Amit Ahuja

AMCA President
1. Opening Remarks

- November 2 — Air Movement and Air Control Divisions
- November 5 — ConstructConnect research results
- November 9 — AMCA COVID-19 initiatives
- December 8 — General Session
  - *Financial reporting*
  - *Board of Directors nominations*
  - *Committee structure reorg*

*All meetings start at 8:00am CST*
Introductions & Guidelines

• Today’s meeting agenda is attached in the “Handout” section of the attendee control panel along the side of your screen and can be opened/viewed on screen or printed from your computer.

• Audience will be muted during the program.

• Questions can be submitted anytime via the GoToWebinar platform and will be addressed at the end of the presentation. To submit a question:
  1. On the attendee control panel on the side of your screen, select the “Questions” drop down option.
  2. Type your question in the text box and begin with the name of the person to whom your question is directed.
  3. Click “Send.”

• Reminder: This program is being recorded.
2. Call to Order
3. Roll Call

The GoToWebinar registration list will serve as the attendee roll call.
4. AMCA International Policies and Guidelines

Available on AMCAConnect:
https://www.amcaconnect.org/home/myamca/members-handbook-details
5. Adoption of Agenda

The agenda will be adopted by consensus. Please **raise your hand** on your control panel if you have any additions or objections.
6. Approval of Minutes from the Previous Meeting

A motion is in order
Mark Stevens

AMCA Executive Director
7. Moment of Silence
Bob Jorgensen

Buffalo Forge Company (retired)
Roger Lichtenwald

American Warming & Ventilating
(retired)
Bob Jorgensen
Buffalo Forge Company (retired)

Roger Lichtenwald
American Warming & Ventilating (retired)
8. Financial Statement & Budget Recap
Jim Meats
AMCA Treasurer

Paul Fajnor
Director of Finance
Statement of Activities
For the Years Ended June 30, 2020 and 2019

<table>
<thead>
<tr>
<th></th>
<th>2020 Actual</th>
<th>2020 Budget</th>
<th>Variance to Budget</th>
<th>2019 Actual</th>
<th>2020 vs. 2019 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$7,323,202</td>
<td>$7,348,800</td>
<td>($25,598)</td>
<td>$6,767,818</td>
<td>$555,384</td>
</tr>
<tr>
<td>Expense</td>
<td>(7,091,878)</td>
<td>(7,410,693)</td>
<td>318,815</td>
<td>(6,535,104)</td>
<td>(556,774)</td>
</tr>
<tr>
<td></td>
<td>231,324</td>
<td>(61,893)</td>
<td>293,217</td>
<td>232,714</td>
<td>(1,390)</td>
</tr>
<tr>
<td>Non-Controlling Interest in Joint Venture</td>
<td>(316,511)</td>
<td>(286,296)</td>
<td>30,215</td>
<td>(320,799)</td>
<td>4,288</td>
</tr>
<tr>
<td>Net Increase/(Decrease) in Net Assets</td>
<td>($85,187)</td>
<td>($348,189)</td>
<td>$263,002</td>
<td>($88,085)</td>
<td>$2,898</td>
</tr>
</tbody>
</table>
Statement of Activities - Revenues  
For the Fiscal Years Ended 2020 and 2019

<table>
<thead>
<tr>
<th>Revenues, Gains and Other Support</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Dues</td>
<td>$ 1,883,910</td>
<td>$ 1,763,197</td>
</tr>
<tr>
<td>- Assessments</td>
<td>1,820,118</td>
<td>1,832,302</td>
</tr>
<tr>
<td>- Laboratory Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- AMCA Laboratory Testing Services</td>
<td>1,867,399</td>
<td>1,436,365</td>
</tr>
<tr>
<td>- AMCA Laboratory Accreditation Services</td>
<td>283,890</td>
<td>259,543</td>
</tr>
<tr>
<td>- Asia AMCA</td>
<td>817,908</td>
<td>726,027</td>
</tr>
<tr>
<td>- Independent Lab Testing Services – Net</td>
<td>11,884</td>
<td>38,587</td>
</tr>
<tr>
<td>- Other Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Publications, Seals and Labels</td>
<td>149,684</td>
<td>126,874</td>
</tr>
<tr>
<td>- Certified Ratings Program</td>
<td>215,575</td>
<td>212,360</td>
</tr>
<tr>
<td>- Meeting Revenue</td>
<td>164,984</td>
<td>216,680</td>
</tr>
<tr>
<td>- Net Investment Income both realized and unrealized</td>
<td>79,193</td>
<td>109,902</td>
</tr>
<tr>
<td>- Other</td>
<td>28,657</td>
<td>45,981</td>
</tr>
<tr>
<td>Total Revenues, Gains and Other Support</td>
<td>$7,323,202</td>
<td>$6,767,818</td>
</tr>
</tbody>
</table>
# Statement of Activities - Expenses

