

**Board of Governors - Meeting Minutes**

**November 6, 2025 - MacPherson Engineering Board room – 305 Idylwyld Drive north**

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1. **Call to order** - by KH, seconded by GH @ 4.03PM

2. **Attendance**

Alex Barnes [AB]	<input type="checkbox"/> In person	Kyle Harasyn [KH]	<input type="checkbox"/> In person
Jared Larson [JL]	<input type="checkbox"/>	Cole Litzenberger [CL]	<input type="checkbox"/> In person
Spencer Ollenberger [SO]	<input type="checkbox"/> In person	Cailin MacPherson [CM]	<input type="checkbox"/> Online
Grant Henneberg [GH]	<input type="checkbox"/> In person	Coner Kerlake [CK]	<input type="checkbox"/> In person
Brian Evanochko (BE)	<input type="checkbox"/> In person		

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; \$10,054.33
  - Investment; \$9,844.03
  - \*Member dues checks received, and cashed. -Still have \$450 dues cheque left to cash
  - We owe Spencer 388.61 for Venice House Bill (October Meeting)
  - We owe Regina chapter 467.10 for the hotel room for Tim Wentz
- C. Past years Audit ready for review. – email sent to Blaine have not heard back
- D. In Person budget Meeting with Chapter members – layout reasons for dues increase. – To be brought up during next chapter meeting
- E. Budget created by Spencer reviewed – Vote to approve 2025-2026 Budget Called by KH 7 yeses 1 missing 0 no's – approved with discussed mark-ups

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 CFD design presentation – Reza Haghgoo - November 19th – dinner meeting 5:30pm to 8:30pm @Venice house  
BuildGreen conference – in Regina November 12<sup>th</sup>-13<sup>th</sup>
  - December Golf Simulator / Holiday event – RP event per bay \$130 per bay for 3 hours 3-6pm on December 4<sup>th</sup> Approximate total cost is \$50 per person - \$100 per 2 person sign up – special permission for single – looking for sponsorship for prizes – RP raffle for prizes – Chapter to chip in up to \$200 vote to approve called by KH 7 yeses 1 missing 0 no's – approved
  - January CoS commissioning?
  - February Geothermal systems design (DL?)
  - March Wade Conlan – DL Date TBD
  - 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.



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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.

With this sponsorship we are including chapter dues as part of the chapter donation.

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.
  - b. Small certificates – still looking for something
2. Look for Projects to nominate for tech. awards from Saskatoon & Area.
3. Call for submission: ASHRAE Regional Technology Awards document generated

#### C. Membership Promotion – CK

1. 2 new members as of yesterday – 1 member delinquent
2. Start of July we were at 104 our goal is to be +2% of that and now we are at 116 members
3. Large employer flag for sponsorship

#### D. Student Activities – JL

1. No Report for November meeting
2. Roll over in student branch.
  - a. Requit at Usask presentation – CL & AB
  - b. Flag YEA events & Networking opportunities.
3. Society Award for Student Branch Advisor.
4. Building EQ Capstone project.
5. Travel Grant due in November – Funds for travel to Society conference.

#### E. Communications – CL/SO

1. November newsletter sent ASAP
2. Google program Calendar shared to members early, reminders ahead.
3. Former student chapter president for being a contributor to the ASHRAE handbook to be highlighted in November newsletter

#### F. YEA - CM

1. No report for November meeting
2. YEA members presenting at meetings – 5 mins ahead of main event outlining current projects.
3. 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 16<sup>th</sup> 4-5pm



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**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.
3. Government of Saskatchewan meeting has gone full circle – Back to Megan from SaskEnergy – SO to put together questions now for them

**H. Build Green Conference Update - KH**

1. Conference Dates **November 12-13**
2. Program & Trade show planning underway, Available on website
3. Looked at budget we are in the green after seed fund is returned (approx. \$4,000)
4. 30 trade show sponsorship with 140 attendees

**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.

**8. New business**

- A. Wednesday December 3<sup>rd</sup>
- B. We need to order new cheques
  - a. GH to inquire about Innovation Account

**9. Location/Time of next BOG meeting:**

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

**10. Adjournment**

- A. Motion to adjourn by CL, seconded by KH @ 5.09 PM