

HE EA MAKAMAE



November 03, 2017

P.O. Box 3916, Honolulu HI 96812-3916
Ashraehawaiiichapter.info

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Oct. 2017

President's Message

By Kevin Luoma, P.E.

Aloha members of the Hawaii ASHRAE community.

First off, I would like to thank all who attended the chapter meeting last month. We had 65 people which was the most people I can remember for a chapter meeting. I would also like to apologize to everyone who could not fit in the room. We informed the Plaza Club that we would have 45 people since we had 30 signed up the day before but the last-minute registrations were unprecedented. Please try to sign up earlier in future months so we can have proper seating for everyone.

The first presentation in last month's chapter meeting by Charlie Waddell of Global Plasma Solutions was very informative. The product looks like it could potentially save energy, reduce smells and reduce mold within a building. In the main presentation ASHRAE Society President Bjarne Olesen discussed his thoughts on what he wants to accomplish during his term. With the world getting smaller and smaller with technology, knowledge sharing is getting easier and easier. We can achieve great things by everyone working together. He also discussed the importance of indoor air quality. Salaries make up the vast majority of costs for any company so ensuring workforce productivity is imperative.

This month's chapter meeting will be a new date so mark your calendars for Nov. 16th. We have a couple more excellent presentations that you won't want to miss. Joseph Welsh of Leonard Valves will discuss simple and effective methods to balance water. Brad Rockwell of KIUC will discuss the current status of Kaua'i's electrical grid and how they are using PV's and battery storage. Kaua'i is setting a standard that the rest of the world will eventually follow and it is great to hear how they are doing it. Even if you are not interested in them, I don't know how that is possible but stranger things have happened, come talk story with others in the engineering community.

The Christmas Party this year is going to be on Dec. 7th at the Honolulu Country Club. I want to thank Donna Kishi for stepping in again this year to set up the event with Dean Borges leaving. We will need sponsors for the party so be on the lookout for me asking for assistance in putting on the event. The Christmas Party is always a fun event to end the year.

Look forward to seeing everyone at the November meeting on the 16th!

Mahalo Nui Loa,
Kevin Luoma, PE
2017-2018 Hawaii ASHRAE Chapter President



*Chapter President
Kevin Luoma, P.E.
WSP Hawaii*

November Chapter Meeting

Date: Thursday 16 November 2017

Where: The Plaza Club, 900 Fort St. Mall, 20th Floor,

www.theplazaclub.com

Registration: Starts at 5:30 pm. Contact Justin Choriki at jhchoriki@burnsmcd.com for additional info.

Technical Session: 6:00 pm

Dinner: Approx. 7:00 pm

Main Program: 7:30 pm

Adjournment: Approx. 8:30 pm

Cost: \$45 per ASHRAE member; \$50 per guest; \$55 at the door.

Payment via credit card: <https://ashraehawaiichapter.info>

Otherwise, make check payable to ASHRAE Hawaii Chapter.



Next Chapter Meeting: **Christmas Party & Past Presidents Night** on December 7th at the Honolulu Country Club!
See Flyer on pg. 13.

Technical Session – Legionella Standards: ASHRAE Guideline 12-2000 and ASHRAE 188P – Discussing New Technologies Used to Control and Monitor Tempered Water Systems



*Joseph Welsh
Western Regional
Sales Manager
Leonard Valve Co.*

This presentation will touch on Legionella Standards: ASHRAE Guideline 12-2000 and ASHRAE 188P and discussing new technologies used to Control and Monitor tempered water systems.

About the Presenter:

Joseph Welsh, Western Regional Sales Manager for Leonard Valve Company. Joseph has enjoyed 27 years in the Plumbing/Construction Industry. Currently working as a sales manager for the Leonard Valve company working on hot water distribution for commercial buildings. His technical expertise includes: ASSE Standards for mixing hot and cold water (ASSE 1016, 1017, 1069, 1070, and 1071). For the last 9 years he has worked with engineering firms all across the western United States. He has worked in technical sales and service for both Leonard Valve and the Chicago Faucet Company.

