

ASCE SOUTHEASTERN MICHIGAN BRANCH
2011/2012 BOARD MEETING
September 7, 2011

Minutes for Board Meeting No. 2

Call to order

Early

Meeting called to order at 7:20 am by Early. Present were Kelly, Early, Rushlow, Bantios, Shepler, Potter, Lynch

Discussion/Approval of Agenda

All

Agenda was approved without changes. Motion by Shepler support by Bantios. unanimous

Review and Approval of the Meeting Minutes

Shepler

Motion was made by Bantios supported by Potter to approve the May 4, 2011 meeting minutes. Motion was made by Potter supported by Bantios to approve the June 28, 2011 meeting minutes with changes. Motion was made by Potter supported by Bantios to approve the August 25, 2011 meeting minutes with changes. All motions passed unanimously, with all minor changes as stated in meeting.

Review and Approval of the Treasurer's report

Shepler

- i. Distributed the June & July Treasurer's reports.
- ii. Motion made by Suggit supported by Rushlow to approve the June report. Motion passed unanimously. Motion made by Rushlow supported by Suggit to approve July report. Motion passed unanimously.
- iii. An account has been opened at Chase bank to begin the transfer from Co-op Services Credit Union. \$15,000 was transferred from Co-op to Chase in mid-August and all deposits will now be made to the Chase account. Brad, Jacob & Kent are required to sign off the Co-op account and will do so before the end of October.
- iv. Shepler to work with Potter to find CPA for audit of 2010-11 Treasurer's file. Needs to be completed by Nov. 30, 2011 (before Nat'l report), cursory review to be scheduled for early October.
- v. Evans provided an overview of the 2011/2012 Budget.
- vi. Potter sets two week deadline for the Board Position to provide Evans budgets for their Committees.

Board Member Reports

• ***Technical Activities***

Kelly/Suggitt

- i. City of Marysville WWTP program? Contact Jesse
- ii. Dave to follow up with Jim Lynch and Jason Edberg regarding the non-destructive testing for sheet pile sections that was done with NTH.
- iii. OMI tour possibly?
- iv. Provide updates on Continuing Education credits for registered engineers and setting up a program to explain the requirements.

• ***Professional Activities***

Suggitt/Stoops

- i. Central Business District program on the MLK High School is still being explored by Zach Carr. No other update.
- ii. Kamran will stay on as History & Heritage Committee chair.
- iii. Address information needed for Andy Brown

• ***Member Services***

Stoops/Bantios

- i. Working on securing attendees for the Annual Meeting
- ii. Follow up with Tarolyn Buckles regarding her interest in the smaller scale program for Diversity Committee, she is interested in working on.

- iii. *Constant Contact* is approx. \$24/month, move to President-Elect's responsibilities
 - a. Warning would be necessary to send to recipients to make sure they know the provider is changing and to add the e-mail sender to their allowed senders list
 - b. Dana to talk with the person that runs the WTS *Constant Contact* listserv
- **Past President** **Vandecreek**
 - i. Absent
- **President Elect** **Potter/Rushlow**
 - i. SPAG grant payments complete, report complete, submitted 6 weeks prior, under review
 - ii. MI Section like the billboard idea, interested in future SPAG grants/assistance

Committees

- **CYM** **Stoops/Suggitt**
 - i. Review of Officers
- **Newsletter** **Rushlow**
 - i. Transfer template info.
 - ii. Jacob strives to provide more consistency in the posting of the Newsletter, typical two weeks after Branch meeting

National News

- **Potter**
 - Dave to attend Nat'l Governors Forum and Annual Meeting in Memphis as section rep.
 - Legislative Affairs, Jeremy Curtis is interested in attending the Legislative fly-in this year.

Other Business

- **Potter/Early**
 - **Annual Meeting**
 - i. RSVPs at 20
 - ii. Jacob to get with HRC about plaques
 - iii. 5 Life Winners, 3 contacted, 2 tbd
 - **Ann Arbor Branch**
 - i. Jacob point of contact for when we get approval of swap
 - **SEAMi Contact for ASCE Structure Institute**
 - i. Dave Kelly to be contact

Next Board Meeting: October 5, 2011 at Nello's

Monthly Meetings are conducted at Nello's Restaurant on Woodward at Lincoln. All ASCE members are welcome.

Website Address: www.asceseast.org

Action Items – see August Mtg Minutes

- i. Rushlow to distribute the Newsletter.
- ii. Whomever has contact information for Andy Brown, send to Dana.
- iii. Brad send Dana CYM budget from last year
- iv. D. Kelly will contact Jesse regarding the possible Marysville Program
- v. Rushlow/Stoops will update the website and upload the calendar of events.
- vi. Brad to develop Draft Bylaws
- vii. Evans to check into if scholarship affects students ability to get Financial Aid
- viii. Evans will follow up Tarolyn Buckles regarding the Diversity Committee.
- ix. Dana will contact new members from National reports
- x. CYM is to contact U of M Student Chapter regarding activity

Respectfully Submitted,

Brad Shepler, ASCE Michigan Section Southeastern Branch Secretary