

Meeting Minutes



2016-2017 Board Meeting No. 3

Date: November 17, 2016

Time: 5:00pm

Location: Ascension Brewing Company, Novi, MI

1. Call to Order Temerowski
 - a. 5:00pm start
 - b. Present: D. Temerowski, C. Kozak, J. Stoops, D. Sandhal, P. Droze, J. Curtis; Guest: Steve Matheny, J. Rushlow, Jason from SME, Drew Temerowski, K. Klieber, R. Gerhart, B. Nelson, J. Cassell, T. Palazzolo, A. Lesser
 - c. Absent: D. Kelly, Z. Carr

2. Approval of Agenda All
 - a. Agenda was prepared by D. Temerowski.
 - b. Motion to approve agenda by J. Stoops, second by C. Kozak, passed by all

3. Approval of Meeting Minutes Carr
 - a. Motion to approve the October meeting minutes prepared by Z. Carr made by J. Stoops, second by C. Kozak, passed by all.
 - b. Z. Carr to provide M. Nicolls a pdf of the approved October Minutes for posting to website.

4. Approval of Treasurer's Report(s) Curtis
 - a. Motion to approve the 2016-2017 Budget prepared by Z. Carr made by J. Stoops, second by C. Kozak, passed by all.
 - b. Motion to approve the October 2016 Treasurer's Report prepared by Z. Carr, made by J. Stoops, second by C. Kozak, passed by all.

5. Committee Chair Reports
 - a. Member Services Committee Kozak
 - i. Annual Meeting: Update provided by S. Matheny
 1. Date Scheduled for February 18, 2017 at Michigan Science Center – Going to try to move to the following weekend (February 25th) to avoid mid-winter break/President's Day weekend.
 - a. Cost \$4000, need a \$2000 deposit, contract to be sent to Steve next week.
 - b. Looking at plated meals for food choices.
 - c. Matheny to make up flyer for sponsorships (gold, silver, bronze, etc).
 - d. Better option than Henry Ford – Science Center will allow us to tour and the cost is better for a weekend event.
 - e. Need to send contract to Nationals for review.
 2. Award applications have been forwarded to Nicolls for website update.
 - ii. Reception Chair – Listed in By-Laws: Need to amend Bylaws to remove the Reception Chair position, send email to Section for review, followed by Nationals.
 1. Motion to approve the Amendment to Bylaws by C.Kozak, second by J. Stoops, passed by all.

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- iii. Website:
 - 1. C. Kozak to have Nicolls add Paypal button to website.
 - 2. Bylaws will be moved directly under Resources tab on website.
 - 3. Mobile website – contacts is incorrect, it is past award winners
- iv. Scholarship – Online Application is last years: Updated provided by R. Gerhart
 - 1. Splitting into two scholarships, waiting on budget from B. Swenson to update. Should have within a few days to updated on website.
- b. Professional Activities Committee Sandhal
 - i. Upcoming programs/events:
 - 1. Working on House Bill on liability with Jim Nash.
 - 2. History & Heritage – James Cassell: Working with D. Temerowski on St. Albertus.
 - 3. Central Business District – Luke Vermeulen: No Report.
 - 4. Project Management – Yazen Khansaneh: No Report
 - 5. Legislative Affairs – Chris Owen, P.E.: Working on Ric-Man/NTH presentation
 - ii. Student Night – date?: Move to January to avoid annual meeting in February.
- c. Technical Activities Droze
 - i. Upcoming programs/events:
 - 1. Construction – Aaron Berkholz, P.E.: Microtunnelling on 11/22/16
 - 2. Geotechnical – Katherine Lamb, P.E.: Dewatering on 11/30/16, Turf Reinforcement upcoming.
 - 3. Environmental – Lambrina Tercala, P.E.: Detroit Zoo – Digester Presentation upcoming.
 - 4. Transportation – Steve Werling, P.E.: Connected Transportation, Drones, and Plate Piles upcoming.
 - 5. Structural – Jamison Fox, P.E.: Structural Bolting on 11/30/16 and MSU – Structural Engineering Program on 5/11/17, Little Caesars Arena upcoming.
- d. CYM R. Gerhart for Sandahl
 - i. Forwarding us information into newsletter.
 - ii. Obtained university contacts, will send to C. Kozak.
 - iii. June 22, 2017 – Golf Outing Date at Greystone. Send contract to D. Temerowski to forward to Nationals for review (if they have a formal contract).
- e. Past President Stoops
 - i. Annual Report – completed by D. Temerowski.
 - ii. xxxx
- f. President Elect Kelly
 - i. Newsletter – Need to get out in December.
 - 1. Need articles from CYM.
 - ii. Calendar – No Report.