Main Presentation - Renewable Energy on Kauai: How KIUC Got Where They Are and Where KIUC is Going



*Brad Rockwell,
P.E.
Power Supply
Manager
KIUC*

Kauai Island Utility Cooperative (KIUC) has gone from 8% renewable energy in 2010 to 45% today. Brad Rockwell, PE, KIUC Power Supply Manager will present how they got there, challenges faced along the way, and where they are headed. Topics that will be discussed include:

- Issues with implementation
- What percentage of Kauai's power is being served by renewables at this time.
- Total battery storage and PV available and how much generator capacity is available
- If any new residential or commercial PV systems are allowed to be installed
- Is there an increased reliability in the grid? I heard there was an island wide blackout a few weeks ago.
- Rate of the PPA with Tesla
- Long term goals of KIUC

About the Presenter:

In his current position, Mr. Rockwell is responsible for development of KIUC-owned renewable projects, as well as negotiation, engineering review, and management of renewable purchased power contracts. He is also responsible for operations and maintenance (O&M) of 141 MW of gas, steam, diesel, hydro, and solar generation facilities which provide the bulk of electricity for the island of Kaua'i. Mr. Rockwell has been instrumental in leading KIUC's power supply transformation 8% to 45% renewables in just seven years, and he is currently working to achieve KIUC's strategic goal of 70% renewables by 2030. Mr. Rockwell's work experience ranges from Original Equipment Manufacturers (Solar Turbines, Inc. and General Electric, Inc.), to O&M Contractors, Independent Power Producers, and electric utilities. Prior to that, he was an active-duty Surface Warfare Officer in the U.S. Navy, and continues to serve as a Captain in the U.S. Navy Reserve. Mr. Rockwell holds a B.S. in Marine Engineering from the U.S. Naval Academy, an Executive MBA from the University of Hawai'i's Shidler College of Business, and is a licensed Professional Engineer (mechanical) in the State of Hawai'i.

2017-2018 Chapter Program

Speaker	Topic
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September 14th (Membership Promotion)

Do's & Don'ts	RJ Ritter & Joe Palaszynski Trane	Wireless Controls
Main Presentation	Howard Wiig Hawaii State Energy Office	2015 IECC

October 26th (Research Promotion)

Do's & Don'ts	Charlie Waddell Global Plasma Solutions	Needlepoint Ionization for IAQ
Main Presentation	Bjarne Olesen ASHRAE President	2017-18 Society Year Theme

November 16th

Do's & Don'ts	Joseph Welsh Leonard Valve	Electronic Mixing Valves
Main Presentation	Brad Rockwell Kauai Island Utility Cooperative (KIUC)	Solar Array Battery Storage

December 7th

Christmas Party & Past Presidents Night @ Honolulu Country Club		
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January 11th

Do's & Don'ts	Scott Hockin PVi Industries	AquaPLEX Water Heaters
Main Presentation	Kristina Sells WSP Hawaii	Acoustics

February 8th (Membership Promotion)

Do's & Don'ts	TBD	TBD
Main Presentation	Danielle Wright North American Sustainable Refrigeration Council	Natural Refrigerants

April 12th (Research Promotion)

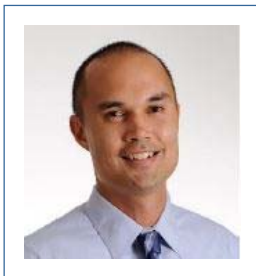
Do's & Don'ts	TBD	TBD
Main Presentation	Raymond Patenaude ASHRAE Distinguished Lecturer	Fundamentals of Building Envelopes and Humidity Control in Hot & Humid Climates

May 10th

Do's & Don'ts	UH Manoa Students	2018 ASHRAE Student Design Competition
Main Presentation	Roundtable	Facilities Engineers

Chapter Officers

<p>Chapter Officers for Society Year 2017-2018</p> <ul style="list-style-type: none"> • President: Kevin Luoma, P.E. • President Elect: Mofazzal Mir, P.E. • Vice President: Willie Diguc, P.E. • Secretary: Samantha Nakamura, P.E. • Treasurer: Matthew Tio 	<p>Committee Chairs</p> <ul style="list-style-type: none"> • Attendance and Reception Chair: Justin Choriki • Energy Awards Chair: Min Zhong, P.E. • Technology Awards: Kelsey Koshi • Grassroots Government Activities Chair: Tony Rasabout • Historian Chair: Donna Kishi • Membership Promotion Chair: William “Bill” Lee, P.E. • Newsletter Editor Chair: Willie Diguc, P.E. • Chapter Programs Co-Chairs: Andrew Crossland & Dan Mestas • Refrigeration Chair: Jeanessa Slaughter • Research Promotion Chair: Dave Drapalik • Student Activities Co-Chairs: Diamond Pedro & Jack Mullen • Technical Seminar Chair: Josh Jackson • Technology Transfer Chair: Mofazzal Mir, P.E. • Webmaster Chair: David Lebowitz • Chapter Electronic Communications Chair: Kalani Castro • Young Engineers of ASHRAE Co-Chair: Joshua McDonough & Tyson Quisano • Sustainable Activities Chair: Joseph Palazynski
<p>Chapter Board of Governors</p> <ul style="list-style-type: none"> • Josh Jackson • William “Bill” Lee, P.E. • David Lebowitz 	



