

**AMERICAN SOCIETY OF HEATING  
AND VENTILATING ENGINEERS**

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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
- 5. ELECTION  
MEMBERS  
OFFICERS
- 7. OLD BUSINESS
- 8. NEW BUSINESS
- 9. SPEAKER  
(TITLE)  
(BUS.)  
(CITY)  
SUBJECT
- 9. DISCUSSION
- 1. MOTIONS
- 2. RESOLUTIONS
- 3. OTHER FEATURES
- ADJOURNMENT

Dinner meeting for "Charter Night" was held at Green Gables restaurant. Business meeting was called to order by Mr. Vern Carns at 8:15 P.

Mr. Carns introduced Mr. Art Pava of Los Angeles who served as toastmaster for the evening, introducing our guests.

The first speaker of the evening was Dean John C. Park of the College of Engineering, University of Arizona, Tucson, Arizona. Dean Park congratulated the group on the receipt of its charter and placed the celebration of the University. Professor Thornburg, head of the Department of Mechanical Engineering, University of Arizona, also extended his congratulations.

Mr. Walter Biddle, resident of the Central Arizona Chapter of the American Society of Professional Engineers, presented greetings from that group and also read congratulatory messages from other local Engineering Societies as well as messages from other Chapters of the ASHRAE.

Mr. Reg. F. Taylor, custom, Texas, President of the ASHRAE addressed the meeting giving information as to the function and operation of the Society. Mr. Taylor presented the Charter and also a gavel, gift of the West Texas Chapter of ASHRAE. With this gift he assume the obligation to present a gavel to the next new chapter of ASHRAE.

Mr. A. V. Hutchinson, New York, N. Y., Executive Secretary of the ASHRAE, congratulated the group and presented a Chapter record folder and shapes book.

Mr. Jay Vargo presented the report of the nominating committee, after which ballots were taken. The following officers were elected to serve the Chapter in 1954: Mr. Vern Carns, President; Mr. Edward Craft, Vice-President; Mr. Al Helesen, Secretary; Mr. Jim Scott, Treasurer; and Mr. Al Bawell, Board of Governors. The following motions were made, seconded and approved: (a) To send letter of thanks to Chapters and friends who sent congratulatory messages. (b) To accept previous resolutions passed by our Arizona group. (c) To send letter of thanks to the West Texas Chapter for the gavel.

Meeting was adjourned at 10:30 P.