

# Meeting Minutes



## 2017 - 2018 Board Meeting No. 1 (Kickoff Meeting)

Date: September 11, 2017 Time: 4:30 PM  
Location: Turner Construction Company  
535 Griswold Street, Suite 1525  
Detroit, MI 48226

### Meeting Attendees:

David Kelly, Zach Carr, Jeremy Curtis, Crystal Kozak, Drew Sandhal, Patrick Droze, Steve Matheny

### Members Absent

Dana Temerowski

### Others present

Ayana Davis, Gombo Batsukh, Jacob Molewyk, Jason Stoops, Robert Darvas, Saleem Alsharari, Erica Johnson, Earl Howard, Laura Palmer

1. Welcome, Introductions, and Organizational Structure Kelly
  - a. 5:00 start
  - b. D. Kelly provided a brief welcome and introductions were made by attendees.
  - c. D. Kelly provided an organizational overview, reviewed the role and responsibilities of each board position and committee chair
  - d. D. Kelly invited anyone that is interested in becoming a committee chair or co-chair to please volunteer.
  
2. Newsletter Carr
  - a. Z. Carr will follow-up with D. Kelly on development of newsletter and Constant Contact List
  
3. Schedule/Calendar Carr
  - a. Board member overseeing the committee chair responsible for program will review the program flyer.
  - b. Z. Carr will be responsible for sending the flyer to M. Nicolls to place on website and sending out the Constant Contact notification.
  
4. Secretary Curtis
  - a. P. Droze will send out the previous meeting minutes for review.
  - b. Past minutes will be approved at the October Board Meeting.
  - c. Approved minutes will be sent to M. Nicolls to place on website.
  
5. Budget Kozak
  - a. J. Curtis to send out Treasurer's Reports for June-Sept for review and approval at the October Board Meeting.
  - b. J. Curtis will send out a draft 2017-18 Budget for review and approval at the October Board Meeting.
  - c. J. Curtis to complete FY2016-17 report for review and submittal to ASCE Michigan Section

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- d. J. Curtis and C. Kozak have completed the bank transfer.
- e. C. Kozak to look into other payment methods for programs in addition to PayPal, such as Venmo

## 6. Committee Chair Reports

- a. Member Services Committee Sandhal
  - i. CYM has already held their elections; Tavio Palazzolo is President
  - ii. Removed Reception and Membership from list (previously removed in bylaws)
  - iii. D. Sandhal will work with S. Matheny on alternatives for the Annual Meeting
  - iv. D. Sandhal to push member benefits, place information in the newsletter
  - v. D. Sandhal to verify committee chairs
- b. Professional Activities Committee Droze
  - i. P. Droze to verify committee chairs
- c. Technical Activities Matheny
  - i. S. Matheny to verify committee chairs

## 7. Programs/Events

- a. A discussion of potential program opportunities was discussed and will be directed to individual committee chairs
  - i. Discuss a member's tour of the EJ foundry with James Cassell
  - ii. Create more student friendly events
    - 1. Day trip to various construction projects in Detroit
    - 2. Team with CYM for educational and social event
    - 3. Reach out to all the universities in the area
      - a. Possibly add a lead for each university
  - iii. American Center for Mobility
  - iv. Presentation on Accelerated Bridge Construction (ABC) and potential site visit of Self Propelled Modular Transportation (SPMT) for I-94 bridge projects
  - v. Session using Dream Big with local high school, provide DVDs (P. Droze and S. Matheny to follow-up)
  - vi. Programs at the Detroit Zoo (Biodigester, etc.)

## 8. Miscellaneous

- a. Send corrections on the letterhead to D. Kelly, he will send out the final letterhead
- b. P. Droze attended the ASCE Region 3 Assembly in Detroit in August
  - i. Local focus with Michigan engineering project displays
  - ii. Presentations by various chapters
  - iii. Dream Big was felt to be a success
  - iv. Variety of meetings
    - 1. Many members stated they wanted more training opportunities
- c. Need to make student groups aware of the Michigan Section Scholarships that are available

## 9. Upcoming Meetings

- a. Michigan Section Meeting Kickoff Meeting – contact J. Rushlow for this information

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- b. Board Meeting, Nello's Restaurant, Royal Oak, MI – Oct. 4, 2017 at 7:15 am
- c. ASCE 2017 Convention, New Orleans, LA – Oct 8-1, 2017 (Z. Carr to attend)
- d. Region 3, 6, & 7 Leadership Conference, Omaha, NE – January 26-27, 2018



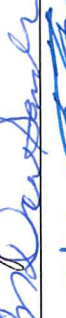









Meeting Minutes Respectfully Submitted By:

Jeremy Curtis

ASCE SE Michigan Branch

Secretary

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