*Kevin Luoma, P.E.
WSP Hawaii*



*Mofazzal Mir, P.E.
InSynergy
Engineering*



*Willie Diguc, P.E.
Oahu AC*



*Samantha Nakamura, P.E.
WSP Hawaii*



*Matthew Tio
DMG Hawaii*



*Josh Jackson
Air Treatment Corp.*

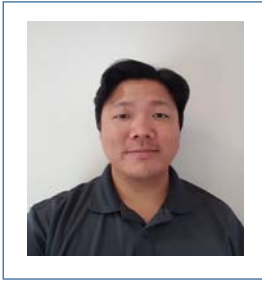


*William “Bill” Lee
Coffman Engineers*



*David Lebowitz
Oahu AC*

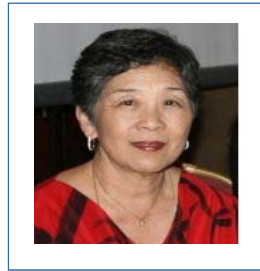
Chapter Committee Chairs



*Kelsey Koshi
ACS Supply Corp.*



*Tony Rasabout
Coffman Engineers*



*Donna Kishi
Norman S. Wright*



*Andrew Crossland,
P.E.
Crossland
Engineering*



*Dave Drapalik
Air Treatment Corp.*



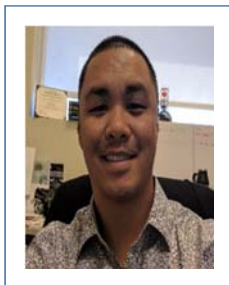
*Diamond Pedro
ACS Supply Corp.*



*Jack Mullen
Trane*



*Joshua McDonough
WSP Hawaii*



*Tyson Quisano
Norman S. Wright*



*Joe Palasynski
Trane*

ASHRAE Society President Bjarne W. Olsen's Visit during September



ASHRAE E-Learning & Training Announcement

ASHRAE Learning Institute 2017 Online Course Series

2 WAYS TO REGISTER

Internet: www.ashrae.org/onlinecourses

Phone: Call 1-800-527-4723 (US and Canada) or 404-636-8400 (worldwide)

One-part course (3 hours) **\$284 (\$219 ASHRAE Member)** – -- -- Two-part course (6 hours) **\$484 (\$359 ASHRAE Member)**

NEW! Fundamental Requirements of Standard 62.1-2016

Wednesday, September 6, 2017 – 1:00 p.m. to 4:00 p.m.

Designing High-Performance Healthcare HVAC Systems

Tuesday, September 19, 2017 – 1:00 p.m. to 4:00 p.m.

Laboratory Design: The Basics and Beyond

Tuesday, October 10, 2017 – 1:00 p.m. to 4:00 p.m.

Introduction to Ultraviolet Germicidal Irradiation (UVGI) Systems

Monday, October 16, 2017 – 1:00 p.m. to 4:00 p.m.

NEW! Complying with Standard 90.1-2016

Part I: Wednesday, November 1, 2017 – 1:00 p.m. to 4:00 p.m.

Part II: Tuesday, November 7, 2017 – 1:00 p.m. to 4:00 p.m.

NEW! Variable Refrigerant Flow System: Design & Application

Wednesday, November 29, 2017 – 1:00 p.m. to 4:00 p.m.

NEW! New ASHRAE-Classified Refrigerants to Meet Society's Changing Needs

Tuesday, December 5, 2017 – 1:00 p.m. to 4:00 p.m.

ASHRAE HVAC Design & Operation Training

2 Courses, 5 Days of Intense Instruction

Atlanta • Columbus • Denver • Dubai

HVAC Design: Level I – Essentials - Registration is \$1,264 (\$1,009 ASHRAE Member)

Gain practical skills and knowledge in designing and maintaining HVAC systems that can be put to immediate use. The training provides real-world examples of HVAC systems, including calculations of heating and cooling loads, ventilation and diffuser selection using the newly renovated ASHRAE Headquarters building as a living lab.

