

Board of Governors - Meeting Minutes

April 1, 2026 - MacPherson Engineering Board room – 305 Idylwyld Drive north

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

2. **Attendance – P (In-person) V (Virtual)**

Alex Barnes [AB]	___ P ___	Kyle Harasyn [KH]	___ P ___
Jared Larson [JL]	___ ___	Cole Litzenberger [CL]	___ P ___
Spencer Ollenberger [SO]	___ P ___	Cailin MacPherson [CM]	___ ___
Grant Henneberg [GH]	___ ___	Coner Kerslake [CK]	___ P ___

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 January.

B. Account Balances – as of March 5, 2026

Checking;	\$13,257.80
Investment;	\$9,888.04
Cash on hand;	\$100
BuildGreen Deposit	\$5,000

Past years Audit ready for review. – Blaine has approved to do this. – Blaine done review sent to Kyle

C. Look into new method of sending RP seed fun through a direct method – looked into this may be more expensive than mailing a cheque

D. Look into RBC non-profit account – completed and new account set up

E. BuildGreen funds plus interest will be paid to chapter shortly

F. Vote regarding account balance ins and outs from July 2nd 2025 to today.

1. All in favor – 5 Absent - 3

G. Vote regarding paying KH an etransfer in the amount of \$3,714.71 for RP donation, DL travel expenses (split with Regina Chapter), March chapter meeting costs, and ISC registration

1. All in favor – 5 Absent - 3

4. **Programs AB**

A. Program calendar for year;

April April 9th – YEA Night Beer and Tacos
 Society president, Bill McQuade Visit / Combo student night (Capstone / Research presentations)
 April 27* - membership promotion night – Student night here (?)
 Dinner meeting – Saskatoon Inn 50-52 a head or can do lunch buffet for \$39 a head – ASHRAE to cover room rental of \$450 and taxes/ tip – AB to confirm AV costs
 Time 5:30-9 pm

May End of May – Moon lake again. May 28th

Registration costs;

Individual Golf, Lunch & Dinner	\$250. ⁰⁰
Individual Golf, & Lunch	\$150. ⁰⁰
4x Golf, Lunch & Dinner + hole sponsorship	\$1000. ⁰⁰
Hole Sponsorship (100 per additional sign at hole)	\$200. ⁰⁰
Hole-in-One Sponsorship	\$400. ⁰⁰

June Forest Fire Smoke Presentation – Look at doing virtual and free – invite BOMA and other organizations to promote ASHRAE



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Other Derrick Nykoluk has indicated that SaskEnergy is available to present in either June or September
Greg Scrivener (Laporte Engineering) is open to a presentation – would prefer to do it in person.
We could aim to line this up for Oct/ Nov next year.
For future events at Venice house look at ways to prevent disruption with bringing food out.
Cailan is organizing a YEA event in April

5. Committee Reports

A. Research Promotion – AB/KH

1. Scholarship balance end of 2024-25 year; **5,780/30,000 USD**
2. RP Goal – \$6,000 (~8,150 CAD) for 2025-26 year Current amount of goal \$4,386
* 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. No Report
2. 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
3. GH to be provided list of donors
4. Look for Projects to nominate for tech. awards from Saskatoon & Area.
5. Call for submission: ASHRAE Regional Technology Awards document generated
6. GH to reach out to mechanical engineers in Saskatoon to see if they have a design they would like to submit for an award
7. Goal to get one design to our chapter region for next year
8. Template for certificates to be sent

C. Membership Promotion – CK

1. One new member
2. Start of July we were at 104 our goal is to be +2% of that and now we are at 116 members
3. 3 new members
4. CK to get set up with new email to chase down the delinquents
5. GH mentioned to ensure we put out that when you renew you get a free benefit and to send info out on this
6. CK has old ASHRAE items to be reviewed and determine new home for items we want to keep
7. Large employer flag for sponsorship
8. CK looking to repurpose curling trophy for anything
9. Excel with the members work place grouping shared with BOG
10. History items from the past ASHRAE board was distributed with the BOG

D. Student Activities – JL

1. No report
2. 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
3. Roll over in student branch.
 - a. Requit at Usask presentation – CL & AB



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- b. Flag YEA events & Networking opportunities.
- 4. Society Award for Student Branch Advisor.
- 5. Building EQ Capstone project.

E. Communications – CL/SO

- 1. March Newsletter done being sent out today for review
- 2. Google program Calendar shared to members early, reminders ahead.
- 3. SO to send out post on LinkedIn

F. YEA - CM

- 1. No report
- 2. April YEA event flyer provided – KH to get information to blast out CL to put in newsletter
- 3. YEA members presenting at meetings – 5 mins ahead of main event outlining current projects.
- 4. 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. No report
- 2. PAOE Goal of Par.
- 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.
- 4. 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
 - c. Question to add infer about this: Anything above 5 tons is covered under b-52, but anything under is not and there is no code right now to technically follow
 - d. Questions now answered

H. Build Green Conference Update

- 1. Not happening this year
- 2. Presentation by AA attached to meeting minutes done during the meeting
- 3. Next one is loose – nothing committed for next conference

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. Candidate 2026-2027 Chapter Year
 - a. Secretary - Grant
 - b. Treasurer - Kyle
 - c. President Elect - Alex
 - d. Vice President – Cole
- B. Go through PO points and verify if it has been completed or not ASAP
 - a. Can be found on the ASHRAE website
 - C. Review August CRC sign-up – discuss with chapter how many we want to send and budget
 - i. \$1250 a person with dedicated hotel room
 - ii. Discussion about sharing cost of hotel room if want own room
 - D. Delegate training is the first Saturday/ Sunday in May in Vancouver

9. Location/Time of next BOG meeting:

- A. May 7th – 4pm

10. Adjournment

- A. Motion to adjourn by KH, seconded by CL @ 5:27 PM