

SBSE Annual Meeting, May 13, 2009

ASES Buffalo, New York, 12:00-2:00 pm, Buffalo Convention Center, Room 101H

LAST NAME	FIRST NAME	AFFLIATION	E-MAIL
Andrejko	Dennis	University of Buffalo	andrejko@ubuffalo.edu
**Bhattacharya	Yasmin	Massey University	yasminb@ucla.edu
Boake	Terri	University of Waterloo	tboake@uwaterloo.ca
Bryan	Harvey	ASU	harvey.bryan@asu.edu
**Campanella	Chuck	Cal Poly Pomona	cc1570@yahoo.com
Campbell-Howe	Becky	ASES	bchowe@ases.org
**Collins	Tom	University of Oregon	thomasc@uoregon.edu
Denzer	Tony	University of Wyoming	tdenzer@uwyo.edu
Elzeyadi	Ihab	University of Oregon	ihab@uoregon.edu
Fernandez-Gonzalez	Alfredo	UNLV	alfredo.fernandez@unlv.edu
**Gebhart	Jocelynn	University of Oregon	jgebhart@uoregon.edu
**Grady	Jim	NCSU	jim@jgarchitect.net
Grondzik	Walter	Ball State University	gzik@polaris.net
Haglund	Bruce	University of Idaho	bhaglund@uidaho.edu
Hainline	Jason	Ellis/Drury University	jhainline@emsi-green.com
Hsu	Kun-Jung	University of Nebraska Lincoln	hsu@mail.leader.edu.tw
Kwok	Alison	University of Oregon	akwok@uoregon.edu
La Roche	Pablo	Cal Poly Pomona	pmlaroche@ecsupomona.edu
**Linn	Matthew	University of Oregon	Linnmatthew4@gmail.com
McDonald	Margot	Cal Poly SLO	mmcdonal@calpoly.edu
Milne	Murray	UCLA	milne@ucla.edu
Olgyay	Victor	RMI	volgyay@rmi.org
Overbey	Daniel	BDMD	doverbey@bdmd.com
Palomino	Alex	University of Florida	ASES.UF@gmail.com
Pena	Rob	University of Washington	rbpena@uwashington.edu
Peters	Troy	Cal Poly SLO	tnpeters@calpoly.edu
Pfister	Peter	Pfister Associates	pfister@pfister.bz
Reynolds	John	University of Oregon	jreyn@uoregon.edu
Sami	Vikrani		vsami@casarchitec.com
Sandifer	Steve	UCLA	ssandife@ucla.edu
Swanson	Gregory	USC	greg.swanson@yahoo.com
Thomson	Greg	University of Wisconsin Milwaukee	thomsong@uwm.edu
Wasley	Jim	University of Wisconsin Milwaukee	jwasley@uwm.edu
Wassmer	Mike	NREL	michael.wassmer@nrel.gov
**Wilkins	Andrea	UNLV	awilkins@unlv.nevada.edu

** indicates Scholarship recipient

1. **Welcome** (Terri)
2. **President's Report** (Terri):
 - Minutes not available to approve
 - Elections to take place in August; new officers will take office in November
 - Nominations for officers, and self-nominations encouraged.
3. **Treasurer's Report** (Terri for Michael Zaretsky):
 - Balance as of December 31, 2008: \$28,742.14
 - Balance as of May 12, 2009: \$40,006.05
 - Membership income (and retreat dues): \$3,049.00
 - Scholarship/Awards Donations:(Moore, Watson, Cook, Reynolds): \$5,500.00
 - SAC income (previous year's income/expenses not included):
 - Newsletter: \$496.94
 - Wessex Retreat and Oxford Conference: (Oxford Conference \$4685.00, Wessex \$2829.19, Board Reimbursements for Travel \$3600.00, Scholarships to Retreat \$2821.00; retreat income ??)
 - National Academy of Design reimbursement (for Terri Meyer Boake): \$886.78
4. **National Academy of Environmental Design** (Terri): discussion about how it will function. It will begin as institutional memberships and may eventually be funded by the government. The benefits would be the SBSE has an advisory role, opportunities to get research funding into the organization. SBSE was committed to \$1000/year for 5 years. Discussion about votes being proportional to the number of members in the organization. Terri reimbursed for expenses to attend the organizational meeting.
5. **Board Travel and Reimbursable Expenses** (Terri): discussion about decision-making process and reimbursements for Board members to attend Board meetings (may be in conjunction with Retreat or ASES or other convenient schedule). Discussion of general expenses related to our budget. Though we have a substantial treasury, as a non-profit, we are not to make money. Annual budget needs to be set.
 - Board travel/reimbursable expenses were not approved; to be put on the ballot for the membership in August.
6. **Contributions for Retreat Scholarships and ASES Travel Awards:** Recognition and appreciation given to Fuller and Jane Moore, John Reynolds, Don Watson for money contributed to SBSE. Also, the Energy Trust of Oregon contributed funds to ASES for Oregon students to present papers. Sun Angle Calculator income is designated for scholarships. Scholarship and Awards Committee set forth and approved a motion in January 2009. Net income against expenses need to be calculated for past years. Motion carried forward to members at the meeting:
 - **MOTION (Walter), 2nd (Dennis):** Sun Angle Calculator income to be used for scholarships and awards
 Discussion: scholarship committee would discuss increases for scholarships for 2009-10. If the sun angle calculator sales diminish as new software is developed, the scholarships program will have to be reconfigured.
 Motion passes: unanimously
7. **Scholarship and Awards Committee** (Alison): report distributed. A total of \$6800 scholarships distributed this year by the following subcommittees:
 - **Student Retreat Scholarships** (Bachman, ?): Seven (7) scholarships given to students: Christopher RG Black, University of Waterloo, University of Southern