For the Fiscal Years Ended 2020 and 2019

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative and General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- AMCA - Association Services</td>
<td>$3,552,644</td>
<td>$3,245,764</td>
</tr>
<tr>
<td>- AMCA – Marketing/Member Services</td>
<td>966,540</td>
<td>816,134</td>
</tr>
<tr>
<td>- Laboratory Services/Technical Services</td>
<td>1,809,043</td>
<td>1,689,414</td>
</tr>
<tr>
<td>- Asia AMCA PTE., Ltd. Local Expenses</td>
<td>763,651</td>
<td>783,792</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$7,091,878</strong></td>
<td><strong>$6,535,104</strong></td>
</tr>
</tbody>
</table>
## Balance Sheet: June 30, 2020 and 2019

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Cash and Equivalents</td>
<td>$1,561,620</td>
<td>$1,501,892</td>
</tr>
<tr>
<td>- Investments</td>
<td>1,342,952</td>
<td>1,270,288</td>
</tr>
<tr>
<td>- Accounts Receivables - Net</td>
<td>664,279</td>
<td>662,882</td>
</tr>
<tr>
<td>- Other Current Assets including Inventory</td>
<td>132,049</td>
<td>281,134</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>3,700,900</td>
<td>3,716,196</td>
</tr>
<tr>
<td><strong>Property and Equipment, Net</strong></td>
<td>1,975,141</td>
<td>2,197,795</td>
</tr>
<tr>
<td>**Long Term Receivable In Asia AMCA Pte. Ltd</td>
<td>300,000</td>
<td>300,000</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$5,976,041</td>
<td>$6,213,991</td>
</tr>
</tbody>
</table>
**Balance Sheet: June 30, 2020 and 2019**

<table>
<thead>
<tr>
<th>LIABILITIES &amp; NET ASSETS</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Accounts Payable</td>
<td>$ 105,031</td>
<td>$ 145,230</td>
</tr>
<tr>
<td>- Accrued Liabilities</td>
<td>602,382</td>
<td>530,202</td>
</tr>
<tr>
<td>- Accrued Independent Lab Fees</td>
<td>12,052</td>
<td>70,642</td>
</tr>
<tr>
<td>- Joint Venture Accounts</td>
<td>202,741</td>
<td>328,895</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>922,206</td>
<td>1,074,969</td>
</tr>
<tr>
<td>Net Assets – Unrestricted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Assets Unrestricted after Non-Controlling</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td>$5,976,041</td>
<td>$6,213,991</td>
</tr>
</tbody>
</table>
Operating Expenses in Reserves (Number of Months)

Target Range
Minimum – 3 Months
Fiscal 2020-2021 Budget Highlights

• Board approved a balanced budget at their May 11th meeting
• Budget includes:
  • Continued commitment to the strategic plan, staff and infrastructure
  • Slight increase in membership count
  • Suite of new or expanded services
  • Backlog
  • Price increases effective July 1, 2020
    • Lab Services – 3%
    • Lab Accreditation – 3%
    • $950 Special Assessment for European Members – increased advocacy
• Reduced/eliminated expenses
AMCA International Financial Statements

• Proposed Motion: To accept the 2019-2020 AMCA International Financial Statements as presented.

