

**AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS,
INC.**

**1791 Tullie Circle, N.E./Atlanta, GA 30329
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TC/TG/TRG MINUTES COVER SHEET

(Minutes of all TC/TG/TRG Meetings are to be distributed to all persons listed below within 60 days following the meeting.)

TC/TG/TRG NO TC 5.11 DATE July 14, 2007

TC/TG/TRG TITLE Humidifying Equipment

DATE OF MEETING June 25, 2007 LOCATION Long Beach, California

MEMBERS PRESENT	YEAR APPTD	MEMBERS ABSENT	YEAR APPTD	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
James Bucholtz	2005	Annette Dwyer	2005	Fred Kohloss
Gary Berlin	2004	Giuseppe Carneletto	2004	Duke Cramer
Daryl Stauffer	2007			Dave Swaller
Larry Hughes	2005			Michael J. King
Pat Graef	2005			Jon Bongaman
Earl Lewis	2007			Eric Brodsky

DISTRIBUTION

All Members of TC/TG/TRG plus the following:

TAC Section Head: Mr. Gaylon G Richardson	
TAC Chair: Mr. Craig P Wray	
All Committee Liaisons As Shown On TC/TG/TRG Rosters:	Mr. Edward D Fitts – Handbook Mr. Riyaz A Papar – Program Mr. Bodh R Subherwal – Standards Mr. Frederick H Kohloss – Research Mrs Claire B Ramspeck - Staff
Manager Of Standards Manager Of Research & Technical Services	Claire Ramspeck Mike Vaughn

DRAFT MEETING MINUTES

ASHRAE TC 5.11 Humidifying Equipment
Monday June 25th, 2007
2:15 – 4:15 PM,
Long Beach Convention Center, 305A*

I. CALL TO ORDER

Chair James Bucholtz called the meeting to order at approximately 2:15pm. A roll call was held, 6 of the 8 were present, establishing that a quorum was available to conduct committee business.

II. ROSTER

The following changes are being made to the roster:

Add: Daryl and Dave (Voting members)

Matt: Corresponding member

Annette: Needs to get added to roster.

Eric: would like to be added as a corresponding member.

Note: Roster needs to be checked and updated, and submitted

Earl, Larry, Annette, Gary, James, Dave, Daryl, Giuseppe - (Voting)

III. APPROVAL OF PREVIOUS MINUTES

The chair reported that there were no minutes from the last meeting because of the sudden departure of the current committee secretary.

IV. ANNOUNCEMENTS

Pat Graef reported the following items of interest from the section breakfast and TAC meeting:

- a. A new better method has been developed for updated the member biographical record. The new page even shows the various committees each member is on.
- b. TAC expects that the committees follow the method of procedures, master calendar, and other information posted on the ASHRAE TC section website. A special note was given about meeting the various deadlines for sending the agendas, updating the rosters, and sending out meeting minutes.
- c. From the section chair meeting, it was stressed that the TCs keep the websites current with all relevant information. Besides being used by members, the websites could be used by others trying to learn more about ASHRAE.
- d. If needed, members can submit to have a letter sent to their employer, thanking them for allowing them to attend the ASHRAE meetings.
- e. ASHRAE's new headquarters will be designed as a living lab, emphasizing new concerns for sustainability and energy savings.
- f. It was reported that there was a "Handbook Improvement" workshop, and the refrigeration volume was reviewed. Some highlights of improvement submitted to the committee were for an "introduction to refrigeration" and "safety" chapter being added.
- g. It was reported that there still is an ASHRAE research fund surplus of ~200K. The research committee is willing to review any proposals from committees for future research projects.
- h. TCs were once again asked to submit members, of TCs who have done outstanding work, as candidates for the George B. Hightower award.

- i. Committees can now submit information for the “Members First” newsletter, which will reach out to the chapter level.

V. STANDING COMMITTEE LIASON REPORTS

- a. Research: Frederick H Kohloss, research liaison, gave the report that the ASHRAE research fund currently has a surplus and the committee is open to proposals for research projects.
- b. Handbook: Edward D Fitts, handbook liaison, reported on the handbook updates. Mr. Fitts noted that even if there are no changes, the following still need to be submitted:
 - i. Authors checklist
 - ii. Permissions slips from references
 - iii. Mr. Fitts reported that everything needs to be submitted by August 1st, 2007 for the handbook changes. Changes can be submitted up to February 1, 2008 for the CD plus.

VI. SUBCOMMITTEE REPORTS

a. Research

As noted in the research Liaison report, the ASHRAE research fund currently has a surplus. The “Sterling” chart research is being proposed to have an update. This will be submitted for approval.

b. Program

Mr. Larry Hughes reported on the upcoming programs for the ASHRAE meetings as follows:

New York:

Seminar topics were discussed as follows:

- “Energy sustainability through humidity control in the printing industry” - Gary Berlin
- “Residential Applications” - Eric Brodsky
- “Reduction of Heat Gain” - Dave Swaller

Salt Lake City:

Transaction topic was discussed as follows:

- Determining the cost of energy and water usage through humidification and controls - Pat Graef

Chicago:

Forum topic was discussed as follows:

- Humidification applications. (A way to generate ideas for future presentations, handbook information, etc.)

Seminar topic was discussed as follows:

- “Applications of commercial and industrial humidity control” - Gary Berlin.
- Note: Need to have additional topics for Chicago. A possible action would be to call for papers.

Louisville:

Possible topics: “Health benefits for humidification”

Additional notes:

- i. Transactions are peer review papers. Time restraints will not allow for transactions at the New York meetings. The Salt Lake City meeting would allow more time for the transactions.
- ii. Larry mentioned that speakers need to upload the presentations 24hrs in advance to give the presentation.
- iii. Larry also mentioned that ASHRAE has been very stringent about the signing of the release form for the presenters.

c. Standards

Mr. Gary Berlin reported on the standards activities:

- i. Gary mentioned that there was one commenter on 164p. The committee will send a written response back to the commenter.
- ii. 178: This is moving forward with a meeting held on Monday, June 25th, 2007, at the Long Beach ASHRAE meetings.
- iii. 164.3: For the self contained units. There will probably be a meeting set up in Chicago for the start of this committee and standard.

d. Handbook

Daryl reported that the minimal changes will have to be made, since the deadline for submitting the changes is very close (August 1, 2007). As the handbook liaison reported, the permission slips and authors checklist must also be submitted. As discussed in the past meetings, the following actions are needed:

- i. Earl will submit illustrations to subcommittee for compilation in the chapter.
- ii. Daryl will submit action items to the TC committee for future scheduling of the changes.
- iii. Daryl asks that any changes previously submitted to the handbook chair, be resubmitted for insertion in the updated chapter.

VII. OLD BUSINESS

The was no old business

VIII. NEW BUSINESS

The following members were appointed to fill positions in the TC committee:

Voting for new members:

- Vice-chair: Annette Dwyer
- Handbook chair: Daryl
- Webmaster: Annette Dwyer

IX. NEXT MEETING

- a. The next meeting of the committee will be Monday, January 21, 2008 at the ASHRAE Winter meeting in New York City, New York.

VIII. ADJOURNMENT

- b. Motion to adjourn the meeting by Gary Berlin and properly supported. All members were in favor; none opposed.