California; Deepa Chandrashekar, University of Southern California; Kalyan Chakraborty, Kansas State University; James G (Jim) Grady, North Carolina State University; Mona Azarbayjani, University of Illinois at Urbana Champaign; Shady Attia, Universite Catholique de Louvain La Neuve; Anupam Jain, University of Southern California

- **ASES Travel Scholarships** (Walter, Jonathan, Troy, Leonard): Chuck Campanella, California State Polytechnic University, Pomona; Thomas Collins, University of Oregon, Jocelynn Gebhart and Matthew Linn, University of Oregon, Yasmin Bhattacharya, Massey University, New Zealand and University of California, Los Angeles
- **ASES Best Student Paper Award** (Walter, Troy, Terri): **Best Paper Award:** not awarded this year. Awardee had visa problems ; **Runner Up Award:** Yasmin Bhattacharya, Murray Milne, Massey University, New Zealand and University of California, Los Angeles, “*Psychrometric Chart Tutorial: A Tool for Understanding Human Thermal Comfort Conditions*”; **Honorable Mention:** Andrea Wilkins, Alfredo Fernandez-Gonzalez, University of Las Vegas, Nevada, “*Design Lessons Learned from the Lied Animal Shelter in Las Vegas, Nevada*”
- **Jeff Cook Memorial Faculty Fellowship to Retreat** (Leonard): not awarded this year.
- **Jeff Cook Student Travel Award to PLEA** (Chris T., ?): Anna Mavrogianni; Ph.D. candidate at The Bartlett School of Graduate Studies, University College London, London, U.K. Her paper is titled “[*Modeling Domestic Stock Energy Use and Heat-related Health Risk: A GIS-based Urban-scale Bottom-up Modeling Approach*](#)”

Becky Campbell-Howe took pictures of scholarship/travel award recipients.

ACTION ITEM: Harvey asks if there was follow up with a letter to the Jeffrey Cook Trust for continued funding for 2009. Terri to follow up.

8. **Communications and Newsletter** (Bruce): Still going strong; the membership helps write the newsletter. Bruce receives round of applause/appreciation. Newsletter is distributed every 3 months. There are 600 people on the list server. Website is periodically updated by Martha and Bruce.
9. **Curriculum** (Terri): need for more members and someone to take the lead on curriculum resource development (images, syllabi, etc.)
10. **Retreat 2009** (Terri): Quebec City following the PLEA Conference, June 24-27, 2009. Terri, Mary work on content; Andre Potvin and Claude Demers arranging logistics.
11. **Retreat 2010:** Alfredo Fernandez Gonzalez mentioned the possibility of the Springs Reserve in Las Vegas which has cool towers, thermal mass strategies, etc., but accommodations would have to be in a hotel. Proposals are encouraged to be sent to Terri and Bruce for the newsletter.
12. **Misc. Announcements:**
 - **Solar 2009:** to be held in Phoenix, Arizona

Meeting adjourned 1:55pm

Notes submitted by Alison Kwok