



## ASCE MICHIGAN SECTION

### 2005-2006 Board Meeting No. 6

### MEETING NOTES

**Date: March 16, 2006**

Meeting Held: Conference Call

Meeting Called to Order: 4:35 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
Laurie Kendall, P.E.(partial). ....	Co-Chair Scholarship Committee

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

1. **Call to Order** - Bryan Jennings called the meeting to order at 4:35 PM.
2. **Agenda** - The agenda for today's meeting was reviewed and approved unanimously (motioned by JS and seconded by RG).
3. **Past Meeting Notes** - The past meeting notes from the January 12, 2006 meeting were reviewed and approved unanimously (motioned by TM and seconded by JS).
4. **Correspondence**
  - **ASCE/MSPE/AIA Annual Legislative Briefing** – March 21.
5. **Treasurer's Report**
  - a) **Financial Report through February 2006** – Treasure report of Section budget through February 2006 was reviewed (motioned to approve by JS and seconded by TM).
  - b) **Membership & Dues Status** –No Report. This report will be produced at a minimum of every quarter. Maura is trying to obtain data from National (Chris Cook) to get information necessary to generate report. She needs a username and password for her to be able to enter the database with this information.
  - c) **Banking Account Approved Signatures** – Apparently Rhett and Tom are the only two still approved on the 5/3 account. Tom will meet with Gerrad and Bryan at local 5/3 bank in Lansing before next meeting to sign signature cards.

## 6. Old Business

- a) **Leadership training Fly-In** – G. Godley to attend March 28-30.
- b) **ASCE Investment Recommendations** – Presentation by Mike Dahger of Inland Investments to be coordinated by Gerrad for the April 20 meeting.
- c) **Proposal for MCE Management and Advertising** – Update mailing list to include MDOT, municipalities, other agencies, etc., increasing advertisement by \$50. \$2000 raised so far. Publish a .PDF format for web site. Maura to contact J. Haggerty to get publishing schedule. Bryan has forwarded his lists to Maura who will compile and forward the master list to Jim H.
- d) **ASCE-MSPE-ACEC Visioning Session** – Next meeting TBD.
- f) **Web Site Upgrade** – Website is active. Some icons need to be linked to source indicated. Rhett asked for updated photos of board members. 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. It was also suggested that the meeting notes be linked to the website.
- g) **Annual Awards** – Committee includes Chair, President & Past-President. Bryan will let Gail know who the committee members are.
- h) **Annual Meeting Format** - Survey – a test will be re-sent to officers of the Board to review and comment (see website comments). Bryan would like to incorporate this into his message for the MCE.
- i) **Annual Meeting Saginaw Valley Branch** - This years format suggested by the Saginaw Valley Branch was reviewed. The SVB would like to try to make the meeting more family oriented/friendly. It was agreed to use the suggested agenda. The meeting will be held in Bay City. The meeting is scheduled for Sept. 14-16<sup>th</sup>. Maura/Gerrad were asked to review the dates with other society meetings/golf outings to try to avoid conflicts.

## 7. New Business

- a) **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 will contact ASCE for advice/guidelines.
- b) **MSPE/ACEC Annual Conference** – May 18-21 – Treetops Resort.
- c) **Franklin Meyer Service Award** – Jim Grant has relocated and changed companies. Therefore, Bryan has agreed to take over effort of the award for Frank Meyer. Jerry offered his assistance to Bryan.
- d) **Scholarships** – The following items were discussed with Laurie K. and the Board:
  - The current scholarship committee chairs are Jim Hegarty and Laurie Kendall.
  - Laurie offered her assistance in reviewing the current account status of the scholarship funds (Mackinaw, Zuidema and High School). The objective is to make certain that the scholarship funds are correctly allocated and documented. Currently all incoming monies designated for the scholarships are going into separate 5/3 accounts.

- Laurie was told that the Board intends to have investment recommendations by Mike D. of Inland Investments at the next meeting. The idea is to establish an account that will be self generating based on the interest made for future scholarships. It was agreed to lump all scholarship monies into this account to maximize the interest earned. The funds would also be accounted for separately to make certain that the amount for each scholarship is known.
- There is question of an additional \$75,000 +/- in a Commonwealth fund that is currently unaccounted for. Laurie will forward documentation to Maura and Gerrad.
- There is also a concern that the Board maintain the original High School and Zuidema scholarships. All agreed.
- The Board discussed having a current board member on the scholarship committee. It was agreed. Gerrad volunteered.

**8. Next Meeting Date**

- The next regular Board meeting will be held 5:30 PM April 20, 2006 at the MSPE office on Walnut.

**9. Adjournment** - The meeting was adjourned at 6:53 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., M. ASCE  
Secretary

p.c.: all attendees