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6. Michigan Section News J. Rushlow for Temerowski
 - i. Infrastructure Report Card Update – Fall 2017 target date. Looking for Committee Chairs and volunteers to help.

7. National News Temerowski
 - i. Legal – We should send golf contract to legal for review. All contracts should be sent to Nationals for review to protect ASCE liability.
 - ii. Discussed using Constant Contact to sign-up and pay for events/programs. May be a hassle to have Nationals coordinate this for us. Consider sticking with Paypal.
 - iii. Dream Big grant ideas:
 1. Annual Meeting
 2. Bus and Tickets for Students
 - a. Send email blast to signup for participation
 - i. May need to contact national for waivers for students
 - iv. Legislative Fly-In: Temerowski, Carr, Stoops applied, waiting to hear if they have been accepted.
 - v. Region 3, 6, 7 Leadership Conference: CYM is sending R. Gerhart and K. Klieber, if anyone is interested in attending for Branch, let D. Temerowski know.
 1. R. Gerhart to get information to apply for Detroit to host conference for next round (2 years out).
 2. Section is talking about hosting Region 3 conference next year.

8. Other Items All
 - i. SAME – Society of American Military Engineers: Contacted D. Temerowski to team up on programs.
 - ii. Breakfast/Lunch with Life Members: D. Temerowski working with J. Neussendorfer.
 - iii. Social Meeting Discussion for January Meeting: D. Sandahl looking into fowling.
 - iv. Michigan Section Scholarships: J. Rushlow will keep us updated on this.
 - v. ASCE 2017 Convention in New Orleans
 - vi. M-1 Rail Program: J. Cassell talked to rep, and is ok with doing a tour, but they don't have insurance for the maintenance facility, so we can't go in there. Concern from rep regarding number of people, J. Cassell asked her to limit the number of people and set the date and work out insurance – needs to get through legal end of it. Looking at January/February.
 - vii. Little Caesars Stadium Program: Upcoming.
 - viii. EJ Foundry Tour: Upcoming Spring 2017.
 - ix. EJ Program
 - x. Other Ideas:
 1. PDH/CEUs – List total amount available, professionals will be responsible for recording their own credits based on how long they attend.
 2. Add on program flyers: extra \$10 for non-member attendees. Don't worry about tracking this at program, however.
 3. Add Michigan Infrastructure Conference on May 18, 2017 at Amway Grand in Grand Rapids. May 17th – Brewery Tour for early attendees.

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9. Action Items:

- a. Access the website with mobile device re: potential updates - Board
- b. Add Paypal button on website – M. Nicolls
- c. Send our Golf Outing agreement to ASCE Legal for review – D. Temerowski
- d. Send M. Nicolls a pdf of the approved October Minutes for posting to website - Carr
- e. Flyer for sponsorships for Annual Meeting – S. Matheny
- f. Send Michigan Science Center contract for Annual Meeting to Nationals – D. Temerowski
- g. Send tax exempt letter to S. Matheny for Annual Meeting – J. Curtis
- h. Mobile website: contacts is incorrect, it is past award winners – M. Nicholls
- i. Update scholarship application and send to Board – R. Gerhart
- j. Send University contacts to update website to C. Kozak – R. Gerhart
- k. Need to complete Treasurer Annual Report – Z. Carr
- l. Send articles for Newsletter to D. Kelly – All (specifically P. Droze and R. Gerhart)
- m. Signup to be a “Key Contact” with ASCE - All

10. Upcoming Meeting

- a. Next Meeting is December 7, 2016 at Nello's in Royal Oak at 7:15am.
- b. Motion to Adjourn by C. Kozak, second by P. Droze, passed by all.

Meeting Minutes Respectfully Submitted By:

Crystal Kozak for Zach Carr

ASCE SE Michigan Branch