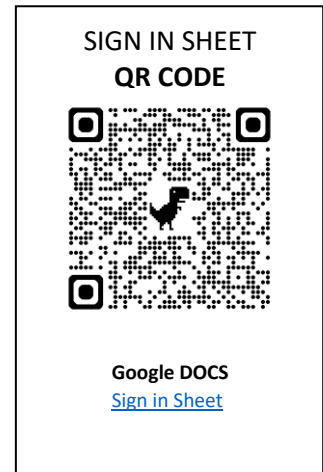


**ASHRAE TC 5.1 Fans**  
**Main Meeting Agenda**  
**2024 ASHRAE Annual Conference**  
**Hybrid Meeting**  
**Monday 6/24/2024, 4:30 PM - 6:30 PM EDT**  
**JW Marriott Indianapolis, White River F (1) & Virtual**

Microsoft Teams meeting  
[Click here to join the meeting](#)  
Meeting ID: 298 330 987 012  
Passcode: CX4Cnr



**1. Call to order**

**Harold Dubensky**

**2. ASHRAE Code of Ethics Commitment**

**Harold Dubensky**

“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. Introductions**

**All**

- a. Determination of a quorum by Secretary Kevin Gebke

*VOTING MEMBERS FOR THIS MEETING (Need (8) or ½+1 for a Quorum)*

Voting members and/or subcommittee chairs for 2024 Annual Meeting

<b>TC 5.1 Voting Members</b>	<b>Non-Voting Subcommittee Chairs</b>
Harold Dubensky - Chair	Z. Patrick Chinoda – Handbook S/C Chair
Mark VanderKooy – Vice Chair	Joseph Brooks – Standards S/C Chair
Kevin Gebke - Secretary	Brandon Diaz – Webmaster
Dr Rich Stauter - Program S/C Chair	
Jaime Yeh - Research S/C Chair	
Dr. Rad Ganesh	
Chaitanya Johar	
Nazme Mohsina	
Kim Osborn	
Brian Reynolds	
Eric Tinglof	
Jay Eldridge	
Greg Wagner	
Dr Gang Wang	

**4. Modifications to Agenda**

**All**

**5. Approval of Previous Meeting Minutes**

**Harold Dubensky**

- a. The last meeting of this committee was held on June 25, 202, in Tampa, FL as an in-person meeting. Draft meeting minutes will be posted on the TC 5.1 website <https://tc0501.ashraetcs.org/>.

**6. Chair’s Report Harold Dubensky**

- a. Announcements and Highlights from Section 5 Breakfast Meeting

## 7. TC Membership/Roster Report

Harold Dubensky

As of July 1, 2024: Voting members and/or subcommittee chairs.

TC 5.1 Voting Members	Non-Voting Subcommittee Chairs
Harold Dubensky - Chair	Z. Patrick Chinoda – Handbook S/C Chair
Mark VanderKooy – Vice Chair	Nathan Fetting – Standards S/C Chair
Kevin Gebke - Secretary	
Dr Rich Stauter - Program S/C Chair	
Jaime Yeh - Research S/C Chair	
Brandon Diaz – Webmaster	
Dr. Rad Ganesh	
Chaitanya Johar	
Nazme Mohsina	
Kim Osborn	
Joseph Fiegen	
Eric Tinglof	
Jay Eldridge	
Greg Wagner	
Dr Gang Wang	

- a. Membership: 114 - Total Members
  - i. 15 - Voting Members
  - ii. 2 - Non-voting Subcommittee Chairs
  - iii. 70 - Corresponding Members
  - iv. 27 - Provisional Corresponding Member
- b. Voting approval is 50% plus 1.
- c. ASHRAE requires a TC Balance - See update FG MOP on basecamp.
- d. Term limits:
  - i. Chair = 2 years with a 1-year extension through the approval of the Section Head.
  - ii. Vice Chair = 2 years.
  - iii. The Chair's term is not limited by the policy limiting normal Member and Member Non-Quorum reappointments to four (4) consecutive terms.
- e. Chair and Vice Chair MUST BE ASHRAE members!
- f. The Chair should have served at least one one-year term as Vice Chair or Secretary.
- g. Corresponding Members can serve in all TC management positions except Chair.
- h. July 1, 2025: updates to voting members and/or subcommittee chairs. Email for the Roster Update Form will be sent the first of February, 2025.
- i. Provisional Corresponding Members are dropped or changed to a Corresponding Member after 2 years.
  - i. The TC chair will email you to see if you want to be a Corresponding Member.
- j. If Interest in becoming a voting member. Submit your request to the TC Chair by February 2, 2025.

## 8. Liaison/Section Head Reports (as they arrive)

Liaisons

- a. Any TC liaisons or section heads present are given an opportunity to report on their activities.

## 9. Fan Regulatory Activities

TBD

## 10. Subcommittee Reports

Each subcommittee report should include a review of S/C roster, confirmation of S/C chairmanship for next year, and actionable items with target dates and responsible persons (if different from S/C chair.)

- a. **Website Report**
- b. **Standards Subcommittee**
- c. **Handbook Subcommittee**
- d. **Program Subcommittee**
- e. **Research Subcommittee**
- f. **Long Range Planning Subcommittee**

**Brandon Diaz**  
**Joe Brooks**  
**Patrick Chinoda**  
**Rich Stauter**  
**Jaime Yeh**  
**Harold Dubensky**

**11. New Business / Old Business**

**Harold Dubensky**

**12. Next meeting date and location - Orlando 2025 Winter Conference**

**Harold Dubensky**

**13. Adjournment**

**Harold Dubensky**