

CSCE Bi-Weekly Conference Call Meeting Minutes Thursday, January 9, 2020 at 12:00 PM



The conference call/meeting began at 12:00 p.m. The following people were in attendance on the call:

CSCE President Ben Cote	CSCE Treasurer Scott Nolan
CSCE President-Elect George Gerard	CSCE Past President Chris Beaulieu
CSCE Vice President Brianna Maljanian	CSCE Administrative Assistant Amy Petrone

The purpose of this meeting was to review the 2019 ACE Awards application, sponsorship form, and dinner program to see if edits needed to be made to the files for 2020. The following items were discussed:

1. Application:

- On the first page, in the third paragraph, change 2018 to 2019 and the third sentence could be deleted because it is redundant.
- On the second page, change 500 characters to 250 characters.
- On the second page, related to attachment #3, change project team members list requirement to request list of up to 4 firms to be shown on a plaque, if awarded.
- On second page, related to attachment #4, require at least one client testimonial or recommendation.
- On second page, related to attachments #5 and #6, delete #5 and edit #6 to read, *any other materials that will assist in evaluating the merits of the project, including newspaper articles.*

2. Sponsorship Form – No major edits for this form for 2020. CSCE should send the application and content of the sponsorship form in a separate email to CSCE via Constant Contact.

3. Dinner Program:

- Social hour will run from 5:00-6:00 p.m. followed by a welcome and announcements by Ben Cote.
- The ASCE presentation should begin at about 6:25 p.m., during dinner, and will be followed by the presentation of individual awards.
- Ben Cote will type up the discussed timeframe and send it to the attendees on this call.
- Amy Petrone will ask the Aqua Turf Club if it has a recommended timeframe for serving the different parts of the meal.
- The President and President-Elect can work together on announcing the award winners and being in the photos with the winners.

Other Items Related to the ACE Awards:

- George Gerard will ask Bonnie D'Lizarraga of BDL Photos if she would like to photograph the 2020 ACE Awards.
- Board members and Amy Petrone can meet in the Glass Room at the Aqua Turf Club a couple of weeks before May 19th to get an idea of how the room will be laid out for the ACE Awards.
- Amy Petrone will ask Roy Merritt about engaging legislators, so that they attend the ACE Awards and if the Legislative Affairs Committee has any nominations for the 2020 Legislator of the Year.

The call ended at 12:55 p.m.