

Meeting Minutes

2015 - 2016 Board Meeting No. 5

Date: January 13, 2016 Time: 5:00 P.M.

Location: Whirlyball, Novi, MI

1. Call to Order Stoops
 - a. 5:12pm
 - b. Present: Zach, Drew S., Jason, Jeremy, Dana, & Drew T.
 - c. Absent: Crystal K., Dave K.
2. Approval of Agenda All
 - a. Motion by Zach, 2nd by Drew S. passed all in favor
3. Approval of Meeting Minutes Kelly
 - a. November 10, 2015
 - i. Motion by Dana 2nd by Jeremy passed all in favor
 - b. December 2, 2015
 - i. Tabled
4. Approval of Treasurer's Report(s) Carr
 - a. September Report has already been approved.
 - b. Approval of Oct, Nov and Dec Reports
 - i. Motion by Dana 2nd by Drew S. passed all in favor
 - c. Zach got an email from national that stated we needed to keep 7 years of accounting records.
 - i. Right now we have 2002 to present
 - ii. 7 previous years puts us at 2008/2009
 - iii. We can get rid of 2002 to 2006
 - iv. 2002 to 2006 will be shredded.
 - v. Then when the Treasurer puts their end of the year in the archive box they can remove the oldest accounting records.
5. Committee Chair Reports Curtis
 - a. Member Services Committee
 - i. Website is up to date
 1. Mostly up to date
 2. Committee Chairs need to get updated
 3. Mike is doing a great job
 - ii. Annual Meeting location (Pallazzo) and date (March 19)
 1. March 19th from 6 to 10pm
 2. 60 minimum for attendance
 3. \$3,532 includes taxes and everything else.
 4. Jeremy will get with them to get the taxes removed since we don't pay taxes.
 5. Buffet meal
 6. Coffee and pop included.
 7. We have 4 lanes for 4 hours.
 8. Microphone, projector, and screen should be reserved for the night
 9. Jeremy will sign the contract
 10. \$60 per person

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11. Jeremy will check on a kid's rate just in case an award winner is bringing their children.
 12. Deposit of \$465 was given to Jeremy via check.
- iii. Award Packet
 1. Jason needs to send the award packet to Mike to get up on the website.
 2. Jason needs to send the award packet to Dana so that an email can go out to the list.
 3. The awards packet needs to be ready to go out in the next week.
 4. Having the submissions due back to Jason by February 26th
 5. Results for the award winners by 1st week in March.
 - iv. Elections
 1. Election for new board member
 2. Nominations need to be submitted to Jason as soon as possible
 3. Jason will talk with Lia about coming on the board.
 4. Election needs to be completed so that the new board member can be invited to the annual meeting.
 - v. Miscellaneous
 1. Jeremy gave Dana the new list from national's for constant contact.
- b. Professional Activities Committee Kozak (absent)
 - i. Legislative affairs event summary
 1. Event went really well
 2. Around 30 people in attendance
 - ii. History and Heritage
 1. Meadowbrook is coming up at the end of January
 - iii. Upcoming programs
 1. Central Business District is going to work with Evans to on getting a tour of the arena (Luke Vermullen)
 - c. Technical Activities Sandahl
 - i. Geotechnical summary
 1. Soil Stabilization presentation had 56 people in attendance
 2. Great presentation
 3. Got \$650 collected and had expenses of \$587
 - ii. Upcoming programs/events
 1. Geotech program at the University of Michigan, March 25th
 - a. Drew is working on the flyer right now.
 2. Transportation program on January 20th
 - a. Sponsored by Geopier
 - b. Location at OHM
 3. Accelerated bridge construction on February 17th
 - a. Working on flyer right now
 4. Environmental program waiting to hear
 - a. Could maybe do a tour of the George Kuhn Drain.
 5. Drew had a presentation at his office today about asset management called water 360 and might be something to look into.

