AGENDA
SPC 84-2013R Method of Testing Air-to-Air Heat/Energy Exchangers
Tuesday, February 4, 1:00 pm – 3:30 pm, L, Bay Hill
Hilton Orlando, Orlando Annual Meeting

1. CALL TO ORDER
   1.1 See ASHRAE Code of Ethics (Exhibit 1)
   1.2 Introduction of Members and Guests
   1.3 Appointment of Secretary
   1.4 Quorum Determination (6 Voting Members)
   1.5 Announcements

2. AGENDA REVIEW
   ACTION: Approval or modification.

   ACTION: Approval or modification.

4. REVIEW OF PUBLICATION STATUS
   REPORT BY CHAIR. The standard is in the process of publication galleys preparation.
   Chair will update with available schedule information.

5. RECOMMENDATIONS TO TC 5.5:
   ACTION: SPC will discuss whether or when to dissolve the committee, and what
   recommendations should be given to TC5.5 with respect to when to initiate the next edition of
   the standard, needs for new elements with the standard or development of additional
   standards, possible research topics, etc..

6. ACTION PLAN AND ASSIGNMENTS
   ACTION: Determine remaining steps towards submittal for public review, assign tasks.

13. NEW BUSINESS

14. NEXT MEETING:
   ACTION: Need for and possible timing of the next meeting will be discussed.

Attached:
Exhibit 1 ASHRAE Code of Ethics
Exhibit 2 Roster as of 2019-06-05
ASHRAE Code Of Ethics
(Approved by ASHRAE Board of Directors January 30, 2013)

1.140.001.1 As members of ASHRAE or participants in ASHRAE committees, we pledge to act with honesty, fairness, courtesy, competence, integrity and respect for others in our conduct.

A. Efforts of the Society, its members, and its bodies shall be directed at all times to enhancing the public health, safety and welfare.

B. Members and organized bodies of the Society shall be good stewards of the world’s resources including energy, natural, human and financial resources.

C. Our products and services shall be offered only in areas where our competence and expertise can satisfy the public need.

D. We shall act with care and competence in all activities, using and developing up-to-date knowledge and skills.

E. We shall avoid real or perceived conflicts of interest whenever possible, and disclose them to affected parties when they do exist.

F. The confidentiality of business affairs, proprietary information, intellectual property, procedures, and restricted Society discussions and materials shall be respected.

G. Each member is expected and encouraged to be committed to the code of ethics of his or her own professional or trade association in their nation and area of work.

H. Activities crossing national and cultural boundaries shall respect the ethical codes of the seat of the principal activity.
### Exhibit 2:

**SPC 84-2013R Roster as of 2020-02-04:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Voting Status</th>
<th>Committee Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Friedlander</td>
<td>Voting</td>
<td>Chair; PcvM-Producer</td>
</tr>
<tr>
<td>James Scudamore</td>
<td>Voting</td>
<td>PcvM-Producer; Webmaster</td>
</tr>
<tr>
<td>John Bolster</td>
<td>Voting</td>
<td>PcvM-General</td>
</tr>
<tr>
<td>Terrence Farrell Jr</td>
<td>Voting</td>
<td>PcvM-User</td>
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<tr>
<td>Andy Kebernik</td>
<td>Voting</td>
<td>PcvM-Producer</td>
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<tr>
<td>Ronnie Moffitt</td>
<td>Voting</td>
<td>PcvM-User</td>
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<tr>
<td>Richie Mohan</td>
<td>Voting</td>
<td>PcvM-Producer</td>
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<tr>
<td>Mary Opalka</td>
<td>Voting</td>
<td>PcvM-User</td>
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<tr>
<td>Carey Simonson</td>
<td>Voting</td>
<td>PcvM-General</td>
</tr>
<tr>
<td>Christopher Stone</td>
<td>Voting</td>
<td>Or/ahri; PcvM-General</td>
</tr>
<tr>
<td>Nicole Lantonio</td>
<td>Non-voting</td>
<td>Aor/ahri; NvM-General</td>
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<tr>
<td>Wongyu Choi</td>
<td>Non-voting</td>
<td>NvM-General</td>
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<tr>
<td>Adam Fecteau</td>
<td>Non-voting</td>
<td>NvM-Producer</td>
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<tr>
<td>Marc Tardif</td>
<td>Non-voting</td>
<td>NvM-Producer</td>
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<tr>
<td>Adrienne Thomle</td>
<td>Non-voting</td>
<td>Spls Liaison</td>
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<tr>
<td>Mark Weber</td>
<td>Non-voting</td>
<td>Staff Liaison</td>
</tr>
</tbody>
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