

# Meeting Agenda

2019-2020 Meeting No. 5

Date: February 12, 2020  
Time: 7:15 A.M.  
Location: Nello's (Royal Oak)

Board Member Present: Zachary Carr, Jeremy Curtis, Drew Sandahl (7:35 AM), Steve Matheny, Tavio Palazzolo

Absent: Crystal Kozak (excused), Patrick Droze (excused)

Guest: Kevin Brown

1. Call to Order (Curtis)
  - a. 7:21 AM
2. Approval of Agenda (Curtis)
  - a. Motion to approve by Carr. Second by Burkett. Motion passed 5-0.
3. Approval of Meeting Minutes (Sandahl)
  - a. January Meeting Minutes. Motion to approve by Carr. Second by Burkett. Motion Passed 5-0.
4. Approval of Treasurer's Report (Droze)
  - a. January Treasurer's Report. Droze was absent. Report to be provided later in the week.
  - b. MRLC Expenditures.
    - i. Motion to pay for the parking for the MRLC planning committee was motioned by Palazzolo and seconded by Matheny. Motion passed 5-0.
5. Member Services Committee (Matheny)
  - a. Committee Chairs Update
  - b. Membership database change over status
  - c. Upcoming Programs
    - i. Tokyo Rope – April 3<sup>rd</sup>, location TBD.
  - d. Annual Meeting
    - i. April 25<sup>th</sup> @ Fox Hills. Location is set.
    - ii. Award detail sheets are forthcoming.
    - iii. Anticipated cost is on the order of \$50 per member.
  - e. CYM would like to purge the Younger Member e-mail contacts. CYM is working with Matheny to complete this task.
6. Professional Activities Committee (Palazzolo)
  - a. Committee Chairs Update – No updates.
  - b. Upcoming Programs – Nothing upcoming.
7. Technical Activities (Burkett)
  - a. Upcoming Programs
    - i. Allen Creek Presentation
      1. This event went well. Approximately 25 attendees. Net expense on the order of \$100.

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- ii. ACI-Joint presentation currently being pursued.
  - iii. Environmental program under development.
  - iv. Carr to discuss possible event with Paul Wakefield.
8. CYM (Matheny)
- a. Elections
    - i. Web Development and Social chair still needs to be filled.
  - b. MRLC
    - i. Social event went well.
    - ii. The career fair went very well. Attendance was high.
    - iii. Bowling social event was well received.
    - iv. Thank you cards to sponsors need to be prepared. The summary of the event to be included with the thank you cards.
    - v. Local students were not permitted to receive reimbursement through National. Expenses were on the order of \$80 per student. There were eight students to be reimbursed. Sandahl motion to reimburse, Matheny second. Motion passed 6-0.
9. Past President (Carr)
- a. RCL needs to get a plaque from last year's annual for Scio Township project. **This is ordered.**
10. President-Elect (Kozak)
- a. Newsletter
    - i. Next newsletter planned for the end of this week.
  - b. Calendar
    - i. Kozak to update calendar as necessary.
11. Michigan Section News
- a. Jacob Rushlow requested assistance from the Branch for a March 24 presentation at LTU to discuss careers in civil engineering. Curtis and Burkett volunteered to present.
12. National News
- a. National making push to increase membership.
13. Other Items to be Discussed
- a. 2020 Legislative Fly-In, Washington DC – March 2020
    - i. Matheny was approved. Sandahl was put on a waiting list.
  - b. ACI-GM would like to cooperate on student level activities and proficiency levels.

Carr motion to adjourn and Burkett second. Motion passed 6-0. Adjournment at 8:09 AM.

### Upcoming Meetings/Events

February 16<sup>th</sup> through the 22<sup>nd</sup>, 2020 – Engineers Week  
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  
**April 25, 2020 - Annual Meeting at Fox Hills**  
May 6, 2020 at 7:15am – Board Meeting at Nello's Restaurant, Royal Oak, MI  
June ???, 2020 – End of the Year Meeting at ???

# Meeting Agenda

## 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**
- Curtis to add PayPal process into “Procedures for Setting Up a Program” guidelines. **Ongoing**
- Branch to help CYM with sponsorships for MRLC. **Ongoing**
- Carr to order plaque for RCL Construction. **Complete**
- Kozak to review calendar. **Ongoing.**
- Droze to evaluate submission requirements for awards. **Ongoing**
- Sandahl to send October, November, December minutes to Nichols. **Complete**
- Matheny to provide Kozak with flyer for Tokyo Rope program. **Ongoing**
- February newsletter to be sent

## Current Action Items

1. ACI joint presentation.