HVAC Design: Level II – Applications - Registration is \$854 (\$699 ASHRAE Member)

HVAC Design: Level II — Applications provides instruction on HVAC system design for experienced HVAC designers and those who complete the HVAC Design: Level I – Essentials training. The training provides information that allows practicing engineers and designers an opportunity to expand their exposure to HVAC systems design procedures for a better understanding of system options to save energy.

Visit www.ashrae.org/hvactraining to register and learn how your Chapter can earn PAOE points.

Contact Karen Murray (kmurray@ashrae.org) to discuss scheduling ASHRAE HVAC Training in your Chapter area.

ASHRAE Recruitment Campaign Announcement

Society is currently offering 1 complimentary 2018 Winter Conference registration and a 5 night hotel stay to 1 *new* Member or Associate who joins by Nov. 23rd. We'll select 1 winner from all new members and associates who have joined between October 18 - November 23, and we'll contact the winner the week after Thanksgiving. Please spread the word, and encourage your colleagues to join!

Details are available at www.ashrae.org/friends.




Sustainable Activities Committee Chair Report

By Joe Palaszynski

I think it could be productive for us to try to live a more of a “zero-waste” lifestyle in our homes. Every action matters. I found a site called <https://zerowastehome.com/tips/> that has 100 tips to reduce your waste. Some are rather extreme “use an alum stone or straight baking soda as antiperspirant” and others are things that most people are already doing. “Use a thumb drive instead of burning files onto CDs.”

Maybe we could ask our members to “Get ready for the challenge to reduce their waste”. We could ask them to take a look at the list and see what actions they can do to check off entries on the list.



My family of four generates a quart-size jar of waste per year, and so can you!

Here are a 100 tips to lower your waste at home. Each section is a condensed version of a post and a full chapter in my book, so please consult them for further information. For product recommendations, please follow the links or visit the [store](#).

Before you start:

- Arm yourself with a [reusable water bottle](#), a couple [grocery totes](#), a few [cloth bags](#) and [reusable jars and bottles](#).
- Get your 5Rs right: Refuse what you do not need, Reduce what you do need, Reuse what you consume, Recycle what you cannot Refuse, Reduce or Reuse, and Rot (Compost) the rest.

KITCHEN




photo credit: Michael Clemens , [Seed The Day](#)

1. Welcome [alternatives to disposables](#) (paper towels, garbage liners, wax paper, aluminum sheets, disposable plates, cups, etc....): Swap paper towels for reusable rags, swap sandwich baggies for kitchen towels or stainless containers, drop garbage liners all together (wet waste is mostly compostable anyways).
2. Buy in bulk or at the counter (see [Zero Waste Grocery Shopping](#)), bring [reusable bags](#) (dry goods), [jars](#) (wet items such as meat, dairy, fish, cheese, oil, peanut butter) and bottles (liquids: oil, soy sauce, shampoo, conditioner).
3. If you cannot find it in bulk, find a supplier (bring your jar to the ice cream shop, a pillow case to the bakery for your bread, or your bottles to the winery/brewery)... or make it (mustard, salad dressing, hot sauce, jams, OJ, hummus, cookies, canned tomatoes).
4. Shop the farmer's market: they'll take the egg carton and the berries baskets back for reuse. Your veggies will also most likely be free of plastic and stickers.
5. Learn to love your tap water.
6. Use bulk liquid [castile soap](#) as a dish/hand cleaner, [baking soda](#) as a scrubber (in a stainless Parmesan dispenser) with a [compostable cleaning brush](#) (a wooden one with natural hair). Purchase dishwasher detergent in bulk.
7. Turn your trash can into a [big compost keeper](#). Use your [tiny compost keeper](#) as a trash can (on the market, the sizes for these seem to be reversed).
8. Reinvent your leftovers before they go bad. Go thru your [recipe binder/box](#) and only keep the recipes that can be achieved with zero waste in mind.
9. Invest in a [pressure cooker](#) (halves the cooking time).
10. YOU CAN ALSO... Reuse single-side printed paper for grocery shopping and errands list, use your lettuce cleaning water to water plants, open your oven after baking in the winter (cool your oven, warm your house)...



Job Posting

Carrier Hawaii

Commercial Applied Sales Engineer

Motivated, disciplined, good attitude, passionate for learning. 3-4 years HVAC experience, B.S. degree in Engineering. Job requires assisting customers with design/specs, equipment selections, engineering software, and bidding projects. Must be willing to be trained: in-depth factory training and personal development. Requires mainland travels. Salary commensurate with experience plus sales incentive. Excellent benefits.

