



ASCE MICHIGAN SECTION
2005-2006 Board Meeting No. 4
MEETING NOTES

Date: January 12, 2006
Meeting Held: 215 N. Walnut MSPE/ASCE Office
Meeting Called to Order: 5:30 PM

<u>Present:</u>	<u>Position</u>
Bryan Jennings, P.E.	President
Rhett Gronevelt, P.E.	Vice President
Tom Maxwell, P.E.	Secretary
Gerrad Godley, P.E.	Treasurer
Maura Nessian.....	Executive Director
Mike Thelen.	Lansing/Jackson Branch

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

1. **Call to Order** - Bryan Jennings called the meeting to order at 5:45 PM.
2. **Agenda** - The agenda for today's meeting was reviewed and approved unanimously (motioned by G. Godley and seconded by T. Maxwell).
3. **Past Meeting Notes** - The past meeting notes from the December 8, 2005 meeting were reviewed and approved unanimously (motioned by T Maxwell and seconded by R. Gronevelt).

Budget Meeting Notes - The past meeting notes from the Budget Meeting were reviewed and approved

4. **Correspondence**
 - **ASCE Section Informant** – Bryan stated that this was forwarded to Board members by email as an FYI.
 - **Younger Member Newsletter** – Bryan stated that this was forwarded to Board members by email as an FYI.
 - **MTU** – MTU ASCE Student chapter sent a thank you letter regarding the Section support for their concrete canoe team. They also sent a picture of the team. Bryan will forward picture to Hegarty to be included in the MCE.

5. **Treasurer's Report**

- **2005 October thru December Budget Reports** – Maura reviewed the reports. Maura cautioned that the Balance sheet handed out was approximate because she is not receiving the actual statements from the Inland account. Motion made by R. Gronevelt to accept the budget reports as submitted and seconded by T. Maxwell, the board approved unanimously.
- **Membership and Dues** – The ASCE Section and Branch Dues summary will be done every quarter for the Board meetings.

6. Old Business

- a. **Annual Meeting 2005 – Detroit** – Board will table until final report is provided by the Branch. The general decision is that the Section will cover the loss for the Meeting.
- b) **Leadership Training Fly - In** – G. Godley to attend. He will send in application tomorrow.
- c) **ASCE Investment Recommendations** – Presentation by Waddell & Reed discussed. Board would like to see more of a review of investments and advice on how to invest and less of a sales pitch. It was discussed to have a financial consultant review portfolio and make recommendations. G. Godley will get a contact to pursue. T. Maxwell will contact current financial advisor and see if he still has interest in continuing current relationship.
- d) **MCE Mgt. and Advertising** – J. Hegarty will send a letter to all engineering firms for advertising in MCE. The amount will be \$250 per year. Jim will also send copies out to local boards, State Agencies, Drain Commissioners, etc. to encourage circulation and membership and justify advertising in MCE. Maura will forward list of agencies to Jim Hegarty.
- e) **Branch Activities Grant Program** – TABLED
- f) **ASCE-MSPE-ACEC Visioning Session** – Rhett will request next meeting to be rescheduled since ASCE representatives will not be available for conference call.
- g) **Web Site Upgrade** – R. Gronevelt updated the Board regarding the test link. Rhett will ask Rob Sadlek to send an invoice to Section for development of web site. It was agreed in the past that Rob would be paid \$2,000. Rhett stated that the site should be relatively easy for Maura to update in future. Rhett asked each member to forward a head shot for the website.
- h) **Zone II Workshop** – J. Sivak will attend this years conference
- i) **Annual Reports** – The board has received all annual report except from Ann Arbor Branch. R. Gronevelt for will continue to request Ann Arbor Branch to get their Annual Report to the Section. All Annual reports will be forwarded to National on February 15th with or without Ann Arbors report.
- j) **Annual Awards** – T Maxwell commented on timeline presented regarding submittal and approval of awards. Deadline for submission should be no later than August 1st so that steps can be made to have plaques made, notify award recipients, put in meeting brochure and notify MCE. The committee for the awards comprises of three members. The Board agreed to make it simple and the committee would consist of Past-President, President and committee chair. Additionally, J. Grant will be working on the “Franklin D. Meyers” award to present to Carol Meyers at the 2006 Annual Conference.
- k) **Annual Meeting Format - Survey, additional funding by Section & Guest from S.V. Branch** – Notification of the Annual Meeting survey wizard was not in MCE. The survey has general questions regarding Annual Meeting and will be posted on the new

website. Maura will send out a general email to all members regarding survey and indicate that it is on the website. The Annual Meeting Survey will go on-line as soon as the Web Site becomes available. This will be placed in the spring edition of MCE. Maura will also send out an email to all members

7. **New Business**

- a) **Renewing MSPE Contract** – The contract for Maura's services has been renewed and unanimously approved (motioned by R. Gronevelt and seconded by T. Maxwell). The only change in contract was the mileage was increased to \$.48 per mile.
- b) **ASCE Report Card for Infrastructure** – This will be reviewed at the next ASCE-MSPE-ACEC Visioning Session. Bryan will contact other Branches that have completed a survey for advice. A request for involvement will be sent by Bryan to the individual Branch Presidents and a general member request in the next MCE issue. The thought is that much of the information can be obtained from the various State Agencies MDEQ, MDOT, etc.
- c) **MI Section 90th Anniversary** – National notified Section of 90th Anniversary. Bryan will forward information to Hegarty for MCE and this will be highlighted at Annual Meeting.
- d) **Annual Meeting (Saginaw Valley)** - Maura will contact Nathan Galer from the Saginaw Valley Branch for planning this years Annual Conference. Gerrad stated that he would encourage the Branch to start making reservations for the meeting.
- e) **ASCE Email** – Maura is working with Mike Cook from National to obtain an ASCE email account.

8. **Next Meeting**

- The next regular Board meeting will be held 5:30 PM February 9, 2006 at 512 N. Walnut MSPE/ASCE Office.

9. **Adjournment** - The meeting was adjourned at 7:45 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,

Tom Maxwell, P.E.
Secretary

p.c.: all Board Members