• Action: Seek approval
9. Nominating Committee Report
Mats Sándor
AMCA Vice President
Nominating Committee Report

AMCA Board of Directors Members

5 to 15 members
Elected for 3 years
All Divisions and Regions should be represented
Juergen Albig

AMCA Board of Directors Nominee

Ziehl-Abegg SE
Director Product Development
Europe Region
Charlie Black

AMCA Board of Directors Nominee

Ruskin Company
Director – Sales & Marketing
North America Region
Mark Saunders

AMCA Board of Directors Nominee

Pottorff
VP – Sales & Marketing
North America Region
Asokdas Damodaran

AMCA Board of Directors Nominee

Systemair India
Managing Director
Asia Region
Louis Shum

AMCA Board of Directors
Re-Nominated to Complete His Term

G.E. Aluminum Technology Co.
Technical Director
Asia Region
Nominating Committee Report

5 to 15 members
Elected for 3 years
All Divisions and Regions should be represented

14 members
8 North America
2 Asia
2 Middle East
2 Europe
10. Election of Board Members

A motion is in order
New AMCA Board of Directors
11. Retiring Chairman – AMCA Board of Directors
David Johnson

Retiring Chairman - AMCA Board of Directors
12. Committee Restructure & Bylaws Changes
Mike Wolf

Committee Task Force
Why Reorganize?

• Increased committee activity in all regions
  • Growth arrived, but we needed a better committee map

• Reorganization needed to:
  • Facilitate and energize member engagement
  • Ensure that the steering committees connect the Board of Directors to the regions

• The AMCA Board looked at every facet of AMCA’s existing structure
  • Some restructuring required changes to the Bylaws
General Committee Structure - Proposed

Board of Directors

DIVISIONS
- AIR MOVEMENT
- AIR CONTROL
- AIRFLOW MEASUREMENT
- ACOUSTIC ATTENUATION

REGION STEERING COMMITTEES
- NORTH AMERICAN
- EUROPEAN
- MIDDLE EAST
- ASIA

FUNCTIONAL COMMITTEES
- EXECUTIVE
- AUDIT
- NOMINATING
- ENGINEERING-STANDARDS
- MARKETING

TECHNICAL
MARKETING
ADVOCACY
Air Movement Structure - Proposed
Air Control Structure - Proposed

Board of Directors

DIVISIONS

AIR CONTROL

AMCA 11
AMCA 111
AMCA 99
AMCA 11
AMCA 511
AMCA 512
AMCA 611
AMCA 1011
LOUVERS
DAMPERS
AIRFLOW MEASURE
DUCT SILENCERS
AMCA 500-D
AMCA 610
ASTM E477
AMCA 500-L
AMCA 540
AMCA 500
ASTM E90
OTHERS
North American Reg. Steering Committee

Board of Directors

NORTH AMERICAN REGION
STEERING COMMITTEE

MARKETING
- EDUCATION
- STATISTICS
- INDUSTRIAL MFRS

ADVOCACY
- ACCARC
- AMCARC
- HPAS
- REBATE
Other Regional Committee Structures

Board of Directors

STEERING COMMITTEES
- EUROPE
- MIDDLE EAST
- ASIA

- ADVOCACY
- MARKETING

MARKETING
MARKETING
Recommended Bylaw Changes/Motion
Expanding the Definition of Associates

• Proposal to add “A company that designs and sells a product under AMCA’s scope, but subcontracts assembly and fabrication.”
  • Expands the eligibility of some companies to become associates. Associates are not members and cannot vote on association-wide issues or hold leadership positions, but they can serve on committees.
• Article III, Section 7
Steering Committee Proposals

• Have Steering Committee Chairs also be Chairs of Regions
  • Strengthens the connection between the Board – Steering Committees – Regions
    • Article VII, Section 5

• Appoint Steering Committee Chairs to the Nominating Committee
  • Instead of appointing Region Chairs to the Nominating Committee, appoint Steering Committee chairs
    • Article IX, Section 2c
Committee Chair Term Limit

