

**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
February 5, 2014 - 12:00 Noon
Van Cott
36 South State Street, Suite 1900
Salt Lake City, UT

Members Present:

David Cline, Chair	SAME
Rob Kesler, Vice-Chair	ACEC
John Richardson, 1st Past Chair	ASME
Peter Tang, 2nd Past Chair	ITE
Sharon Yates	SEAU
Brandon Heidelberger	AWWA
Charles Vono	AIAA
Ben Rood	EWB
Chris Perry	IEEE
Marilyn Marshall	SWE
Daniel Dunning	SAME
Dannie Pollock	AAEE
Brandon Birkes	ASHRAE
Susan Merrill	Executive Secretary

Members Absent:

James Belshe	USPE
Jed Lyman	ASPE
Brad Mortensen	UCLS
Brad Gilson	UCEA
Peter Strazdins	ASME
Richard Hibbard	ITE
Brian Warner, Treasurer	ASCE
Paul Feser	ASCE

Guests

Brian Riddle	Van Cott
Jeff Riddle	Van Cott

1. Welcome – David Cline

The meeting began at 12:07 p.m. David Cline welcomed everyone to the meeting and introductions were made.

2. Approval of Minutes – January 10, 2014

EWB was represented by Vince DeVita at the January meeting. Susan will make that change in the minutes. Marilyn Marshall mentioned that she didn't give her report last month because we ran out of time. Susan will change the wording to reflect that.

Motion: John Richardson moved to approve the minutes from January 10, 2014 with the changes as discussed. Chris Perry seconded the motion. The motion carried unanimously.

3. Financial Report – Brian Warner

Brian Warner was not in attendance. Susan Merrill passed out copies of the financial report that Brian e-mailed to her. Dave Cline reported that AAEE and USPE still owe dues. Dannie Pollock will pay for AAEE. USPE is on hold.

John Richardson reported that he will not spend more than \$600 on the banquet awards this year.

4. Committee Reports

a. E-Week - Rob Kesler: Rob Kesler finalized some things at the facility last Friday. When you get to Adobe, come in through the main door. There will be two tables there for check-in and nametags will be there. Everyone has to have a nametag. A few nametags can be printed when they get there, but we want to have as many names as possible before February 22. Rob is still missing a lot of names on the registrations. Rob will have a screen set up that will show the sponsors and will go through all of the award nominees.

This will allow recognition of all of the nominees without having to read all of the information during the program. The dinner will be a buffet. The room will be set up for 256 people. Right now we have registrations for about 125 which does not include our scholarship winners and our sponsors. John Richardson asked if the chairs of the schools of engineering at the accredited universities have been invited - USU, BYU and U of U. John Sohl from Weber State has registered. We usually invite the governor and the GOED person, Tami Goetz.

Societies have room for displays. They will have to bring an easel or their own table. Rob will see if we can possibly rent extra tables. AIAA, EWB and Van Cott will have displays. Some will need tables. Anyone bringing a display will need to let Rob Kesler know.

We will need to bring our own centerpieces. Setup is Friday afternoon. John Richardson has the centerpieces and will drop them off to Rob Kesler. Susan will not be able to help with setup. Dave Cline can help with setup. They will start at 2 p.m. Friday afternoon. Susan Merrill will help with registrations on February 22 along with Chris Perry, Marilyn Marshall, Daniel Dunning and Brian Warner. We need to be there about 5 p.m.

Rob reviewed the menu. There will be a vegetarian option.

We are pretty much at cost on our ticket prices, so we need more sponsors to cover the cost of all of the free tickets we give out.

Rob reviewed the registrations he has. There were a couple of corrections made.

The sponsor seats required are as follows: Adobe 4, Van Cott 4, Ferguson 2, Varian 2.

ACEC will buy a table.

General Distributing is offering the beer again this year. We just need to bring it to Adobe by Friday at 5 p.m.

b. Publications - Dannie Pollock/Sophie Hanson: Dannie received several articles, so we should be good there. The target date for publication is the end of January. We want to have a proof sent out to the entire Board for review before publication. There is some uncertainty about the accuracy of each society's board. This information will be taken from the UEC roster which is on the UEC website. Each society was asked to review what is in the roster and send any changes to Susan by today.

A list of articles that will be in the Journal was requested with title, author and society. That would be a good check to be sure we aren't missing anything. Dannie will compile the list of articles and send it to Susan for distribution.

We still need advertisers. Ads can be as small as a business card. The Journal goes out to more than 6,000 engineers.

c. Awards Committee- John Richardson: John reported that he has a total of 25 nominees for the three awards combined. He needs all of the ratings back from his committee by February 7. Rob Kesler has all of the nominees, so he will be able to include them in his presentation.

Dave Cline is on the University of Utah's Civil Engineering Board. They have an event in April which is a civil engineering academy distinguished alumni award. Dave would like to look at our nominee list and see if any of our nominees could be nominated for that award. John will give Dave the complete list to review.

- d. Scholarship Committee - Brian Warner:** Dave Cline reported that Brian is working on the scholarships. He needs a committee to help with this.
- e. Legislative Committee - Chris Perry:** There was nothing significant to report.
- f. Fund-raising Committee - David Cline:** Varian and Ferguson have agreed to be sponsors this year. Sophie Hanson has agreed to provide an order form for sponsorships, but Dave Cline has not yet received that from her. It was mentioned that most companies have their 2014 money allocated already, so we need to look at our timing for the coming year regarding fund-raising.
- g. Membership Committee:** Marilyn said some of the society links on the website are not up to date. After the banquet, she would like to look at each society's mission statement and see where there is commonality. ASQ and the chemical engineers used to be members of UEC. The membership requirements are in the by-laws, which are on the website. Marilyn has been assigned to talk to Jim Belshe from USPE. They are wanting to know what their dues cover and the value of UEC membership. UEC is a great network for engineering societies. We also have space at our banquet where societies can give out information about themselves.

6. Nominating Committee - Peter Tang

Peter asked if anyone is interested in being nominated for the Treasurer position. It is a five year commitment which advances to the different Executive Committee positions; i.e., Treasurer, Vice-Chair, Chair, 1st Past Chair and 2nd Past Chair. Nominees need to have served on the UEC Board within the past two years. The Executive Committee cannot have members from the same society. Brandon Heidelberg said he was interested in serving.

6. Other Business

Rob needs volunteers at the registration table. Volunteers need to be there at 5:45 p.m. at the very latest. Susan will help as well as Brian Warner and his wife. Chris Perry, Marilyn Marshall and Daniel Dunning offered to help as well.

Rob is putting together a PowerPoint of the sponsors and one of the nominees. These will play throughout dinner. John will make sure he sends Rob the latest nomination packages so everything is up to date.

Dan Dunning suggested that at a future banquet we might consider having each society introduce their nominee. Peter Tang suggested we could have a 1 minute video clip of each person provided by that person. These are ideas for the future to simplify what we have to do.

Is there a speaker gift? Dave Cline offered to talk to Sophie to see if she is interested in providing the gift this year like she did last year. We will give the speaker a plaque.

7. Adjournment

Motion: John Richardson moved to adjourn the meeting.

The meeting was adjourned at 1:14 p.m.