



Minutes of the Meeting: 4th BOG Meeting held on 21st Oct- 2024
Venue: Sanelac Consultant, Okhla, New Delhi.

S.No.	Name	Chapter Position	Attendance
1.	Ms. Arundhati S. Khanna	President	In-Person
2.	Mr. Rajesh Jain	IPP	Online
3.	Mr. Abhishek Jain	Vice President	Online
4.	Mr. Ashish Gupta	Secretary	In-Person
5.	Mr. Paresh Mishra	Treasurer	Online
6.	Mr. Abid Husain	Chair Historical	Online
7.	Mr. Gaurav Mathur	Chair CTTC	Online
8.	Dr. Rajinder Singh	Chair SA	Online
9.	Mr. Ravi Shankar	Chair MP	Online
10.	Dr. Vaibhav Jain	Co-Chair SA	Online
11.	Mr. Mohit Bansal	Co-Chair SA	Online
12.	Mr. Vikas Verma	Co-Chair Sustainability	Online
13.	Mr. Mayank P. Chauhan	Co-Chair RP, CC & GAC	Online
14.	Mr. Ranjit	Executive	In-Person
15.	Ms. Ritu	Coordinator	In-Person

The 4th BOG meeting for ASHRAE India Chapter Society Year 2024-25 was held on 21st October 2024 conducted in hybrid mode. The meeting was started with ASHRAE Code of Ethics. The meeting was presided over by Ms. Arundhati Singh Khanna, President, AIC for SY 2024-25.

Following discussions were held during the meeting:

S. No.	Item Discussed	Action to be taken by
CTT Committee: Chair Mr. Gaurav Mathur		
1	<p>A DL with ASHRAE Vice President Mr. Chandra Shekhar to be planned in the month of January 2025.</p> <ul style="list-style-type: none">CTTC Chair will asked Region RVC Mr. K. K. Mitra about the availability of Mr. Chandra Shekhar during his visit to India.SA Chair and Co-Chair Dr. Rajinder Singh and Mr. Abhishek Jain suggested that we can include students in this DL to claim max PAOE points. And also plan the DL in one of the student branches to increase participation of students.Check other societies events in January to fix a date for the DL and avoid clash with other events.	CTTC Chair Mr. Gaurav Mathur
2	Create a PAOE points summary sheet for CTTC.	Secretariat
3	An online webinar with Region RVC Mr. K. K. Mitra will be planned in the month of Oct 2024.	CTTC Chair Mr. Gaurav Mathur will plan
4	One DL lecture by Dr. Rajinder Singh will be planned in the month of Oct 2024.	
Student Activity Committee: Chair Dr. Rajinder Singh		

5	SA Chair is planning for a Cold Store visit by mid of the October month. Date and Place to be decided.	SA Chair Dr. Rajinder Singh
6	SA Chair Dr. Rajinder Singh were talked about the K-12 Activity held on 15 th Oct in Nanki Public School, Sangam Vihar, New Delhi. Approximate 50 students were attended and well appreciated by the principal of the school. They wants to do more activities in their school.	-
7	Drawing competition will be organized in both Nanki Public School and Hira Lal Jain School during "Harit Prem Bharat Mahotsav" in January.	SA Chair Dr. Rajinder Singh and Co-Chair Mr. Abhishek Jain will organized
8	More K-12 activities to be planned in Municipal school in Saket.	President will talked to the school
9	Discussion with following colleges are under process for becoming New ASHRAE student branch: <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Galgotia • <input checked="" type="checkbox"/> IIT Delhi • <input checked="" type="checkbox"/> Manav Rachna Institute • RKGIT • NIT Kurukshetra • NSUT • Dronacharya College of Engineering 	SA Chair Dr. Rajinder Singh
10	Old branch revival is under discussion with the following universities: <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Amity University • <input checked="" type="checkbox"/> Sharda University • <input checked="" type="checkbox"/> DTU • UPES Dehradun 	SA Chair Dr. Rajinder Singh
11	1. Installation of Royal University Bhutan student branch. <ul style="list-style-type: none"> ● It was decided that President and SA Co-Chair will physically attended the Bhutan University installation and other BOG members will join online. ● Co-Chair Mr. Abhishek Jain will make a budget. 2. Installation of DIT Dehradun student branch. <ul style="list-style-type: none"> ● To be planned in the month of Nov 2024. 	SA Committee
12	6 students from AMU, 4 students from ABES Engineering College and 7 students from MAIT have applied for Herman and Dorothy Behls Travel Award. Results will be announced by 15 th Nov 2024.	SA Committee
13	One day student conference will be planned.	SA Chair Dr. Rajinder Singh
14	SA Chair started working on Dr. Prem Jain memorial Inter-college Cricket Tournament will be held during "Harit Prem Bharat Mahotsav" in January.	SA Chair Dr. Rajinder Singh
15	It was decided that the targeted PAOE points for Student Activity Committee should be reduced because the max PAOE we can claimed are 3900. Email for the same to be sent to the Region.	Email to be sent by the President.

