

2018-2019 Meeting No. 2

Date: October 3, 2018 Time: 7:15 P.M.

Location: Nello's (Royal Oak)

In Attendance: Carr, Curtis, Kelly, Kozak, Droze, Matheny, Palazzolo

Absent: Sandahl

1. Call to Order (Carr)

Meeting called to order at 7:20am.

2. Approval of Agenda (Carr)

Motion to Approve the Agenda by Matheny, second by Curtis, all in favor, Approved.

- 3. Approval of Meeting Minutes (Kozak)
 - a. April 2018 Minutes

No meeting minutes, no quorum.

- b. May 2018 Minutes
- c. Sept Kick-off Minutes

Motion to Approve May and September Meeting Minutes by Matheny, second by Curtis, all in favor, Approved. Kozak to send meeting minutes to Nicolls for posting on website.

d. Branch report

Completed.

- 4. Approval of Treasurer's Report (Kozak)
 - a. 2017-2018 Final Treasurer's Report update

 Due November 30th, report has been provided to Kelly.
 - b. September's Treasurer's Report

Motion to approve September's Treasurer's Report by Curtis, second by Matheny, all in favor, Approved.

- 5. Member Services Committee (Droze)
 - a. Committee Chairs Update

A few vacant chairs. Talked with Kamran Qadeer on Diversity Committee, needs some guidance as to what he needs to do. Mike Nicolls will remain as Website Chair.

- b. Membership database change over status
 Sandahl to provide Droze with database change over information.
- c. Upcoming Programs

None.

Annual Meeting is under Droze's umbrella. Maybe consider the Detroit Zoo as a venue. Looking for ideas for venues. Carr to look into Edsel Ford House as a venue. Consider a racetrack venue, fowling. Spring Break is the first full week of April 2019. Looking at April 13th or 20th for possible dates.

- 6. Professional Activities Committee (Matheny)
 - a. Committee Chairs Update

Has not reached out to Committee Chairs but will do so before next meeting. Need a Central Business Chair. Zach to look into someone at his company.



- George Mansour new chair for Legislative Affairs
 Matheny to reach out to Mansour and introduce to Melissa McKinley (lobbyist for organizations).
- b. Upcoming Programs

Matheny looking at digester program for November.

i. Detroit Construction Tour update

Need to encourage participation, only 5 people signed up as of today. If we need to we can cancel buses up to 7 days in advance, and we can rework the lunch at Wayne State. Droze thinks he can make it for a few hours, Curtis may be able to make for a few morning hours as well. Carr will check into attending too. Matheny to reach out to MSU to try to encourage participation. Unfortunately this is the same date as the MSU/UofM game, which may be hurting participation.

7. Technical Activities (Tavio)

a. Committee Chairs Update

Need Construction Chair – Berkholz vacating. Board needs to brainstorm on a new Construction Chair. Kelly to check within his company for new chair.

Lamb still interested in being Geotechnical Chair.

Lambrina stepping down from Environmental Chair. Curtis to talk within his company to find a chair. Tavio to talk with Ashley Lesser to see if someone at her company may be interested.

Werling to remain Transportation Chair.

Fox stepping down from Structural Chair. May help Tavio with finding a replacement. Matheny to send template to all committee directors to disburse to their chairs.

b. Upcoming Programs

Lamb to setup LTU program.

Yogi (former Branch president) wants to do program on Vedic Plaster. Tavio to work with Yogi to setup program for end of October.

- 8. CYM (Droze)
 - a. Joint Events

Considering evening social events with Branch and CYM. Carr to coordinate with Becca Wolters to organize.

- b. Student Night
- c. CYM Scholarship
- d. Golf Outing
- 9. Past President (Kelly)

Perform Treasurer's Report Audit.

- 10. President-Elect (Curtis)
 - a. Newsletter

Plan to have one out before Thanksgiving.

b. Calendar

Updated by Nicolls.

Carr to send Curtis the cheat sheet for Constant Contact.

11. Michigan Section News

a. Dream Big Toolkit Purchase

Carr purchased 100 kits at \$5 each.



