



# ASHRAE Technical Committee 4.1

## ASHRAE TC 4.1 Load Calculation Data & Procedures

### Full Committee Meeting Agenda

#### 2025 ASHRAE Winter Conference

**Hybrid Meeting** [Remote Link: [https://teams.microsoft.com/join/19%3ameeting\\_NTYxZjBhZmEtNmFiNS00NTlmLWJiMTQtMThiZTcxZDU5NWY1%40thread.v2](https://teams.microsoft.com/join/19%3ameeting_NTYxZjBhZmEtNmFiNS00NTlmLWJiMTQtMThiZTcxZDU5NWY1%40thread.v2)]

**In-Person:** Orlando Hilton, Lake Florence A/B (Lobby Level)

1. **Call to order** Rachel Spitler

2. **ASHRAE Code of Ethics Commitment** Rachel Spitler

*"In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests."* (See full ASHRAE Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>)

3. **Roll call – Determination of a Quorum** Jim Pegues

Chip Barnaby	6/30/2026	Ardeshir Moftakhari	6/30/2026
Liam Buckley	6/30/2028	Jim Pegues	6/30/2028
Glen Friedman	6/30/2028	Rachel Spitler	6/30/2026
Suzanne LeViseur	6/30/2026	Chris Wilkins	6/30/2025

4. **Introductions** All

- a. In Person Sign-In sheet
- b. Updates to the agendas

5. **Scope, Mission Statement** Rachel Spitler

Scope: TC 4.1 is concerned with the identification and compilation of engineering data and the development of procedures for calculating heating, cooling, refrigeration, and ventilating loads of structures.

Mission Statement: To serve practitioners by advancing the data and procedures of load calculations.

6. **Agenda additions**



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### 7. Liaison reports (as they arrive)

- a. Section Head
- b. Chapter Technology Transfer
- c. Research
- d. Handbook
- e. Staff, Research/Tech Services
- f. Standards
- g. TAC Chairman

### Liaisons

Kyle Gluesenkamp  
Christopher Adams  
Dennis Landsberg  
Eric Granzow  
Steven J Hammerling  
Mr Philip J Naughton  
James S Bennett  
Rachel Spitler

### 8. Chair's Report

- a. Announcements from TC Chairs' Breakfast Meeting
  - i. YEA Conference Mentorship Program ([youngengineers@ashrae.org](mailto:youngengineers@ashrae.org))
  - ii. A new ASHRAE Strategic Plan for 2025-2028 will be coming out in June.
  - iii. ASHRAE TAGs working on ISO working groups. ISO/TC 205/WG9 Heating and Cooling Systems overlaps with TC 4.1's scope. If interested in being on the US TAG, attending ISO meetings as an US expert, or serving as a TAG resource for document review, contact Kai Nguyen ([kguyen@ashrae.org](mailto:kguyen@ashrae.org))
  - iv. Reminder Fellows nominations are due May 1.

### 9. Approval of minutes from 2024 Summer Meeting

Rachel Spitler

### 10. Subcommittee reports

- a. Programs: James Lowry
- b. Research: Ardi Moftakhari
- c. Handbook: Jim Pegues
- d. Standards: Glenn Friedman
- e. Web Site: Jim Pegues

### 11. Old Business

Rachel Spitler

### 12. New Business

Rachel Spitler

### 13. Adjourn

Rachel Spitler