

**Meeting Minutes**  
**ASCE ND Section Board Meeting**

**Date: Thursday, January 10, 2013**

**Location: O'Kelly's Restaurant**

**Time: 11:35 AM – 12:45 PM**

**Attendees: Don Anderson (President), Tony Eukel (VP), Brandon Oye (Secretary-Treasurer), Jerod Klabunde (Volunteer Programs Chair), Tom Klabunde (Continuing Ed Chair)**

There was general discussion about the frequency of the Board meetings. It was recommended to hold the Board meetings on a monthly basis over the lunch hour at different locations to be decided at the end of each meeting. In general, the Board will be meeting on the 2<sup>nd</sup> Thursday of each month unless the date needs to be changed by the Board. This would ensure that progress is being made on the items the Section is working on. The committee chairs would provide updated on the status of items they are working on.

**1) Continuing Education Committee**

There will be a Lunch & Learn planned every three months starting with the first one on Thursday, January 24 from 12:00 to 1:00 PM. Dave Sethre will offer his services as a presenter for free for the year of 2013. Dave will pay for pizza at this first meeting so no registration fee will be collected for food. Future meetings will have a registration fee of \$2 for members and \$5 for non-members to cover part of the cost a food, with ASCE picking up the remaining cost. Plan to have it at different locations each time. The first one will be held at Moore Engineering's office in West Fargo. We will invite current ASCE members and potential new members for a recruiting tool. Plan to only allow 3 people from each firm to get a diverse group. We will give a short speech about ASCE and what we are planning to do as a Section, and encourage non-members to join ASCE. **Tom Klabunde will send out the invite tomorrow.**

**2) Bylaw Updates**

Brandon Oye is going to revise "Article III: Nominations and Election of Officers" in the current bylaws to change election process to a sliding officer position for VP, VP-Elect and President. Brandon is going to review other Section bylaws for examples on this. Tony had mentioned to check the ASCE National Bylaws as well for language. The Board expressed interest in changing the officer term to two (2) years for the sliding officers to reduce turnover.

**Brandon will prepare a draft of the revised Bylaws to be reviewed at the next Board meeting.**

After the draft revisions of the Bylaws are approved by the Board, they will be sent to ASCE Council of Vice Presidents for review and approval. Then they will be presented at the Annual Section Meeting to be adopted.

### 3) **Annual Spring Meeting**

Tony is currently working on determining speakers for the Annual Spring meeting. The meeting will start at 1:00 pm and have four speakers. A social hour will be from 5:00 to 6:00 pm. Dinner and business meeting will be from 6:00 to 7:30 pm. Don recommended 50 minutes sessions with a 30 minute break in the middle. Possible speakers included a keynote ASCE National Officer or John Fraunhoffer, someone from Moore for the Red River Diversion project, Kalpana Katti on nano research, and Dave Sethre on concrete. Could also use Nico Sutmoller of Insulfoam Geof foam, who has expressed interest in the past to be a speaker.

The meeting will most likely be held at the Doublewood Inn again, but Tony was going to check a couple other places first.

The date of the meeting was discussed. Don thought that the NSPE meeting is April 15-17. Spring break is March 11-15. FM Engineer's meeting is March 26. Easter is March 31. The date of the meeting was tentatively set for Thursday, April 4, but will be contingent upon the ASCE National speaker's schedule.

The fee for the meeting will include the cost of the meal to insure that people will attend the business meeting and not leave after the speakers.

Don recommended that we contact the student chapter advisors and presidents to recommend the student chapter officers to attend the dinner and business meeting.

**Jerod will be attending the Regional Leadership Conference in Milwaukee this weekend and he will ask John Fraunhoffer about attending the meeting and having a National Officer attend as well.**

### 4) **Website**

Brandon plans to meet with a few website designers in Fargo to get proposals to put together the ND Section website. It is planned to have a simple format but look professional. Don stated that it is much more important to have a website that stays current, then to have a complex site. Brandon reported that most web designers will set up an easy to use interface for adding/changing information on the website without constant attention from the website designer. It was discussed that a Webmaster will be chosen to maintain the website once it is up and running.

**Brandon will bring the proposals to the next Board meeting for review. The proposal chosen by the Board will be presented at the next Section meeting for approval.**

**5) Volunteer Programs Committee**

Jerod discussed the ASCE Civil Engineering Club document that was sent to us from Leslie Payne of ASCE Pre-College Outreach. The discussion was that the program was too involved to set up at this time. It may be a program that we look into in the future.

Don said that the NDSU Student Chapter has Badge Day where they held scouts build things like toothpick bridges and such. We could possibly collaborate with the student chapter on something. Don said that our Section needs to coordinate better with the student chapters on events. He recommended that the Board attend the next NDSU Student Chapter meeting to inform the students about our Section and explain what we do. **Jerod Klabunde will check with the NDSU Student Chapter when their next meeting will be held in February.**

**NEXT BOARD MEETING**

**DATE: FEBRUARY 14, 2013**

**LOCATION: MBN ENGINEERING**

**TIME: 11:30 AM**