• Proposal to add “The term of the chair is two years. The chair may not serve more than two consecutive terms.”
  • Article 9, Section on Committee Chairs
Engineering Committees

• Proposal to mandate product section engineering committees and remove the association-wide engineering committee.
  • Article 9, Section 2B
Marketing and Advocacy Committee

• This moves marketing advocacy responsibilities to the regions.
  • Article 9, Sections 2D and 2E (new)
What’s Next

• Letter ballot to the membership
  • Within 30 days of December 8
  • Quorum: 20%
    • Abstentions count towards the quorum
  • Approval: 66% of “ayes” plus “nays”
13. Executive Director’s Report
Mark Stevens

AMCA Executive Director
AMCA Strategic Plan
AMCA’s Mission

To advance the knowledge of air systems and uphold industry integrity on behalf of AMCA members worldwide.
Global reach. Local touch.

Truly international membership

- **157** North America
- **31** Europe
- **158** Asia
- **7** Latin America
- **36** Middle East
Where We’re Growing

North America

Asia

Middle East

Latin America

Europe

Global Certifications

2848 Americas
49 Europe
932 Asia
181 Middle East
Three Strategic Priorities

ADVOCATE
Ensure members are properly represented on legislative and regulatory arenas

EDUCATE
Improve the understanding, application and performance of air systems

CERTIFY
Ensure products and laboratories perform as specified
<table>
<thead>
<tr>
<th></th>
<th>CRP &amp; Lab</th>
<th>Advocacy</th>
<th>Education</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Leadership Team</td>
<td>Nazme</td>
<td>Mike</td>
<td>Robb</td>
<td>Paul</td>
</tr>
<tr>
<td></td>
<td>Joe Nazme (ISO, FEI)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-lab Non-senior</td>
<td>Tim M.</td>
<td>Scott (content, publishing)</td>
<td>Lisa</td>
<td>Courtney</td>
</tr>
<tr>
<td></td>
<td>Tim O.</td>
<td>Aaron (NA Advocacy)</td>
<td>Tim M. (speaker/writer)</td>
<td>Janet</td>
</tr>
<tr>
<td></td>
<td>Greg</td>
<td>Tim M. (ISO, ASHRAE, FEI)</td>
<td>Andy (stats program)</td>
<td>(meetings/admin)</td>
</tr>
<tr>
<td></td>
<td>David</td>
<td>Shruti (pub development)</td>
<td>Scott (content, publishing)</td>
<td>Bruce</td>
</tr>
<tr>
<td></td>
<td>Andy</td>
<td></td>
<td></td>
<td>(IT)</td>
</tr>
<tr>
<td>Testing Operations</td>
<td>Reilly</td>
<td></td>
<td></td>
<td>Andy</td>
</tr>
<tr>
<td></td>
<td>Christian</td>
<td></td>
<td></td>
<td>(membership)</td>
</tr>
</tbody>
</table>
Certification

Better enforcement

Make program easier to understand

Process improvement

Growth
Certification

• Changes to Publications 11 and 211
  • Clarifying ambiguous text
  • Closing loopholes where they exist
  • Strengthening enforcement
  • QR Codes in catalogs

• Lab and CRP Staff Communication
  • 2 Different staffs
  • Better handoffs
  • Established and on-going
Certification

• FEI Bubble Calculator
  • Complete
  • On AMCA website

• Motor Calibration Facility Upgrade
  • Some sizes installed
  • Need balanced line voltages

• Lab 210 Software – calculation of FEI
  • Complete
Certification

• Proactive Violation Search
  • Focusing on product selection programs
  • Starting in Middle East, Europe and US
  • Larger issue than first thought
  • Needs more focus

• AMCA Standard 301 Calculator
  • Complete
  • On AMCA website
Certification

• CRP Modules
  • Not started

• CRP A, B, L, M Web Pages
  • Complete

• ASHRAE 1769 Project
  • Under Tim Mathson
  • New engineer, David, now dedicated to project
  • Virtual test for PMS on December 3rd
Certification

• Simultaneous Air & Sound Testing
  • Big project
  • Likely not complete by July 2021

