



**BOARD OF DIRECTORS' MEETING
MINUTES**

Tuesday, November 13, 2012
Moffitt's House, 309-255-1897
808 E Mumford Dr. Urbana, IL 61801

***As this will be a longer meeting, snacks will be provided and feel free to bring a beverage**

MINUTES

Attendees: Matt Moffitt, Chris Gutkowski, Roman Vovchak, Justin Swinford, Dan Levitus (New Social Chair), Gen Long, Keith Schinkoeth

1) Last Minute Agenda Additions/revisions

Leadership for tomorrow Grant – (Gutkowski/Moffitt)

2) Review and Approval of **October 2, 2012** Meeting Minutes – (Rodriguez)

3) Financial Status: Treasurer's Report – (Gutkowski)

Balance: \$3594.32

Cost of October Event = 559.97

A. Need to make new budget – (Moffitt/Gutkowski) *Treasurer to come up with a preliminary budget and present to section. Section to provide feedback. Gutkowski to provide by next meeting in January.*

Gutkowski suggested we make financial goals and set an annual target for the next year so we can have a reasonable balance (lower balance).

B. Payment of Bills – (Gutkowski) - *Moffitt requested to be reimbursed \$23 for food expenses hosting the meeting*

4) Web Chair Update – (Schinkoeth)

A. Need to update home page – *Matt suggested adding parts of the Newsletter to the homepage.*

B. Can we add board meeting minutes – *Yes.*

C. Student Liaison email – *No go.*

D. Site content to management system – *Priority to make it user friendly. Probably design will change when switching. Schinkoeth asked to provide suggestions for design. Board members to start suggesting input to the website. Gen suggested a page for Engineering Events or local events, a resource page that does not have to be updated all the time. Please have comments submitted by Friday Nov 16.*

E. *Every board member should have access to the Branch calendar*

5) Old Business

A. Review of Oct Event – activity review form – (Swinford) – *Good event to repeat for new board introductions. Students pleased with the price and the food. Minor issues with the room but overall it was a Success.*

Giselle to submit event form for September event.

- B. Branch Bylaws Update – (Long/Moffitt) – *Gen found files (East Brach Bylaws). Illinois Valley and Section documents still missing. Keith to send documents to Gen.*
- C. *Review of November event – Good turnout, ISPE made a good presentation ~\$50 no cost to ASCE.*
- D. *E-week- We have volunteer to be a bigger contributor into e-week. We would be more involved into planning and organization of the event. There was a consensus on just helping planning not taking the responsibility of planning it all. Keith mentioned that this is an actual ISPE event, we should be careful on not “taking over”. Matt suggested we do branch awards at this event.*

6) New Business

Suggestion of a Transportation/pavement seminar.

Materials/pavement presentation by the ACI student chapter, Roman to send more info.

- A. December Holiday Happy Hour – (Swinford) – *Jupiter’s at the crossings.*
- B. Engineer in the Classroom – (Gutkowski) – *Info to be sent at the newsletter.*
- C. ASCE Leadership Workshop – (Moffitt) – *Matt to attend.*

7) Other Business

- A. ‘BIG IDEAS’ brainstorming session – (Moffitt)

Each board member is asked to bring some ideas to the table for something new for the branch. Be it a new event, a new direction, a new goal, etc... We will compile a list of all of the ideas and discuss, weeding out some ideas and building on others. This discussion will result in our goals for the branch. These may be goals for the next year or goals for the next several years, depending on the initiative.

Keith: Participating in Legislative days will depend on how much we would like to spend. He will take care of the website and transfer to contact management.

Chris: Try to get families involved or more interactive activities. Volunteering should be an option, not just happy hour events. Setting financial targets, try to lower funds to about 2k. Push to establish annual events.

Matt: Establish a specific recurrent date to have our events. Branch to host a workshop (two or three training course) – Management (true value engineering) or transportation/pavement. A training that could provide a skill that companies would pay employees for it. Chris suggested that it could be a risk, Gen recommended we should team with section to alleviate the risk.

Driving forces for this idea: Transition from students to professionals. Help grow attendance. Help students understand what PDHs are and why they are important. Idea: Coordinate with university to see if students could get credit hours for PDHs earned. This could be spread in a few year time span. The initial seminar could be an introduction to PDHs and professional chapter then the student can obtain PDHs for other seminars in other places (ASCE, ISPE, ASCE nationals). Try to schedule a meeting with department head to discuss this initiative.

Giselle: Events with students like a financial advisor, resume preparation, raise the bar. Go to legislative days.

Justin: Social events, trouble getting people in events, tailor events to everyone to show up or try to spend more money and have nicer things on a regular basis.

Dan: Habitat for Humanity needs volunteers. Organize a volleyball event (tournament) where professionals can have a team.

Roman: Paintball- faculty (TAs too), professionals vs. students. More seminars in campus at the Yeh center, short seminars are good too. Before students graduate to tell them benefits of joining the professional chapter.

Gen: Fundraising for Habitat for Humanity. To get more centralized, be the place where people looks for information in Civil Engineering in town. Be a center to the people in the community. Website and newsletter to be a good media for it.

8) Next BOD Meeting Date / Location: **January __, 2012?**

9) Adjournment

Notes:

A. Please contact Matt Moffitt, 309-255-1897 or e-mail president@eb.centralillinoisasce.org if you cannot attend or wish to add an agenda item.