

**MEETING MINUTES – FINAL & APPROVED  
USNC/IIR Committee Meeting**

Tue Feb 7, 2023, 2:00 PM - 4:00 PM (EDT)

**Hybrid, In-Person and Virtual Meeting:**

In-Person: Omni CNN Center Atlanta, Spruce (A-South),

Remote Participation link: <https://events.rdmobile.com/Sessions/Details/1612583>

**ACTION ITEMS:**

1. L. Cremaschi to develop a draft list for IIR Commission members from the US and share with USNC officers.
  2. L. Cremaschi to check with B. Fricke for IIR head office update and share with USNC members.
  3. S. Elbel to follow up with DOE, NIST, and ASHRAE on dues payments.
  4. D. Ziviani to generate USNC membership cards based on existing paid members list; L. Cremaschi to send membership cards by email.
  5. L. Cremaschi to organize technical presentation from student that will be awarded best paper
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|----|--|----------------------|
| 1. | CALL TO ORDER/OPENING COMMENTS/ INTRODUCTION OF MEMBERS AND GUESTS   | Cremaschi            |
|    | <ol style="list-style-type: none"> <li>1. L. Cremaschi called the meeting to order at 2:10 pm ET.</li> <li>2. Attendees: Ina Colombo, Didier Coulomb, Lorenzo Cremaschi, Stefan, Elbel, Brian Fricke, Yunho Hwang, Harshad Inamdar, Neal Lawrence, Bill Murphy, Massoud Neshan, Nilesh Purohit, SA Sherif, Hanlong Wan, Davide Ziviani</li> </ol>  |                      |
| 2. | REVIEW OF AGENDA   | Cremaschi            |
|    | <ol style="list-style-type: none"> <li>1. No proposed additions to agenda.</li> </ol>  |                      |
| 3. | APPROVAL OF MINUTES – Meeting of Jun 28, 2022  | Lawrence / Cremaschi |
|    | <ol style="list-style-type: none"> <li>1. Minutes approved unanimously.</li> </ol>   |                      |
| 4. | REVIEW OF ACTION ITEMS – Meeting of Jun 28, 2022   | Cremaschi            |
|    | <ol style="list-style-type: none"> <li>1. L. Cremaschi to distribute IIR head office update - Completed</li> <li>2. L. Cremaschi to share updates from recent IIR meetings - Completed</li> <li>3. D. Ziviani to provide updated list of members and recruitment strategy - Discussed meeting under item #9</li> <li>4. L. Cremaschi to develop student paper competition outline - Discussed in meeting under item #11</li> </ol>   |                      |
| 5. | CHAIR'S REMARKS  | Cremaschi            |
|    | <ol style="list-style-type: none"> <li>5a. Commission members (15 from the US)           <ol style="list-style-type: none"> <li>1. Now is the time to propose new IIR Commission members from the US or renew existing members; elections will take place at the Congress this year; US delegate to IIR (B. Fricke) is responsible for providing a list.</li> <li>2. Can also nominate Junior Commission Members, Secretaries, VP's, and Presidents, which do not count towards the 15 quota.</li> <li>3. New Commission Officers and Council Members will also be elected.</li> </ol> </li> </ol> |                      |

4. Nominations need to be provided to the IIR office before Congress in August at the very latest but preferably by the end of June.
5. B. Fricke can be both the US delegate and also on a commission.

6. REMARKS BY THE IIR DIRECTOR

Coulomb

1. The major event for IIR this year is the International Congress in August in Paris:
  - a. Hope to have more than 1000 people
  - b. Same number of papers as previous Congresses (about 700)
  - c. Still looking for sponsors
  - d. There will be presentations on IIR-endorsed projects around the world, technical tours, IIR awards, and commission and committee meetings
  - e. New Director General of the IIR to be elected and to start in 2024
2. Upcoming IIR conferences: HFO Conference in Shanghai in April, Cryogenics Conference in Dresden Germany in April, Ammonia and CO<sub>2</sub> Conference in Macedonia in April, ICR in Paris in August, GL in US (Maryland) in 2024
3. Member country dues for next four years to be voted on at Congress by Executive Committee

7. REPORT BY U.S. REP ON IIR COUNCILS

Groll/Hwang

1. Informatory notes on Not-in-kind cooling and low-GWP refrigerants published
2. Next GL conference in August 2024 will be in Maryland

8. FINANCIAL REPORT

Elbel

Current Balance: The most recent USNC/IIR financial statement as of 12/31/2022 is attached to this report. Briefly, the financial report summary is as follows:

- As of 12/31/2022, the USNC/IIR organization had total net assets and equity in the amount of \$23,910.20. We started on 7/01/2022 with a balance of \$25,014.85. We cumulatively received \$640.50 and spent \$1,745.15. Thus, the available balance as of 12/31/2022 was \$23,910.20.

