



ASCE MICHIGAN SECTION

2005-2006 Board Meeting No. 7

MEETING NOTES

Date: April 19, 2006

Meeting Held: 215 Walnut Lansing Office

Meeting Called to Order: 5:42 PM

<u>Present:</u>	<u>Position</u>
Bryan Jennings, P.E.	President
Jerry Sivak, P. E.	President Elect
Rhett Gronevelt, P.E.	Vice President
Tom Maxwell, P.E.	Secretary
Gerrad Godley, P.E.	Treasurer
Maura Nesson.	Executive Director
Mike Dagher (partial).	LPL Financial Advisor

Meeting Notes (note item nos. correspond to meeting agenda):

1. **Call to Order** - Bryan Jennings called the meeting to order at 5:42 PM.
2. **Agenda** - The agenda for today's meeting was reviewed and approved unanimously (motioned by GG and seconded by JS).
3. **Past Meeting Notes** - The past meeting notes from the March 16, 2006 meeting were reviewed and approved unanimously (motioned by JS and seconded by GG).
4. **Correspondence**
 - **Fiscal Year 2007 Section Dues Collection Program** – No Action Required (NAR)
 - **Letter and E-Mail from Illinois Section Re: 2006 Annual Conference** – Illinois section is asking for support for the Annual Conference. TM motioned a \$500 donation and it was seconded by RG. All members were in favor.
 - **Bill for MCE from J.H.** - \$1,200 check was forwarded.
 - **ASCE World HQ Orientation via E-Mail** – BJ will respond that the Section is interested in sending someone to the orientation. RG suggested sending Maura. The orientation will be in early November.
 - **2006 Zone Workshop Post Conference Reports via E-Mail** – NAR
 - **2006 Spring Conference calls Via E-Mail** – BJ reviewed email discussing current activities at National.

5. Treasurer's Report

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- a) **Financial Report through March 2006** – Treasure report of Section budget through March 2006 was reviewed (motioned to approve by TM and seconded by RG). It was noted that budget line item 21A and the Membership dues summary needed to be clarified. The amounts didn't agree. The formula in the sheet probably needs to be adjusted. Maura will review and correct. Maura will also adjust report to reflect expenses since payments were recently made to the Branches.
- b) **Membership & Dues Status** – A report was generated. This report will be produced at a minimum of every quarter. Maura will obtain data from National through GG to get information necessary to create report. A username and password are needed to be able to enter the database for this information.
- c) **Banking Account Approved Signatures** – Apparently Rhett and Tom are the only two still approved on the 5/3 account. Tom met with Gerrad and Bryan at local 5/3 bank in Lansing. All board members need to sign a signature card and GG will take to local Flint Branch to be filed so everyone is on the account.

6. Old Business

- a) **Leadership training Fly-In** – G. Godley attended March 28-30 Leadership Training. He stated that he learned a lot and would welcome the opportunity to go back. He also obtained some helpful information that he passed on to RG for developing a report card on Michigan infrastructure.
- b) **ASCE Investment Recommendations** – Presentation by Mike Dagher of LPL Investments was made to the Board. Mike has been a financial advisor since 1990 and with LPL since 1998. RG explained what the Board is trying to use our current available funds to support the ASCE Section Scholarships. The Board would also like to increase the amount of the scholarships if possible. However, the Board wants to make certain that only interest/dividends are used to fund the yearly scholarships not any principal. Whatever is done needs to be conservative. Mike will develop some scenarios of investment options on how we can invest several of the current accounts in either one or two new accounts to sustain a self funding scholarship fund. Currently the Section gives out \$6,000/year in scholarships. Mike's contact will be GG. JS suggested that this be written into the By-laws when all issues are known. All agreed.
- c) **ASCE-MSPE-ACEC Visioning Session** – Next meeting TBD.
- d) **Web Site Upgrade** – Website is active. Some icons need to be linked to source indicated. Rhett asked for updated photos of board members. RG will also link meeting notes to the website.
- e) **Annual Meeting Format Survey** - Rhett will update an Annual meeting survey link to website. This will be used to determine if the membership would like to revise current format/location of the annual meeting. Bryan has a short message in MCE regarding survey. RG will get mass email from Maura and also send out survey that way.
- f) **Annual Meeting Saginaw Valley Branch** - Maura will develop a brochure for the meeting. GG stated that the golf course and boat cruise were reserved for event. The meeting is scheduled for Sept. 14-16th. We need to get the word out regarding the meeting.
- g) **MSPE/ACEC Annual Conference – May 18-21 – Treetops Resort** – Maura stated that the ASCE Section Board is invited to the Conference and the registration fee would be waived. RG appeared to be the only officer that may attend.

- h) **Franklin Meyer Service Award** – BJ will start developing award since J. Grant has stepped down at this time. It was suggested that the award be a way to push for support of a new Frank Meyer Scholarship. The Annual Meeting would be the appropriate time to start the drive.

7. **New Business**

- a) **Inland Investment / Scholarship Funds** – See old business write up regarding item.
- b) **ASCE Report Card for Infrastructure** – ACEC/MSPE to get assistance with this task force of volunteers. Looking for ASCE to take the lead. Jim Hegarty offered assistance with the current Dam status in Michigan. Dick Skalski offered to assist with the current status of the roads. Need to form a TF of volunteers from each division on the report. Objective is to complete the report by Feb. 2007. Rhett has contacted ASCE for advice/guidelines.
- c) **Steve Chizeck Request for Scholarship information** – Steve obtained information for all Branches on their current scholarship programs. He will be making a report on this at the next Regional meeting.
- d) **Annual Meeting Rotation** – The following is the rotation:
 - 2006 SV
 - 2007 AA
 - 2008 LJ
 - 2009 SW
 - 2010 Western
 - 2011 SE
 - Repeat cycle
- e) **Flint Area Science Fair** – The Saginaw Valley Branch is active in the local science fair. They asked the Section for \$75 to offset half of their current support in the approximate amount of \$150. They review the science fair projects that relate to civil engineering and give a \$100 gift and trophy to the student of the selected project. JS motioned that the Section support this effort and TM seconded, all were in favor. Tis will be taken from line 60 of the Budget report.

8. **Next Meeting Date**

- The next regular Board meeting will be held 5:30 PM May 25, 2006 at the MSPE office on 215 Walnut.

9. **Adjournment** - The meeting was adjourned at 7:35 PM.

These notes are intended to be a summary of those items discussed. Any corrections and/or comments should be noted to the writer as soon as possible.

Respectfully submitted,

Thomas G. Maxwell, P.E.
Secretary

p.c.: all attendees