Email resume to ckuroiwa@carrierhawaii.com or fax to 682-2828 Attn: Cheryl Kuroiwa.

Message from the Newsletter Editor

By Willie Diguc, P.E.

September's membership meeting was very exciting and enlightening. Mr. Waddell's presentation on increasing energy efficiency and improving indoor air quality by using needlepoint cold plasma technology looks promising. It's always good to get exposed to new technology and as we continue to look for ways to advance our systems and designs. Also, ASHRAE Society President Bjarne Olesen's presentation on how the indoor air quality and the air we breathe can affect the productivity of a person is something I would not have realized. There was some good case data and seeing the amount of lost revenue a business loses because of the indoor air quality was shocking.

This month's chapter meeting is going to be another informative one. I'm curious to hear about KIUC's renewable projects and how they got to where they are now. See you guys at the chapter meeting.

As always, if you have anything ASHRAE related you want posted in the monthly newsletter, please send your email to admin@ashraehawaiichapter.info. All submitted material is subject to approval.

Mahalo and A hui hou!

ASHRAE Hawaii Chapter

P.O. Box 3916
Honolulu, HI 96812-3916

Chapter Website:
www.ashraehawaiichapter.info

ASHRAE Main Website:
www.ashrae.org

E-mail:
admin@ashraehawaiichapter.info



REGISTRATION FORM

Name (Member): _____

Address: _____

Phone #: _____ Fax: _____

Email: _____

Limited 80 Attendees – RSVP online or to determine guest list contact Justin Choriki , jhchoriki@burnsmcd.com by Nov 25

	Number	Cost	Total
Member & Spouse/Otherwise (Each)		\$65	
Non-member		\$70	
No RSVP (walk-in Mbr or Non-Mbr)		\$80	
Children (10 – 17 years old)/Students		\$25	
Children (9 years & below)		FREE	

Cost includes: Food (heavy pupus / dinner) & Drinks (1 ticket each) at The Honolulu Country Club; GAMES & PRIZES

TAX-DEDUCTIBLE DONATIONS (_____ Sponsor):

Platinum Sponsor: \$500

Gold Sponsor: \$200-499

Silver Sponsor: \$100-199

Bronze Sponsor \$50-99

TOTAL AMOUNT ENCLOSED

Register online at www.ashraehawaiiichapter.info or Make check payable to **ASHRAE Hawaii Chapter**.

Send check to **P.O. Box 3916 Honolulu, HI 96812-3916**.

2017-2018 Officers, BOGs & Committee Chairpersons

OFFICERS

President	Kevin Luoma, P.E.
President-elect	Mofazzal Mir, .P.E.
Vice President	Willie Diguc, .P.E.
Secretary	Samantha Nakamura. P.E.
Treasurer	Matthew Tio.

BOARD OF GOVERNORS

RJ Ritter
Lori Arakawa
Josh Jackson
David Lebowitz

Xmas CELEBRATION Past Presidents Night



Thurs 12/7/2017

5:30 PM ~ 6:00 PM: Registration
6:00 PM ~ 6:30 PM: Cocktail Hour
6:30 -8 PM Buffet Dinner/Entertainment
8-9 PM Santa and Prizes

Hosted By



<http://www.ashraehawaiiichapter.info/>

**The Honolulu Country
Club**

Honolulu, HI 96826
Phone: (808) 952-9200

Xmas Party Sponsorships Available!



Fun activities



Or maybe even a visit from Santa...



AGENDA - BOG Meeting Minutes

Date: 10/26/2017 (Thursday)

Time: 4:30 pm to 5:30 pm

Location: Plaza Club, 900 Fort St Mall, #2000, Honolulu, HI 96813

Attendees: Kevin Luoma, Mofazzal Mir, Willie Diguc, Samantha Nakamura, Bill Lee, Joe Palaszynski, Tony Rasabout, Jeanessa Slaughter, Kelsey Koshi, Donna Kishi, Jack Mullen, Tyson Quisano, David Lebowitz, Kalani Castro, Joshua Jackson, Andrew Crossland, Joshua McDonough, RJ Ritter

Call to Order: 4:30 pm by President Kevin Luoma

1. Chapter Opportunity Fund

- a. No news

2. Treasurer's Report – Matt

- a. **Using a CPA for taxes?** – Will cost ~\$200-\$300 for CPA contact from Dan Mestas, Kalani Pokipala.
- b. **Budget** – TBD, still needs to be approved by the BOG. Josh J. requested last year's Technical Seminar budget. Samantha to send last year's budget.

