

# Meeting Agenda

2021-2022 Meeting No. 1 – October 2021

Date: October 6, 2021  
Time: 7:15 A.M.  
Location: Virtual

1. Call to Order (Sandahl)

Present: Crystal Kozak, Drew Sandahl, Patrick Droze, Paul Wakefield, Tavio Palazzolo,  
Bryce Burkett, Kevin Brown  
Absent: Steve Matheny,  
Other: None

2. Approval of Agenda (Sandahl)

Motioned by Palazzolo and seconded by Burkett.  
Motion approved unanimously

3. Approval of Meeting Minutes (Matheny)

a. May 2021

Motioned by Wakefield Seconded by Droze..  
Motion approved unanimously

b. 2021-2022 Kickoff Notes

Droze made mention that 2 revisions were received from Kozak  
- Lesser was on the call, but you have her marked as absent.  
- Under #12 for the adjournment it should say “Matheny motioned, Kozak second.”

Motioned by Palazzolo and seconded by Wakefield to approve the meeting minutes as noted.

Motion approved unanimously

4. Treasurer’s Report (Palazzolo)

a. Review and Approve Outstanding Treasurer Reports (Matheny)

Droze mentioned that the reports in the past have typically included a running (monthly) total and that those should be included with each report if possible.

Burkett motioned, Droze seconded the May 2021

Droze motioned to Table June 2021 report to determine the \$197 deposit noted under Prizes and Awards. Burkett seconded.

The motion approved unanimously.

**Action:** Matheny to update June 2021 Treasurer’s report to clarify \$197 deposit.

## Meeting Agenda

Palazzolo motioned to approve the July 2021 Treasures report. Burkett seconded. The motion approved unanimously.

Palazzolo motioned to approve the August 2021 Treasures report. Burkett seconded. The motion approved unanimously.

Burkett motioned to approve the September 2021 Treasures report. Palazzolo seconded. The motion approved unanimously.

- b. FY 2021-2022 (10/1/21 – 9/30/22) Budget  
Palazzolo indicated that the budget would be provided at a future meeting.
- c. Annual Report  
Kozak has not seen the report yet. Report needs to be turned in by November 1  
**Action: Matheny will finalize the report by November 1, 2021**
- d. President-Elect (Droze)  
Newsletter (Droze)  
Monthly meeting schedule.  
**Action: Droze to send out an e-blast with monthly meetings and call for new younger members.**
5. Member Services (Burkett)  
No update on member services.  
Sandahl noted that most branches have social media and linked-in presence.  
**Action: Board to Review opportunities for improved social media presence.**
6. Professional Activities (Wakefield)  
Not much to report. Events will be scheduled soon.
7. Technical Activities (Brown)  
Not much to report. Events will be scheduled soon.
8. Past President Update (Kozak)  
No reports. Kozak
9. Michigan Section News
  - a. Strategic Planning Meeting Summary (Droze)  
Droze provided an overview of State section.

## Meeting Agenda

Sandahl stated that 70% of the members are interested in training and emerging technologies.

### 10. National News

- a. New website launched

### 11. Other Items to be Discussed

Droze provided an update on regional infrastructure discussions.

Sandahl has reached out to Slotkin's office to set up a lunch and learn for e-week (2/20).

Sandahl noted that many other branches are doing in-person events. There are likely opportunities to do this as well depending on the subject matter and location.

### 12. Adjournment

Droze motioned to adjourn. Burkett seconded. Meeting was adjourned at 8/12

## Past Action Items

1. Sandahl to update chair information sheets.
2. Sandahl to provide Lesser updated list of officers and contact information for website updates.
3. Annual report preparation by Matheny and Reviewed by Kozak.
4. Sandahl to provide bank transition letter. **COMPLETED**
5. November 10, 2021 deadline for submission of articles to ACEC for Michigan Engineering Newsletter

## New Action Items

1. Matheny to update June 2021 Treasurer's report to clarify \$197 deposit.
2. Matheny will finalize the report by November 1, 2021
3. Droze to send out an e-blast with monthly meetings and call for new younger members.
4. Board to Review opportunities for improved social media presence.

## Upcoming Meetings/Events:

October 6, 2021 at 7:15 am – Virtual

October 6-8, 2021 – ASCE 2021 Virtual Convention

November 3, 2021 at 7:15am – Virtual

December 1, 2021 at 7:15 am – Virtual

January 5, 2022 at 7:15am – Virtual

February 2, 2022 at 7:15 am – Board Meeting at Zoe's House of Pancakes Royal Oak, MI

February 2022 Region 3, 6, 7 MRLC

February 20<sup>th</sup> through the 26<sup>th</sup>, 2022 – Engineers Week

February ??, 2022 – Student Night

March 2, 2022 at 7:15am – Board Meeting at Zoe's House of Pancakes Royal Oak, MI

March 2022 – Legislative Fly-In, Washington DC

April 6, 2022 at 7:15 am – Board Meeting at Zoe's House of Pancakes Royal Oak, MI

April 2022 – Annual Meeting

## Meeting Agenda

May 4, 2022 at 7:15am – Board Meeting at Zoe’s House of Pancakes Royal Oak, MI

June ??, 2022 – End of the Year Meeting at ???

June 23, 2022 – Annual Golf Outing

### Meeting Information

<https://oakgov.zoom.us/j/93127697825?pwd=cTdTQkQxbnZvUVloL1kzL09ndzBldz09>

Meeting ID: 931 2769 7825

Passcode: 069387

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