

CIBSE/ASHRAE Group
Annual General Meeting
DRAFT until confirmed by next formal meeting

Held at London South Bank University
11 February 2009

In attendance:

Tim Dwyer (TD) – group chairman
Ewen Rose – vice chairman
Scott West – group research officer

Apologies:

David Arnold
Phil Jones
Geoff Leventhall

Annual report:

Tim Dwyer delivered his group annual report (a copy of which is supplied separately). He reported that group membership had continued to increase during the year to **6,643**, making it the one of the largest CIBSE Groups. However, CIBSE is about to ‘purge’ the list and will be making contact with all registered members to see if they remain ‘active’.

The vast majority of members keep in touch via email as they are spread around the world. Tim also reported that a large number download the presentations from our monthly meetings from the group website (www.cibseashrae.org).

We are, in effect, a ‘virtual’ group and the committee agreed that this was a good model for the future of special interest groups and that we should seek to exploit this by having more online activities

Electronic Meeting

An e-meeting was proposed last year and it was agreed that this should be taken forward in 2009/10. Suggestions for a topic and about the mechanism for delivering it are invited from group members.

Action: All committee members

Graduate Award

Morwenna Wilson from Arup won the annual CIBSE/ASHRAE Group graduate of the year award in October 2008. She travelled to Chicago in January to take part in the Winter Meeting.

The committee recorded its thanks to ASHRAE for the support and hospitality shown to Morwenna in Chicago, which has resulted in her becoming an enthusiastic and active member of the group and the Society. She has accepted the position of student liaison member on the committee.

She is also seeking to increase joint working between CIBSE’s Young Engineers’ Network and Young Engineers in ASHRAE (YEA).

As a result of the award, she was also invited to become a regular contributor to the new CIBSE Journal and has already contributed two articles including her impressions of the Winter Meeting.

Morwenna will receive her award formally at the H&V News Awards dinner on **April 30** at the Grosvenor House in Park Lane, London.

The 2009 award will take place on **October 15** at the IMechE in London during the ASHRAE Presidential Lecture to be given this year by Gordon Holness.

Tim, Ewen and Rowan Crowley – the consultant publisher of the CIBSE Journal – are meeting on March 12 to discuss a new format for the event. This may involve collaboration with the CIBSE Patrons to increase participation and interest in the event. **Action: TD/ER**

Presentation programme 09/10

Tim asked that all committee members be responsible for suggesting at least two speakers each for next year's programme starting in September.

It is hoped that Presidential Member Kent Peterson will visit in February 2010 and will give a presentation on the new sustainability standard 189.1 in London and Manchester.

Action: ER, GL and the rest of the committee

Dubai 2010

During the Chicago meeting, Tim and Ewen were briefed about the forthcoming Dubai conference to be held in April 2010. CIBSE has agreed to support this and the committee proposed that Dubai residents Kevin Mitchell and Charles Lever are invited to join the steering committee to represent our views and to offer practical support to the organisers. **Action: CIBSE hq**

Press coverage

The group continued to receive coverage in *H&V News* last year and Ewen Rose is now also contributing to the new CIBSE Journal so will be regularly reporting group events in that publication.

Action: ER

Research grants

Last year Geoff Leventhall proposed a project on 'Optimisation of Ductwork' that could be put forward to receive research funding from CIBSE and/or ASHRAE. It intended to look, in particular, at improving energy efficiency and noise control. This was not progressed during 08/09, but the group's new research officer Scott West agreed to take this forward and has already made contact with Geoff and Hywel Davies at CIBSE.

Action: SW

Election of officers

The following appointments were made for 2009-10:

COMMITTEE

Chairman – Tim Dwyer

Vice chairman – Ewen Rose

Student activities – Morwenna Wilson

Research Officer – Scott West

Liaison Members

ASHRAE – David Arnold; Richard Rooley

CIBSE hq – Marie Dignan

Young Engineers' Network – Michael Norton

Institute of Refrigeration – Graeme Maidment

Minutes recorded by Ewen Rose

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