• Threshold Re-Testing
  • Just launched
Advocacy

1. Legislative & regulatory
2. Standards development
3. Publications
4. Industry relations
Advocacy

• FEI North America
  • FEI test procedure petition submitted to DOE
    • But likely superseded by Biden administration – i.e., resuming full regulation
  • FEI in all model energy codes and standards starting 2019
  • Moving to state energy codes
    • Florida and Oregon have FEI
    • California Title 24 2022 likely
    • FEI Rebate Program launched in Seattle
    • FEI proposed to Uniform Mechanical Code
    • Lack of FEI certifications is dragging FEI advocacy.
Advocacy

• FEI International
  • In-person and online symposia given to India, Malaysia, and Singapore
  • China - opposed FEI for US DOE petition & did not choose FEI for new China metric
  • Europe – very complicated landscape
  • Middle East - good reactions to webinars for ASHRAE chapters in Dubai, Bahrain

• Organize Committees
  • At the finish line
Advocacy

• ISO Harmonization
  • AMCA 210 and 300: stable
  • AMCA 201: inside technical report, getting improved
  • AMCA 240: progressing
  • AMCA 207: inside ISO 12759
  • AMCA 208: progressing
  • DIN rejects all things AMCA

• Statistical Program
  • D+R Contract in place
Advocacy

• Hire Advocacy Manager for North America
  • Aaron Gunzner hired

• Early Warning/Synthesis and Reporting/Member Engagement
  • In place, but needs more automation
  • Staff working on “proactive insertion” communications approach for state energy
Advocacy

• North American Industry Relations
  • SMACNA and ACCA supported DOE petition
  • MOU with ASHRAE signed
  • NEMA co-signed a position paper that supports us on CAIEMS, working with them on IEC 61800-9-2
  • AHRI commented heavily on AMCA 214 but participated well in AMCA 214 Committee

• Advocacy Briefs
  • Worked well for IECC votes for FEI
  • Retooled for state advocacy
  • Others being developed.
Education

- Internally and externally promoting knowledge of air-systems and certification

White papers & *Inmotion*™

Online training modules & webinars with PDHs

Credits & credentials

Engineering conferences
Education

- Statistical Program
  - Revamped program has not improved take-up
  - May appear on next strategic plan too

- FEI Promotion
  - Ongoing
  - Inmotion
  - HPAC Engineering
  - Construction Specifier
  - Past ASET Conferences
  - Local conferences
  - *Pivoting toward COVID-19*
Education

• Influence Engineers to Specify AMCA
  • Built up a decent social media following through Josh and pop-up webinars
  • Pop-Up Webinars have replaced visits to engineering offices. These appear to be just as, if not more, effective than personal visits.

• Young Engineers
  • Conducted two webinars with Rutgers and national engineering student network

• Speakers Bureau Volunteers and Content
  • Exploded with Pop-Up Webinar production
Education

- Hire Education Manager
  - Lisa Cherney hired

- MasterSpec
  - Review complete; submitted to, and accepted by, Masterspec

- Webinar Series
  - Not part of the original initiatives but have been tremendously successful.
Education

• Modules
  • 2 AMCA developed Premium modules complete (System Effect and Fan Acoustics)
  • FEI nearing completion
  • Queue for future modules developed and in development
  • AMCA insite™ webinars are also available for PDH credit in module format
  • 3 Freemium modules also available with more in development
What’s Next – New Plan Due in 2021

• Meet with Regional Steering Committees in first half of 2021
• Board and Past Presidents meet in summer 2021
  • Develop major initiatives
• Tactic plan developed in follow-up meeting
  • Based in strategic plan initiatives
• AGM 2021
  • Strategic Plan and tactics presented to membership for approval
14. International Donations to AMCA Lab
Donations

Diffuser for Wind Driven Rain

Comb Device for Water Penetration Test

Belts and Pulleys for ASHRAE RP1769

Thank You!
Greenheck Fan Corporation
15. Next Meeting
Mats Sándor
AMCA Vice President
16. Questions
17. Closing Remarks and Adjournment