

MASDeC July 7th MEETING MINUTES

1. Approval of Minutes / Past Business

- Briefly discussed items from March meeting (no minutes for April).

2. Meeting Times, Location

- 4th Tuesday of the Month, every other month, No meetings November and December
- Alternate months sub-committees to meet to complete tasks
- Will look at getting Green Institute as a location for meetings
- Meetings:
 - September 21st
5:30-6:30 PM KFI, Tour (LEED pilot for existing buildings)
Joint meeting: AIA- COTE (Committee on the Environment)
 - October 26th
12:00 – 1:15 David Williams: Displacement Ventilation (Video)
 - January 25th
12:00 – 1:15 Jim Keller: ASHRAE National Meeting report
 - March 22nd
12:00 – 1:15 Leighton Deer: Dedicated Outdoor Air Systems
 - May 24th
12:00 – 1:15 Matt Branson: Control Strategies, LEED project

a. Design and Operation

No report

b. Equipment and Materials

- Green Surveys: Jim Keller and Todd Courneya will review surveys received.
- Brian to discuss where to place Green Products in Product Reference Directory-- either special icon or separate section. Brian will discuss posting on website w/Rick Hermans.

c. Education and Marketing

- No report

d. Legislation and Regulation

- MN B-3 Guidelines due July 2004.

3. MBO:

- *1. Organization: Betti will send a new roster of members to Chapter President.
- **2. MASDEC Seminar: (3) sessions are Life Safety, Refrigeration, and Education. Committee to add information and/or presenters for Green component to seminars. Leighton Deer to get info on refrigeration. Center for Energy & Environment is another source of info.
3. TEGA Award: Not high priority, but keep on list. To get info on process.
4. Coordinators: Invite people to report on meetings attend such as COTE, USGBC, ASHRAE, and not have designated people expected to attend all liaison meetings.
5. Student Awareness: Betti is working on project for Dunwoody. Will ask Committee for input.
- *6. Web Link: Priority to get info on committee and meetings to Al Tilman.
- **7. Tech Sessions: Will have 15 minute presentations by members every meeting.
- **8. Product Directory: Will ask Chapter to post on website. Will print info from surveys received.

* Ongoing, **Priority, All others lower priority

4. Appointments

- a. Co-Chairs: Betti Iwanski, Todd Courneya
- b. Secretary: Chairs will alternate leading meeting and acting as Secretary
- c. Coordinators: No official positions, but members encouraged to attend meetings
- d. Sub-Committees: Membership depending on interest.

5. Next Meeting

Look for a notice of the Tour of KFI, a pilot project for LEED certification of existing buildings, September 21st. Attend this joint meeting with AIA-COTE, an opportunity to discuss how architects and engineers can use green language to talk to each other.

VOLUNTEERS NEEDED:

- Get MASDeC meeting and committee work on MN Chapter Website
- Make 15 minute technical presentation to the group; Include summary to post on website
- Attend meetings of other Green groups and establish synergistic relationships
 - USGBC 2nd Tuesday of Month, AM
 - COTE 3rd Tuesday of Month, 5:30 – 6:30 PM
- Follow Legislation, regulation, technical trends, or education opportunities