

**DRAFT VERSION 2 – to be formally confirmed at 2018 AGM**

**CIBSE ASHRAE Group AGM 2017**  
Online ,1pm Thursday 8th June 2017  
Draft minutes

**In attendance**

Athanasios  
David Arnold  
Tim Dwyer (chair and note taker)  
Mahroo Eftekhari  
Stephen Gill  
Ken Goodman  
Dave Green, Alberta, Canada  
Denis van Es, South Africa

**1.0 Apologies**

Emeka Osaji  
Richard Rooley  
Ewen Rose

**2.0 Minutes of last AGM (March 2016) and matters arising**

(Copy attached)  
Confirmed as true record  
All actions completed  
All other matters covered in this main agenda

**3.0 Annual Report (year ending December 2016)**

(Copy attached)

Tim provided a commentary highlighting the Graduate of the Year event and the joint ASHRAE/CIBSE group event on Data Centres held in Cork at IERC in February 2017 (not in written report) that provided an excellent opportunity for networking as well as technical content.

Attendance on live webinars have been...

- November 2016, "The 'smart' answer to indoor air quality" Max Sherman - 98 webinar attendees
- December 2016, "Weather data for use in building energy calculations" Joe Huang - 124 webinar attendees
- February 2017 "Refrigerant Choices" Andy Pearson - 113 webinar attendees
- March 2017 "Data Centres Update" David McAuley and Robin Steinbrecher - 41 webinar attendees (approx 40 in physical attendance in Cork)

The recordings of the webinars have typically been watched many hundreds of times.

**4.0 Election of Officers**

\*Chairman - Stephen Gill  
\*Vice Chairman - Dave Green  
\*Secretary/Communications Officer - Ewen Rose  
Programme/ASHRAE HQ liaison - Tim Dwyer (*post meeting amendment*)  
Student Activities - (Normally Graduate of the Year)  
Research Officer - Richard Rooley

Historic Officer - David Arnold

\*Minimum need

The meeting agreed that a planning committee (Steve Gill, Dave Green, Ewen Rose and Tim Dwyer) will meet in the next week (or two) to determine other members of the committee.

It was noted that the following have been unable to participate in the committee over the last 6 months and would be removed from the 2017-18 committee. They are all thanked for their contribution.

Muayyad Abdelhadi - Saudi Arabia

Jos Brownlie - UK

T Junaid - Saudi Arabia

Hyojin Kim - USA

### **5.0 Confirmation/re-establishment of Liaison Members**

Including:

ASHRAE:- Tim Dwyer

ASHRAE Euro Region:- Ken Goodman

ASHRAE RAL/Pakistan:- Farhan Mehboob (*post meeting amendment*)

CIBSE HQ:- Nyree Hughes

Institute of Refrigeration :- Colin Vine

Young Engineers Network:- Emilia Targonska (*post meeting amendment*)

IMechE CBSD :- Tim Dwyer

South Africa - Mike Barker and/or Denis van Es

Energy Institute - Possible liaison to be discussed by planning committee

Possibility of more International members to be discussed by planning committee

### **6.0 Confirmation of Group Activities**

It was agreed that virtual meetings (webinars) are effective but can be improved if there is also a physical audience at a venue

Mahroo Eftekhari confirmed that she would be content to host group events at Loughborough University

Including:

- Graduate Prize 2017 and Annual ASHRAE President's address – Thursday October 12<sup>th</sup> 2017
- Joint meeting with CIBSE FM Group – May 2018
- Joint meeting with Inst of Refrig – likely Past ASHRAE President Tom Watson event – autumn 2017

Suggestions (note named to progress) ...

- Ken Goodman - Dublin event - potentially at DIT - he will move forward
- Richard Rooley - BIM Seminar - We have to record in some way the events which take place to push the BIM model on site and to record the probabilities and consequences of those events. They are certainly not unforeseen. Is there some way of researching events on BIM projects and building them into the model? This will have to include the cost consequences firstly of modifying the model and secondly the impact on change orders.
- Ken Goodman - Zero Energy Buildings
- Denis van Es - South African focussed webinar

- Dave Green - The peer to peer micro-grid

### **7.0 AOB**

Ken Goodman suggested that the next CIBSE ASHRAE Technical Symposium be held in Cork at IERC (Director Tony Day has expressed great interest). Tim Dwyer explained that this was not an ASHRAE Group activity but he would pass on the suggestion to CIBSE.

Information: The new ASHRAE European Region is to start July 1<sup>st</sup>. The board is being assembled and first CRC (Chapters Regional Conference) is to be held in Belgrade in December

Meeting closed at 2.07pm

Minutes prepared by Tim Dwyer  
Version 2 Issued August 1st 2017  
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