

# Meeting Agenda

2019-2020 Meeting No. 1

Date: October 2, 2019  
Time: 7:15 A.M.  
Location: Nello's (Royal Oak)

1. Call to Order (Curtis)
2. Approval of Agenda (Curtis)
  - a. **Motion to approve by Kozak, Second by Palazzolo.**
3. Approval of Meeting Minutes (Kozak/Sandahl)
  - a. Kick-off Meeting Minutes
    - i. **Motion to approve by Kozak, Second by Burkett**
4. Approval of Treasurer's Report (Sandahl/Droze)
  - a. March through September Treasurer's Reports
    - i. **Motion to approve by Kozak, Second by Droze.**
  - b. 2019-2020 Annual Budget
    - i. **Tabled.**
    - ii. **CYM budget has not been received.**
5. Member Services Committee (Matheny)
  - a. Committee Chairs Update
  - b. Membership database change over status
  - c. Upcoming Programs
    - i. **Tokyo Road program**
6. Professional Activities Committee (Palazzolo)
  - a. Committee Chairs Update
  - b. Upcoming Programs
7. Technical Activities (Burkett)
  - a. Committee Chairs Update
    - i. Vacant Chairs
  - b. Upcoming Programs
    - i. Long Span Concrete Floor Systems
    - ii. Allen Creek Presentation
8. CYM (Matheny)
  - a. Elections
    - i. **Currently one vacant position.**
  - b. MRLC – planning, scholarship
    - i. **Board members to start promoting the event to their network.**
9. Past President (Carr)
  - a. **RCL needs to get a plaque from last year's annual for Scio Township project.**

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- b. Last year treasurer report audit to be conducted soon.
10. President-Elect (Kozak)
  - a. Newsletter
    - i. Draft was sent to the board members.
  - b. Calendar
11. Michigan Section News
12. National News
  - a. Charge different costs for ASCE members vs. non-members to promote ASCE membership
    - i. Board members are in agreement that an additional charge should be applied to non-members for programs.
13. Other Items to be Discussed
  - a. ASCE 2019 Convention, Miami, Florida – Oct 10-13, 2019
  - b. Region 3, 6, 7 Leadership Conference, Detroit, Michigan – January 10-11, 2020
  - c. 2020 Legislative Fly-In, Washington DC – March 2020
    - i. Sandahl to check about going and report back to board.

Adjournment at 8:19 AM.

### Upcoming Meetings/Events

October 2, 2019 at 7:15 am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
November 6, 2019 at 7:15am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
December 4, 2019 at 7:15 am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
January 8, 2020 at 7:15am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
February 5, 2020 at 7:15 am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
February 16<sup>th</sup> through the 22<sup>nd</sup>, 2020 – Engineers Week  
February ??, 2020 – Annual Meeting w/ ???  
March 4, 2020 at 7:15am– Board Meeting at Nello’s Restaurant, Royal Oak, MI  
April 1, 2020 at 7:15 am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
May 6, 2020 at 7:15am – Board Meeting at Nello’s Restaurant, Royal Oak, MI  
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 publish October newsletter. **Ongoing**
- Kozak to send approved May meeting minutes to Nicolls to post on website. **Complete**
- Sandahl to complete Treasurer reports March through September for approval at October meeting. **Complete**
- Sandahl to prepare budget. **Ongoing**
- Sandahl to prepare Annual Report. **Ongoing**
- Carr to review Annual Report once complete. **Pending**
- Sandahl to pay deposit to Henry Ford for MRLC. **Complete**
- Sandahl/Droze to change account contact info. **Complete**
- Curtis to add PayPal process into “Procedures for Setting Up a Program” guidelines.

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- Matheny to look into filling committee chairs. **Ongoing.**
- Palazzolo to look into filling committee chairs. **Ongoing.**
- Burkett to look into filling committee chairs. **Ongoing**
- Curtis to give GoogleDoc access to Board members. **Complete**
- Branch to help CYM with sponsorships for MRLC. **Ongoing**
- Board members to review draft Treasurer reports provided by Sandahl. **Complete**

### Current Action Items

- 1. Membership list from Droze to Kozak**
- 2. Curtis to discuss vacant construction chair with David Kelly.**
- 3. Carr to fill geotechnical or construction vacant chair position.**
- 4. Curtis to look into vacant environmental chair**
- 5. Transportation program to be scheduled through Werling.**
- 6. Carr to order plaque for RCL Construction.**
- 7. Sandahl to evaluate billboard for this fiscal year.**
- 8. Sandahl to check about going to**