12. National News

a. Leadership Conference in Dallas Feb 8-9, 2019
 Tavio may attend Leadership Conference. If he can't attend, Curtis may attend.
 Matheny submitted application for Legislative Fly-In.
 Need to think about October conferences in April/May.

13. Other Items to be Discussed

- a) Wolters to research when other career fairs are held and when firms are hiring to determine if moving Student Night to the Fall is appropriate. Ongoing.
- b) Kozak to email April and May meeting minutes out to Board and approve and next meeting in October. Done.
- c) Kozak to complete Branch Report by next meeting. Done.
- d) Carr to update President templates for Kickoff Meeting. Ongoing.
- e) Kozak to complete Annual Report and provide to Kelly for review. Final report due November 30, 2018. Done.
- f) Sandahl to provide Droze with information to change over Membership database. Ongoing.
- g) Directors to contact all Committee Chairs and determine if they are still interested in holding the position, if not, we need to see new chairs. Ongoing.
- h) Carr to reach out to Matheny on his new role. Done.
- i) Carr to work with Larry Cooper from Architects and Engineers for 9/11 Truth to set up upcoming programs for this year. Board has voted to decline presentation based on input from National. Carr to contact Larry Cooper accordingly.
- j) Carr to add date of Legislative Fly-In and 2020 Multi-Regional Conference to Upcoming Meetings/Events list. Done.
- k) Kozak to reimburse Carr for food from Kickoff Meeting. Done.
- 1) Document station for internal documents (Kozak). Ongoing. Curtis to look into Google Docs or Dropbox.

Motion to Adjourn Meeting by Kozak at 8:20am, second by Matheny, all in favor, Meeting Adjourned.

New Action Items:

- Kelly to review Final Treasurer's Report and report to Kozak if approved. Kelly to return hard copy of book to Sandahl when complete for box of records.
- Kozak to send Final Treasurer's Report to Nationals once approved by Kelly (by November 30th).
- Kozak to send May and September approved meeting minutes to Nicolls for posting on website.
- All to brainstorm on who would be best to fill vacant chairs as discussed.
- Sandahl to provide Droze with membership database change over information.
- All to brainstorm on Annual Meeting venues.
- Matheny to reach out to his committee chairs to determine if they want to stay on for this year.
- Carr to look into a potential coworker for Central Business District Chair.
- Matheny to introduce George Mansour to Melissa McKinley.
- Kelly to look into a potential coworker for Construction Chair.
- Curtis to look into a potential coworker for Environmental Chair.
- Palazzolo to talk with Ashley Lesser for options on potential Environmental Chair.
- Matheny to send program template to Droze and Palazzolo for them to send to their Committee Chairs.
- Carr to coordinate with Rebecca Wolters with CYM to organize Branch/CYM social activity.
- Curtis to prepare Newsletter by November 7th meeting.
- Carr to provide Curtis with Constant Contact cheat sheet.



- Carr to contact Larry Cooper to notify him ASCE is denying his 9/11 Truth presentation based on feedback from National.
- Curtis to look into Google Docs or Dropbox as document station for internal documents.

Upcoming Meetings/Events

October 3, 2018 at 7:15 am – Board Meeting at Nello's Restaurant, Royal Oak, MI November 7, 2018 at 7:15 am – Board Meeting at Nello's Restaurant, Royal Oak, MI December 5, 2018 at 7:15 am – Board Meeting at Nello's Restaurant, Royal Oak, MI January 9, 2019 at 7:15 am – Board Meeting at Nello's Restaurant, Royal Oak, MI February 6, 2019 at 7:15 am – Board Meeting at Nello's Restaurant, Royal Oak, MI February 17th through the 23rd, 2019 – Engineers Week February ??, 2018 – Annual Meeting w/ ???

March 6, 2019 at 7:15am—Board Meeting at Nello's Restaurant, Royal Oak, MI April 3, 2019 at 7:15 am—Board Meeting at Nello's Restaurant, Royal Oak, MI May 1, 2019 at 7:15am—Board Meeting at Nello's Restaurant, Royal Oak, MI June ???, 2018—End of the Year Meeting at ???

March 12 & 13 2019 - ASCE Society Washington D.C. Legislative Fly-in, Arlington, VA Jan/Feb 2020 - Multi-Regional Conference (hosted by CYM)