Financial Activities:

- USNC/IIR 2019 dues (2019-2020)
- ASHRAE: \$10k received on 8/31/2019 for 2019 dues
- NIST: \$10k received on 1/21/2021 for 2019 dues (Sep. 1, 2019 – Aug. 31, 2020)
- DOE: \$24k received on 6/30/2020 for 2019 dues (Oct. 1, 2019 – Sep. 30, 2020)

USNC/IIR 2020 dues (2020-2021)

- ASHRAE: \$10k received on 7/01/2020 for 2020 dues
- NIST: \$10k received on 1/21/2021 for 2020 dues (Sep. 1, 2020 – Aug. 31, 2021)
- DOE: \$24,000 received for 2020 dues (Oct. 1, 2020 – Sep. 30, 2021)

USNC/IIR 2021 dues (2021-2022)

- ASHRAE: \$10k received on 7/02/2021 for 2021 dues
- NIST: \$10k payment was made on 4/07/2021 for 2021 dues (Sep. 1, 2021 – Aug. 31, 2022). Initially, the funds were credited to a wrong account within ASHRAE, but the funds were transferred to the USNC/IIR account on Jan. 1, 2022
- **DOE: Invoice for 2021 dues (Oct. 1, 2021 – Sep. 30, 2022) was sent to Brian Fricke on June 21, 2022 – no payment received as of 12/31/2023, follow up email sent to Brian Fricke on January 23, 2023.**

USNC/IIR 2022 dues (2022-2023)

- **ASHRAE: as of 12/31/2022, no payment received yet for 2022 dues. Follow-up email sent on 01/31/2023.**
- NIST: \$10k payment received on 5/31/2022 for 2022 dues (Sep. 1, 2022 – Aug. 31, 2023). **Piotr Domanski officially retired from NIST; he can hopefully advise who should be our new contact at NIST for invoicing.**
- **DOE: no action yet**

Payments of USNC/IIR dues to IIR - Paris

- \$34,618.12 on 5/31/2019 for 2019 dues
- \$34,594.80 on 7/27/2020 for 2020 dues
- \$38,588.15 on 5/18/2021 for 2021 dues
- \$33,805.35 on 4/28/2022 for 2022 dues

Future Financial Activities:

Expected Balance for 2023

		Notes
Starting 12/31/2022	\$ +23.9k	USNC/IIR Balance
2022 dues to Paris	\$ -35k	To be paid in summer 2023
ASHRAE 2022 dues	\$ +10k	To be received early 2023
ASHRAE 2023 dues	\$ +10k	To be received July 2023
NIST 2023 dues	\$ +10k	To be invoiced mid 2023
DOE 2021 dues	\$ +24k	Invoiced, not paid yet
DOE 2022 dues	\$ +24k	To be invoiced mid 2023
Expected Misc. Adm. Fees FY2023	\$ -2k	
Expected Balance 12/31/2023	\$ +64.9k	

Respectfully submitted,  
Stefan Elbel

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- 9a. New USNC/IIR membership card will be sent to paid USNC/IIR members.
- 9b. Members' outreach and initiatives
1. Currently USNC has 37 paying IIR members, but the list might not be the most updated, down from 42 last year.
  2. Looking for more industry and young membership; ideas to gain more young members:
    - a. Start IIR student chapters
    - b. Junior Commission members
    - c. Fridoc downloads
    - d. Travel to IIR Conferences
10. UPCOMING COMMISSION MEETINGS Commission  
Pres/ VPs  
Fricke
- 10a. Announcements from US Delegate to the IIR Ex. Com.
1. No updates.
11. COMMITTEE REPORTS Murphy
- 11a. Nominating & Award
1. Student paper award: L. Cremaschi reached out to 50 young authors from IJR about the award; this is an award sponsored by USNC/IIR independent from any conference awards; winner(s) to be asked to present at a USNC/IIR meeting.
12. TECHNICAL PROGRAMS Elbel
- 12a. 2023 ICR Congress – USNC/IIR Session
1. There will be a Memorial Session for Pega Hrnjak at the ICR; 1.5 hrs.; we need to put together the agenda and logistics (room size) for conference organizers to include in the program and reserve an appropriate room.
  2. There is communication for a memorial issue of IJR to honor Pega as well.
- 12b. IEA Heat Pump Conference 2023 (IIR co-sponsor) Fricke
- 12c. Other technical programs All
13. USNC/IIR WEBSITE Wan
- 13a. Updates for on USNC/IIR website
1. Website is live: <https://iifiir.org/en/us-national-committee-of-the-iir-usnc-iir>
- 13b. Update for the USNC/IIR LinkedIn
14. OTHER BUSINESS Cremaschi
- 14a. Student Paper Competition
1. Discussed above under #11.
- 14b. Conference proposals Ziviani/Hwang
1. Tabled.
- 14c. Updates on USNC/IIR Secretariat (Gloria Cofer) Cremaschi

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1. Gloria has retired after 30+ years of USNC/IIR service. L. Cremaschi will take over as secretariat to distribute emails and hold paper records for right now.

14d. Other business

All

1. There is a proposal to move the USNC/IIR recurring meeting time due to conflicts with TC10.1 and TC10.2 and make each meeting including USNC/IIR meeting 1.5 hrs. each to make time for all three. L. Cremaschi to confirm change with officers.

15. ANNOUNCEMENT OF NEXT MEETING

Cremaschi

Tentative: Jun 2023 virtual and in-person, potentially at new time and only 1.5 hrs.

16. ADJOURNMENT

1. L. Cremaschi adjourned at 3:59 pm ET.
  2. L. Cremaschi to add Ina Colombo-Youla to the meeting minutes list.
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