



MINUTES

1. Call to Order

Chair Pro Tem, Dane Carey called the meeting to order at 8:00 a.m.

2. Roll Call

Company	First	Last
Acme Engineering and Manufacturing Corporation	Doug	Yamashita
ASHRAE Journal	Steve	Comstock
BELIMO Aircontrols (USA) Inc.	Lars	Van der Haegen
Belimo Aircontrols, USA	Tom	Booth
C/S Group – ME	Ed	Rizk
Canarm Ltd.	Tim	Sutton
Construction Specialties	Jeff	Blake
Construction Specialties	Stacy	Gaskill
Construction Specialties	Russell	Geist
Daltec Canadian Buffalo	Philip	Southgate
FETA	Mike	Duggan
Greenheck Fan Corporation	Mark	Belke
Greenheck Fan Corporation	Tim	Kilgore
Industrial Louvers, Inc.	Jo	Reinhardt
InterCode Inc.	Vickie	Lovell
Kinetics Noise Control, Inc.	Richard	Anthony
Kinetics Noise Control, Inc.	John	Sofra
Loren Cook Company	Vic	Colwell

Kinetics Noise Control, Inc.	Mehrzad	Salkhordeh
M. K. Plastics Corporation	Keith	Lins
Mars Air Systems	Steve	Rosol
Metal Industries, Inc.	Mike	Astourian
Penton	Joe	Dahlheimer
Pottorff	Michael	Almaguer
Pottorff	Brad	Bauer
Pottorff	Pat	Cockrum
Reed Rubber Products, Inc.	Clark	Reed
Ruskin	Tom	Edwards
Ruskin	John	Knapp
Shanghai Nautilus	Pinshan	Li
Shanghai Nautilus	Alex	Zhang
T.A. Morrison & Co. Inc.	Cynthia	Arnoldi
T.A. Morrison & Co. Inc.	Ron	Chappell
T.A. Morrison & Co. Inc.	Denis	Labelle
T.A. Morrison & Co. Inc.	Sandy	O'Connor
TAMCO Research Corporation	Dane	Carey
Trane	Eugene	Smithart
The ACHR NEWS	Mike	Murphy
United Enertech	Michael	Dean
AMCA Europe	Neil	Jones
AMCA International	Joe	Brooks
AMCA International	Janet	Fyock
AMCA International	Robert	Harris

AMCA International	Michael	Ivanovich
AMCA International	Timothy	Orris
AMCA International	Wade	Smith
AMCA International	Mark	Stevens

3. AMCA International Policies and Guidelines

Staff reviewed the AMCA International Anti-trust, Conflict of Interest and Whistleblower policies.

Staff also informed the group about the AMCA committee member participation program. This program rewards participation in AMCA meetings with one credit for a conference call or GoToMeeting and three credits for a face-to-face meeting. Each credit is worth \$25 off the cost of participation in the AMCA Annual Meeting. All credits earned between July 1, 2013 and June 30, 2014 can be used to offset AMCA billed expenses at the 2014 Annual meeting. Credits can be applied to any AMCA billed expense – meeting cost, entertainment activities, etc. Credits cannot be applied to offset cost of airfare or hotel rooms, which AMCA does not invoice.

4. Adoption of Agenda

The agenda was adopted by consensus with the addition of MASTERSPEC under item 7.3.

5. Approval of Minutes from the Previous Meeting

MOTION: AC Div. 02-2013

Moved by: Mike Astourian

Seconded by: Tom Booth

That the minutes from the previous meeting held on May 6, 2013 be approved.

Motion Carried Unanimously

6. Committee Reports

Reports on the active committees within the Division were presented to the members. AMCA's Code Consultant, Vickie Lovell answered questions from the members on recent code activities. We are also going to need some voting help in the next NFPA 90A meeting to be held next June. See Tim Orris about signing up before Dec. 15th, 2013.

7. Discussion Topics

7.1 American Society for Healthcare Engineering (ASHE) Meeting Update

Mark Belke informed the members about a recent meeting with ASHE and presented a report that highlighted information that is being used by ASHE against our industry. Mark also said that doors have been opened and they are willing to sit down and work together on a compromise rather than opposing our proposals.

7.2 Election of Officers

At the conclusion of this meeting, Mark Schlauderaff retired as the Air Control Division Chair. Vice-Chair Dan Rau has just recently left the industry. The Air Control Division Nominating Committee has recommended that Mike Astourian be nominated as chair and Brett Reinhardt as Vice-Chair. The division was asked for any other nomination from the floor. None were suggested.

MOTION: AC Div. 03-2013

Moved by: Denis Labelle

Seconded by: Jo Reinhardt

Move that Mike Astourian is elected as Air Control Division Chair and Brett Reinhardt is elected as Air Control Division Vice-Chair.

Motion Carried Unanimously

7.3 MASTERSPEC

Michael Ivanovich asked for volunteers to review MASTERSPEC documents.

8. Other Business

The members were reminded to be in the lobby 15 minutes before their departure time if they are going on a tour.

9. Next Meeting

The next regular meeting of the Air Control Division will be held in early May, 2014 at the Eaglewood Resort in Itasca, Illinois.

10. Adjournment

MOTION: AC Div. 04-2013

Moved by: Pat Cockrum

Seconded by: John Knapp

Move that the meeting be adjourned.

Motion Carried Unanimously

Minutes recorded by,



Timothy J. Orris
Director of Publications and Standards