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6. Structures and construction have nothing scheduled at this time.
- d. CYM Kozak
 - i. Jeremy will check with Lia about the April Social Event.
 - ii. Student Night Feb 23rd
 1. Everyone check with your companies to participate in Student Night
 - iii. Gift Wrapping Event Dec 15th summary
 1. Gift wrapping went very well
 - iv. Did CYM decide not to participate in the Future City judging?
- e. Past-President Bantios
 - i. Nominations/Awards for 2016
 1. Jason will get the packet out next week.
- f. President-Elect Temerowski
 - i. Newsletter went out in Dec, next one before student night
 1. The next newsletter will go out at the beginning of engineer's week.
 2. Crystal – write up on the legislative affairs presentation (Chris Owens could possibly do it)
 3. Kamran Qadeer can do a write up on the Meadow Brook Program
 4. Steve Werling can do a write up on the Open Roads Program
 5. Any other programs that we have from now until the beginning of engineers week would be good to get write ups in the newsletter.
 - ii. Calendar
 1. Mike is doing a great job keeping the calendar up to date.
 - iii. Might want to see if any of the board members can make it to Haim's Civil Engineering Group Meeting.
6. Michigan Section News Stoops
 - a. Jason hasn't received any updates from Section Board
 - b. Jacob Rushlow is now part of the Section Board
7. National News Stoops
 - a. Fly-In March 15-17. Application due Dec 15.
 - i. There are 3 members approved for the fly-in
 - ii. 2 are approved for the stipend and the last one is waiting for approval.
 - iii. If the 3rd one isn't approved for the stipend then Jason will see if the section will help with the cost.
8. Other Items to be Discussed All
 - a. Mastermind Engineer sponsorship discussion
 - i. Let them know that they can sponsor events and will be put on the email list. This way they can see the different sponsorships for each level. We will give them how many people are on our list but we will not give them our list.
9. Adjourn Stoops
 - a. Motion to Adjourn Drew S. 2nd by Zach passed all in favor
 - b. Adjourned 5:55pm

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Things To Do:

- Zach will get rid of 2002 to 2006 accounting files and shredded them.
- Mike needs to update the Committee Chairs on the website.
- Jeremy will get with them to get the taxes removed since we don't pay taxes for the Annual Meeting bill.
- Jeremy will get microphone, projector, and screen reserved for the Annual Meeting.
- Jason will to send the award packet to Mike to get up on the website.
- Jason will to send the award packet to Dana so that an email can go out to the list.
- Jason will get the awards packet sent out in the next week.
- Nominations need to be submitted to Jason as soon as possible.
- Jason will talk with Lia about coming on the board.
- Evans will get a Central Business District program for a tour of the arena (Luke Vermullen) scheduled.
- Drew is working on the flyer for Geotech program at the University of Michigan, March 25th.
- Drew is working on the flyer for Accelerated bridge construction on February 17th.
- Jeremy will check with Lia about the April Social Event.
- Everyone check with your companies to participate in Student Night.
- Dana to send the next newsletter will go out at the beginning of engineer's week.
- Crystal to do a write up on the legislative affairs presentation (Chris Owens could possibly do it).
- Kamran Qadeer to do a write up on the Meadow Brook Program.
- Steve Werling to do a write up on the Open Roads Program.
- Dana to let Masterminds know that they can sponsor events and will be put on the email list.

Upcoming Meetings/Events:

January 15-16, 2016 – Region 3, 6, 7 Meeting – Chicago, IL
January 28, 2016 – History and Heritage Meadowbrook 11:45am
February 3, 2016 at 7:15 am - Board Meeting at Nello's Restaurant, Royal Oak, MI
February 21-27, 2016 – Engineers Week
February 23, 2016- Student Night LTU
March 2, 2016 at 7:15 am – Board Meeting at ?
March 15-17, 2016 – ASCE Fly-In in Washington DC
March 19, 2016 – ASCE Southeast Branch Annual Meeting?
April 6, 2016 at 7:15 am - Board Meeting at Nello's Restaurant, Royal Oak, MI
May 4, 2016 at 7:15 am – Board Meeting at ?
May 12, 2016 – ASCE Michigan Section Centennial Dinner – Cobo Center, Detroit, MI
May 13, 2016 – Michigan Infrastructure Conference – Cobo Center, Detroit, MI

Meeting Minutes Respectfully Submitted By:

Dana Temerowski

ASCE SE Michigan Branch
President-Elect