3. Committee Reports:

- a. **Newsletter – deadline for articles to Willie.** November 1.
- b. **Chapter Programs – Andy / Dan.**
 - **Should we pursue PDH credits for chapter meetings, other chapters do it and it could boost attendance. Can contact vgrant@ashrae.org for more info.** Andy will follow up for next meeting
 - Andy raised the possibility of purchasing a projector for the Chapter. Currently projectors are brought from members' offices. Acquiring projector causes an issue of who must store it.
- c. **Sustainability - Joe**
 - "Zero Waste Week" – further details by next BOG, send budget to Matt
- d. **Research Promotion – Dave** (Not present)
 - **Has everyone donated to full circle?**
 - **Who is required to donate?**
 - **Golf outing on 5/4/18**
 - **Chapter RP meeting on 4/12/18**
- e. **Reviewed PAOE – reported activities**
 - Send Kalani the points your committee has achieved, he will track and input points online.
- f. **YEA – Joshua M./Tyson**
 - We have 3 new members, 2 new UH students (send PAOE points to Kalani)
 - Technical presentations for YEA members hosted at WSP office
 - Event with UH students will be proposed for November or December, Joshua sent budget to Matt.
- g. **Student Activities – Diamond / Jack Mullen**
 - Event – visit to elementary or middle school to do engineering demo and discussion, date and location TBD (possibly Barbers Point Elem.)
 - Joseph Ting class at UH has student members, have their dues been paid? - Matt
- h. **Refrigeration – Jeanessa**
 - Ice rink tour will be in December (Dec. 1 is proposed, Friday afternoon timing is preferred).

- Well water system tour at Waiea condo TBD.
 - i. **Webmaster - David**
 - Status of basecamp – this is online, Chapter to transition off Google Drive
 - New login info will be sent to members who need access to the Star Chapter website (i.e. membership chair, attendance chair, treasurer, etc.)
 - j. **Chapter Electronic Communications Chair – PAOE points to enter?**
 - Chairs send info to Kalani
 - k. **Technology Awards –Kelsey – Technology Portal items**
 - Submit projects – ask Les Taniyama to submit a project
 - Include technology portal items in the Chapter newsletter – ok if it's for the previous month, some people may not have seen it online.
 - l. **CTTC, Mofazzal**
 - There will be a webcast on energy efficiency
 - m. **GGAC, Tony**
 - **Hawaii Building Code Council meeting** – discussion topics at the meeting were UPC vs. IPC, high rise residential fire sprinkler code requirements and retrofits, and adoption of 2105 IECC. Kevin nominated to present the benefits of having a mechanical code at the next meeting. It was brought up that local contractors who work on military projects already have to follow IMC and should be familiar with the code.
 - n. **Membership Promotion – Bill**
 - Chapter gained 4 new members this month
 - Bill is following up with members who need to renew their membership
 - If you are a BOG member, be sure to keep your membership up to date
 - Chapter goal this year is to increase by 5 members this year
 - o. **Attendance and Reception – Justin**
 - No updates
 - p. **Technical Seminar and Product Show – Josh, location? Date in March?**
 - **Presenters – Construction Law Presentation, Manfred Zapka presentation**
 - Kishor Khankari will come, offered to do a student presentation. Will discuss healthcare applications.
 - Liquid dessicant will be a topic.
 - David Lord will be asked to recommend a speaker.
 - Ask healthcare industry professionals to attend (Queen's, Castle, etc.)
 - Prepare budget before next BOG
 - q. **Historian – Donna**
 - **Christmas party**
 - The event will be at Honolulu Country Club on December 7
 - David to assist Donna with flyer/registration form
 - Kevin to obtain sponsorships, cost of the event is typically ~\$7500 to \$8000
 - Donna has already selected the menu and entertainment, she will need help with the program, please consider volunteering to help (anyone can help)
4. **ASHRAE Community Sustainability Projects**
- a. <https://www.ashrae.org/society-groups/volunteer/ashrae-community-sustainability-projects>
 - b. Please visit the link
5. **New Items?**
- a. Kevin and Mofazzal met with Craig Stevenson to discuss benefits of the IMC on 10/24.

Adjourned: 5:38 pm

Next BOG Meeting: Thursday, November 16 before Chapter Meeting.

Respectfully submitted,

Samantha Nakamura, Secretary 2017-18