

Draft
AHSRAE TC 8.7 Meeting Minutes
February 7, 2005

1. Call to Order
2. Introduction of Members, Guests, and Liaisons
Establish Quorum – Voting Members Present: Kaye Flamm, Dharam Punwani, Tom Tillman, Bill Mc Auliffe, Dennis Hasley, and John Andrepoint. Six of the 11 members were present. This established a quorum. Corresponding Member Present: Verle Williams. Guests: Al Green, Annette Dwyer, Craig Hurlbert.
3. Approve Minutes from Nashville. A motion was made by John Andrepoint to approve the meeting minutes. Tom Tillman seconded it. The motion passed.
4. Announcements – there were no announcements
5. Subcommittee reports
 - a. Handbook –
 - i. Dharam Punwani reported that we need volunteers to write different chapters for the handbook section of turbine Inlet air conditioning. The initial draft chapters will be due June 2006 and the final draft due in June of 2007. The handbook would be printed in 2008.
 - ii. The following assignments have been designated:
 - Thermal Storage Systems - John Andrepoint/Al Green
 - Evaporative Systems – Pat Graef
 - Chiller Based Systems – Bill Mc Auliffe
 - Introduction – Dharam Punwani
 - Applications, operating and performance – Tom Tillman.
 - Commissioning - Kurt Liebendorfer
 - Plant Maintenance – Pat Graef, Kurt Liebendorfer
 - Absorption – Dharam Punwani
 - iii. Detail outlines need to be ready by the end of May for review at the Denver June 2005 meeting.
 - b. Research – Don Erickson – No report
 - i. Kaye Flamm will get in touch with Don Erickson to find out his intentions on serving on the committee.
 - ii. Craig Hurlbert suggested an RTAR on environmental issues and benefits for TIC. Craig and Dharam Punwani will work on the RTAR for Denver.
 - c. Program Committee – Report by Al Green
 - i. A symposium chaired by Dharam Punwani is planned for Denver.
 - ii. John Andrepoint made a motion the “Symposium is TC 8.7’s number one priority for Denver.” This was seconded by Dennis Halsey and was passed 6-0.
 - iii. Kaye Flamm will find out how many design guides have been sold.

- d. Webmaster – Dharam Punwani – Dharam has moved the website to the ASHRAE server. The minutes of the last three meetings are on the website in addition to the membership roster.
 - e. TC Liaison Reports – No report. Tom Tillman will give an update on ASME PTC5.1 in Denver.
6. New Business
- a. Rudy Acevedo is moving up to Vice Chair of TC 8.7
 - b. Al Green will join as a voting member and as program chairman
 - c. Kaye Flamm will contact absent members to determine interest in remaining active on the committee.
 - d. Discussion on needing a secretary.
 - e. Kay Flamm reported on the chair breakfast and reported the following discussions.
 - i. There will be one on one website training in Denver
 - ii. There is a Hightower award for exceptional service at the TC level. TC should have an award subcommittee chair to scan for performance to be nominated for the Hightower award.
 - iii. TC's can post seminars on the ASHRAE website.
7. Next Meeting is in Denver at the ASHRAE Summer meeting, June 2005.
- a. Subcommittee meetings: Sunday
 - b. Committee meeting: Monday
8. Adjournment – John Andrepont made the motion to adjourn. It was seconded by Tom Tillman and approved.