

**Board of Governors - Meeting Minutes**

**December 5, 2025 - Virtual**

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1. **Call to order** - by KH, seconded by CL @ 4.04PM

2. **Attendance**

Alex Barnes [AB]	__Virtual__	Kyle Harasyn [KH]	Virtual _____
Jared Larson [JL]	_____	Cole Litzenberger [CL]	__Virtual__
Spencer Ollenberger [SO]	__Virtual__	Cailin MacPherson [CM]	__Virtual__
Grant Henneberg [GH]	__Virtual__	Coner Kerslake [CK]	_____
Brian Evanochko (BE)	_____		

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; \$12,341.38
  - Investment; \$9,886.22
  - \*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 – CASHED
  - Receipts to be given to Spencer for Tim Wentz and November Venice House Receipt
- C. Past years Audit ready for review. – Blaine has approved to do this.
- 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
- F. GH looked into banking with Affinity – will provide more information on the package when he can provide it

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 – Chapter ended up sponsoring \$100 for this event
  - January *Jordan Hittel Steam Systems* – January 15<sup>th</sup> Venice house presentation
  - February *SaskEnergy Presentation (?) Geothermal systems design (DL?)* – Student night (?)
  - March *Wade Conlan – DL Tuesday March 10<sup>th</sup>*
  - April Society president, Bill McQuade Visit / Combo student night (Capstone / Research presentations)  
*April 27\** - membership promotion night – Student night here (?)
  - May End of May – Moon lake again.
  - June Brewery Tour (?)



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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. Donation of ~2,300 USD/ 1,400 CAD
  3. 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.

#### 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 – GH has a nice template that will make up and get printed at Staples
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. Start of July we were at 104 our goal is to be +2% of that and now we are at 116 members
2. Large employer flag for sponsorship
3. CK looking to repurpose curling trophy for anything

#### D. Student Activities – JL

1. Jared did tour for thermodynamics class – Tour went well
  - a. Donation for toe caps for tour – need approximately \$1,500 to make this happen. Look into potential multi sponsorship
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. December newsletter working on it
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. Big things coming in 2026 – Pizza event ect.
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

#### 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.



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3. Government of Saskatchewan meeting has gone full circle – Back to Megan from SaskEnergy – SO to put together questions now for them
  - a. Any questions you want to ask SaskEnergy please sent them over to SO.
  - b. Looking for 10 questions to ask

**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
5. Good conference – well received

**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**

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

**8. New business**

- A. We need to order new cheques
  - a. GH to inquire about Innovation Account
  - b. SO to get new cheques – minimum amount we are allowed

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

- A. Second Thursday of month – 4pm

**10. Adjournment**

- A. Motion to adjourn by CL, seconded by KH @ 4:53 PM