

SECY.

John Partington

PRES.

Ottawa Valley Chapter
(CHAPTER)

Send blue copy, together with white form on chapter attendance record, to Membership Division, 62 Worth Street, New York 13, N. Y.

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

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A CHECK LIST OF ITEMS TO BE REPORTED

1. PRESIDING OFFICER
2. CALL TO ORDER (TIME & PLACE)
3. ROLL CALL
4. APPROVAL OF MINUTES
5. REPORTS
6. ELECTION MEMBERS OFFICERS
7. OLD BUSINESS
8. NEW BUSINESS
9. SPEAKER (TITLE) (BUS.) (CITY) SUBJECT
10. DISCUSSION
11. MOTIONS
12. RESOLUTIONS
13. OTHER FEATURES
14. LIST ON SEPARATE FORM NAMES OF GUESTS AND BUSINESS ADDRESSES AND MEMBERS IN ATTENDANCE.

The regular May meeting of the chapter was held at the Cathay House Restaurant on Tuesday May 21st. with President John Partington presiding.

Meeting called to order at 7:00 PM

Minutes of previous (April) meeting were read by Ian Paterson - Motion by Al Oakes - second by Art. Leithead that minutes be accepted as read - Motion carried.

Business arising from minutes - Nil

Vice-President Ian Paterson reported on Regional Conference held in Banff, Alta.

President John Partington elaborated in general terms on the conference to be held in Ottawa in 1964 and outlined some of our obligations for this event and pointed out considerations for planning.

Mention
Motion was also made about the \$ 20.00 proposed prepaid meal plan and \$ 5.00 dinner charge for guests.

Doug Proctor presented annual report on membership, stating that there were 20 potential members for 1963-64.

Gord Goodkey presented annual treasurers report - as of May 21st. - profit of \$ 153.70. Total assets \$ 1,426.35.

Election of Officers:

Hobbs, Palmer and Warrman appointed as scrutineers.

Nominations - President - Ian Paterson

Motion by Carscallen - second by Allum that nominations close - carried.

Nominations - Vice-President - D.C. McKeen

Motion by Legare - second by Klassen that nominations close - carried.

Nominations - Secretary

Gord Goodkey

Moved by Minshall - second by McCaughey that nominations close - carried.

Nominations - Treasurer

Charles Scholk

John Kennedy

Moved by McPherson - second by Kirby that nominations close - carried

Result of ballot - Charles Scholk new Treasurer.

Nominations - Board of Governors

Al Oakes, Bob Bate, John Dugan, Drew Hearnden, Bob Legare

Moved by Paterson - second by Pentstone that nominations close - carried

Result of ballot - Oakes, Bate & Dugan

John Partington retired as President and turned the gavel over to incoming president Ian Paterson.

Jake Klassen bestowed usual honors on President John and extended thanks on behalf of membership and initiated him into the Past Presidents group.

(over)

President John acknowledged and wished the chapter well.

Meeting followed by usual (election night movies) on Dawson City,
Harlem Globe Trotters and "62" Grey Cup.

Motion by Allum - second by Hearnden that meeting adjourn - Motion carried.

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