16	Create a PAOE points summary sheet.	Secretariat
Membership Promotion Committee: Chair- Mr. Ravi Shankar		
17	Membership renewal list will be posted on the group for followup. An also shared with the President.	Secretariat
18	Membership promotion drive will be planned in One day Student Conference, Water Conference, ASHRAE Night & BOX Cricket Tournament.	MP Chair Mr. Ravi Shankar
19	Membership promotion posts will be done on AIC social media.	Secretariat
20	Create QR code for online payment. Secretariat will talked to the Bank for the same.	Secretariat
Research Promotion Committee: Chair- Mr. Deepak Gupta		
21	Mr. Uma Shankar committed to contribute USD 600 to the RP fund.	Secretariat will follow up.
22	We have to achieve the 30% of the targeted RP contribution i.e, USD 900 by 31 st October 2024. It was decided that full circle will be contribute to achieve the target of USD900.	RP Chair Mr. Deepak Gupta will follow up
23	Recognition for all RP donors will be done during ASHRAE Night.	President
Govt. Affairs Committee: Chair- Mr. Rajesh Kr. Jain		
24	<p>ASHRAE India Govt. Meet will be organized on 20th November in India Habitat Centre, Lodhi Road, New Delhi.</p> <ul style="list-style-type: none"> ● Flier for the same will be prepared. ● Ensavior Technology has been confirmed as an exclusive event sponsor for the meet. ● List of the Govt. Officers will be prepared for invitation. ● GAC Chair asked BOG members to bring more officers to the event. ● The primary focus of the event is to understand the needs of above govt. entities and explore how ASHRAE can support them in achieving their goals. Event will also include the current presidential theme. ● Budget for the same will be prepared. 	GAC Chair Mr. Rajesh jain
Communication Committee: Chair- Dr. Om Taneja		
25	AIC President Ms. Arundhati S. Khanna suggested that we can create an individual tab in the AIC website for the articles posted in the AIC newsletters.	Secretariat

26	Mr. Rajesh Jain suggested that ASHRAE Technology Portal link should be added to the AIC website.	Secretariat
27	Email will be sent to Mr. Hoy Bohanon for uploaded his lecture's video on the AIC website.	AIC President will emailed Mr. Hoy Bohanon
28	Co-Chair Communication Mr. Mayank Chauhan and Chair SA Dr. Rajinder Singh was agreed to volunteer in finalizing the AIC monthly newsletters.	Secretariat will shared the newsletter to them to review
Honors & Awards Committee: Chair- Mr. Kanagaraj Ganesan		
29	GAC Chair Mr. Rajesh Jain will share the GAC award form for further processing to the Region.	Secretariat
Refrigeration Committee: Chair- Mr. Ashish Gupta		
30	Cold store visit and a lecture on refrigeration to be planned in the month of October.	Refrigeration Co-Chair Dr. Rajinder Singh
Chapter Finances		
31	It was decided that we will have to make a budget before planning any event.	
32	Chapter finances from July to Oct have been discussed during the meeting.	
33	Mr. Ashish Gupta, Hospitality Chair CRC explained CRC finances in the meeting.	

The meeting ended with greetings to each other.

Arundhati S. Khanna

**(Arundhati S. Khanna)
President- AIC**