mixed currency, all funds to Scholarship are counted in USD, other donations are tracked in CAD.
- 3. Full circle Donation is due in November. 100 USD to scholarship / 100 CAD to non-foundation fund. Required by BOG members, not Committee chairs.

B. Chapter Technology Transfer / Awards – GH

- 1. Recognitions for top RP contribution – something to take home for top RP of year.
 - a. Trophy / wall plaque for top donor, perhaps look into smaller hardware for other donors.
- 2. Look for Projects to nominate for tech. awards from Saskatoon & Area.

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C. Membership Promotion – CK

1. Membership Delinquency – Follow up with those one the CIQ list

Commented [KH1]: Conner to Follow up.

D. Student Activities – JL

1. Roll over in student branch.
 - a. Requit at Usask presentation – CL & AB
 - b. Flag YEA events & Networking opportunities.
2. Society Award for Student Branch Advisor.
3. Building EQ Capstone project.
4. Travel Grant due in November – Funds for travel to Society conference.

Commented [KH2]: Anyone around USask / Students to Follow up.

E. Communications – CL/SO

1. Recover Gmail & use that for communications.
2. First newsletter sent ASAP
3. Google program Calendar shared to members early, reminders ahead.

F. YEA - CM

1. YEA members presenting at meetings – 5 mins ahead of main event outlining current projects.
2. Fun Saskatoon things – informal events, easy for new folks to attend.
 - a. Evening Socials, aim for 4 annually
 - b. Sponsors available – cover costs of event, ‘admission’ goes to RP campaign
 - c. Aim for first in September 16th 4-5pm

Commented [KH3]: Cailin to Follow up.

G. Government Affairs – SO

1. PAOE Goal of Par.
2. City of Saskatoon Commissioning guidelines.
 - a. May 2025 Update – KH spoke with Chris Richards of CoS, Guidelines in use, and under review by the powers that be within the city.

H. Build Green Conference Update - KH

1. Conference Dates **November 12-14**
2. Program & Trade show planning underway,
 - a. Planning free community events open to the public. Likely chaired by chaired by City of Regina Official at Darke hall.
 - b. 9 abstracts for presentations received, under review by programs team. Former Society President Ginger Scoggins Confirmed as Keynote speaker, ASHRAE DL / ALI Doug Cochrane speaking & providing ALI Course.
 - c. 12 Tradeshow vendors have been confirmed.
3. Approx. \$25,000 in sponsorship funding deposited into account, approx. \$43,000 committed.
4. Registration Costs;
 - a. Early Bird (Closes September 17th), \$400 for ASHARE Members, \$450 non-member, \$275 post-secondary Faculty, \$150 for Students
 - b. Add \$50 after early bird registration, \$75 for faculty.
5. Looking into APEGS CPD (verified programs)

6. Webpage

1. List of BOG / Committee chairs updated, If you want Photo, send to KH
2. Send Articles / Post you want on Webpage to KH.

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7. Old Business

8. New business

- A. Scholarship drops down list – Confirm with Society this is on the way to keep donation process simple.

Commented [KH4]: JL / KH to follow up

9. Location/Time of next BOG meeting:

- A. First Thursday of month – 4pm
- B. Pushed back to October 9th.

10. Adjournment

- A. Motion to adjourn by KH, seconded by JL @ 5.10 PM