

# Meeting Agenda

2019-2020 Meeting No. 7

Date: April 1, 2020  
Time: 7:15 A.M.  
Location: WebEx

Attendees: Zach Carr, Jeremy Curtis, Crystal Kozak, Drew Sandahl, Patrick Droze, Tavio Palazzolo, Steve Matheny, Bryce Burkett

Absent: None

Guest: Kevin Brown

1. Call to Order (Curtis)
  - a. Call to order at 7:17.
2. Approval of Agenda (Curtis)
  - a. Kozak motion, Carr second. Motion passed 8-0.
3. Approval of Meeting Minutes (Sandahl)
  - a. March Meeting Minutes. Tabled. Sandahl to send to board members.
4. Approval of Treasurer's Report (Droze)
  - a. March Treasurer's Report
  - b. Kozak motioned to approve March Treasurer's report contingent on input of the interest deposit. Additionally, motioned to move \$6,000 from the checking account to the savings account. Motion passed 8-0.
5. Member Services Committee (Matheny)
  - a. Committee Chairs Update
  - b. Upcoming Programs
    - i. Tokyo Rope – April 3rd week, location TBD – Likely Cancel. Plan on fall.
  - c. Annual Meeting
    - i. May 16<sup>th</sup> @ Fox Hills – Tentative
      1. One Award Submission – Project of the Year
    - ii. Awards form sent out
    - iii. Matheny motioned to move the meeting back to September 19, Kozak second. Motion passed 8-0. Officers change positions on October 1. Therefore, moving the annual meeting back into September is possible.
    - iv. Matheny will contact Fox Hills to reschedule.
    - v. Curtis to contact Mike Nichols to change the date on the website after confirmation from Matheny.
    - vi. August we will resend the award information for nominees.
6. Professional Activities Committee (Palazzolo)
  - a. Committee Chairs Update
  - b. Upcoming Programs
7. Technical Activities (Burkett)
  - a. Upcoming Programs

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8. CYM (Matheny)
  - a. Scholarship
    - i. We discussed extending the deadline; however, there are four applicants at this point. Therefore, the board decided to keep the deadline unchanged.
    - ii. Discussion about adding a third scholarship. However, board decided to wait until the impacts of COVID-19 are better understood.
    - iii. Application requires proof of enrollment and the applicants are questioning how do they verify enrollment if they cannot get tuition receipts directly from the schools. We will allow applicant to submit screenshots as proof of enrollment.
  - b. Bylaws have been approved by CYM. They need to be forwarded to the Branch board for approval.
  - c. CYM will now be YMG effective in the fall.
  - d. Eastern Michigan was added to the list of schools eligible for participation in CYM. Eastern Michigan recently added a Civil Engineering degree.
9. Past President (Carr)
10. President-Elect (Kozak)
  - a. Newsletter
    - i. April newsletter forthcoming. There is some content currently available; however, board members should give Kozak any content by April 17.
  - b. Calendar
11. Michigan Section News
12. National News
  - a. Received Life Member information – Curtis to contact them about attendance at Annual Meeting – Possibly just send out
13. Other Items to be Discussed
  - a. Board of Director Elections
    - i. Becca Wolters does not want to be on the board this year. Curtis has not been able to get a response from Ashley Lesser.
    - ii. Curtis to look at doing the ballot via Survey Monkey.
  - b. Revise and update Branch By-laws

Motion to adjourn by Burkett, second by Carr. Motion passed 8-0.

### Upcoming Meetings/Events

May 6, 2020 at 7:15am – Board Meeting at Nello’s Restaurant, Royal Oak, MI (Possibly WebEx)

April 25, 2020 – Annual Meeting at Fox Hills

June ???, 2020 – End of the Year Meeting at ???

### Existing Action Items

- Directors to check in with Committee Chairs to determine if they are interested in staying involved or if the chair is vacant. **Ongoing**
- Kozak to review calendar **Ongoing**
- Sandahl to send January minutes to M. Nicolls to upload to website **Complete**
- Matheny to provide Kozak with flyer for Tokyo Rope program **Postponed until further notice.**

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- Plan ACI-ASCE joint meeting. Postponed
- Carr to determine where the Dream Big videos that the Board purchased are located.
- Carr to deliver plaque to RCL Construction.

### Current Action Items

1. Board members to provide Kozak content for April newsletter by April 17.
2. Sandahl to review cost for an exhibit sponsorship at local science museums.
3. Matheny to coordinate changing date of annual meeting to September 19.
4. Sandahl to send March meeting minutes to board for approval.
5. Curtis to contact Mike Nichols to update annual meeting date on the website.