

Board of Governors - Meeting Minutes

October 09, 2025 - MacPherson Engineering Board room – 305 Idylwyld Drive north

1. **Call to order** - by KH, seconded by AB @ 4.06PM

2. **Attendance**

Alex Barnes [AB]	In person _____	Kyle Harasyn [KH]	In person _____
Jared Larson [JL]	_____	Cole Litzenberger [CL]	Virtual _____
Spencer Ollenberger [SO]	In person _____	Cailin MacPherson [CM]	_____
Grant Henneberg [GH]	In person _____	Conor Kerslake [CK]	In person _____
Brian Evanochko	In person _____	Dylan Huber	In person _____

3. **Finances**

A. 'Chapter Funding Request' attached, considers Donations to RP campaign, Chapter Dues, and Chapter Donations.

1. Sent out, one response – caught by junk mail by some, KJH will follow up.

B. Account Balances – as of September 4, 2025

Checking; \$6,991.64

Investment; \$9,781.14

*Member chapter dues received, not cashed - ~\$2,700

*Regional dues check cut & mailed - \$2,350.92

C. Past years Audit ready for review.

D. In Person budget Meeting with Chapter members – layout reasons for dues increase.

E. Past account activity is near 0 (fees)

F. Budget to be prepared for next meeting.

Commented [KH1]: Cole to find someone to review.

Commented [KH2]: SO

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 21th Venice house room booked – big room over lunch (1130 – 130), \$25 cost APEGS CPD registration & requirements – KJH to handle
November	CFD design presentation – Reza Haghgoo - November 25 Dinner meeting (after 5pm, likely Venice again) BuildGreen conference – in Regina
December	Golf Simulator / Holiday event – December 4 th target date - RP event Mid afternoon start, budget cost of \$1,000, assuming 25 attendees. 2-person scramble format Attendance cost of 40\$ (no Beverage) Sponsorship for food & prize for winning team (2x)
January	CoS commissioning?
February	Geothermal systems design?
March	Wade Conlan? – (DL)
April	Society president, Bill McQuade Visit / Combo student night (Capstone / Research presentations) April 27*
May	last week – Moon lake again. (29 th ?)

Commented [KH3]: KJH

Commented [KH4]: SO

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

Tsask & B52 code changes – what has changes and what do engineers need to watch out for. Web / lunch meeting

Commented [KH5]: SO / Govt. Affairs

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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.
 - i. On hold till march - know the caliber at that point.
 - b. Certificates for donations as an interim appreciation.
2. Look for Projects to nominate for tech. awards from Saskatoon & Area.
 - a. Prepare something for newsletter & Socials to promote to chapter.

Commented [KH6]: GH

Commented [KH7]: GH

C. Membership Promotion – CK

1. 12 members in grace period, 6 members have not paid chapter dues.
2. 4 new members since summer months.
3. Membership Delinquency – Follow up with those one the CIQ list

Commented [KH8]: 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.
5. Oct DL around for evening on Oct 21.

Commented [KH9]: Anyone around USask / Students to Follow up.

E. Communications – CL/SO

1. October newsletter ready for Tuesday 14th.
2. Outgoing '@ashraesaskatoon.ca' emails, available for all. KH can get set up if you are interested.

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 [KH10]: CM ongoing

G. Government Affairs – SO

1. Dawn Keating – C. young, Min. of environment
 - a. First contract in that department.
2. PAoEs – ASHRAE Position doc on decarb sent to SK Govt.
3. 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.
 - b. Jan meeting follow up?

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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 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. \$60,000 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.

7. Old Business

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

Commented [KH11]: JL / KH to follow up

8. New business

- A. KJH will get non-profit registration arranged – approx. \$100 cost of registration.
- B. Potential conflicts with AB attending CRC next, not certainty, but 90% sure. Within next weeks we can get more information / clarity on sorting this out
 1. Delegate training in May, delegate would need to attend this – two day in Vancouver (Redrock hotel and casino)

9. Location/Time of next BOG meeting:

- A. First Thursday of month MEI office 4pm – November 6th

10. Adjournment

- A. Motion to adjourn by KH, seconded by GH @ 5.15 PM