

**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
May 8, 2013 - 12:00 Noon
Vancott
36 South State Street, Suite 1900
Salt Lake City, UT

Members Present:

John Richardson, Chair	ASME
Rob Kesler, Treasurer	ACEC
David Cline, Vice-Chair	SAME
Peter Tang, 1st Past Chair	ITE
Joe Martone, 2nd Past Chair	SAME
Curtis Earl	SEAU
Daniel Dunning	SAME
Peter Strazdins	ASME
Jim Thacher	AIAA
Brian Warner	ASCE
Chris Perry	IEEE
Dan Young	ITE
Susan Merrill	Executive Secretary

Members Absent:

Marilyn Marshall	SWE
Lori Labrum	WTS
James Belshe	USPE
Ernest Rowley	UCLS
Brad Welch	ASPE
Victor Willes	ASHRAE
Dannie Pollock	AAEE
Brad Gilson	AWWA, UCEA

Guests

Brian Riddle	Vancott
JuliAne Burton by telephone	Vancott
Shauna Guerrero	NewsLink

1. **WELCOME – John Richardson**

The meeting began at 12:05 p.m. and a catered lunch was available to the Board members for purchase.

2. **APPROVAL OF MINUTES – April 3, 2013**

Motion: Joe Martone moved to accept the minutes. Brian Warner seconded the motion. The motion carried unanimously.

3. **FINANCIAL REPORT – Rob Kesler**

Rob will prepare the financials for the Audit Committee meeting.

4. **COMMITTEE REPORTS**

A. Publication Committee - Dannie Pollock: Shauna Guerrero reported that the Journal is printed and will be mailed within the next two days. John Richardson said that it was nice to have time to review the Journal and make corrections before it was printed. NewsLink provided a gift for our speaker, and we appreciate that as well as all of the work that has gone into the Journal. We should set a date to have the Journal published and sent in the future so it is not going out so late. We also need to set hard deadlines and stick to them. Dave Cline would like to encourage societies to take more advantage of their page in the Journal. They can discuss annual conferences and other activities. It was suggested that we have pictures of the society officers if we have space.

B. Membership Committee - Brian Warner: Brian Warner has been following up with some organizations and will continue to do so.

C. E-Week Committee - Dave Cline: Dave would like to get a jump on the banquet.

He would like to get a committee together as soon as possible and get a venue and speaker lined up. This will be Rob Kesler's responsibility.

D. Awards Committee - Peter Tang: Peter said that some plaques were fixed and there has not been any other activity on the committee since then.

E. Legislative Committee - Chris Perry: Chris is willing to continue in this position.

F. Scholarship Committee - Rob Kesler: Rob said that \$130 worth of scholarship donations are currently in the general fund. He would like to know if he should transfer that to the scholarship fund. We only have \$1,693 in the scholarship fund right now, so we do need to get more money in there. Rob will transfer the money.

Shauna was asked if Sophie's scholarship was a one year award or if it is an annual scholarship. She will have to check with Sophie on that. Dave Cline thinks it is an annual award, but we need to check to be sure. This will be put under the Scholarship Committee's responsibilities.

G. Fund-Raising Committee - John Richardson: We are grateful to our sponsors, Vancott and Varian, for their support. Vancott gave us \$1,000 in cash donations and then supported us with our IRS issue and our lunches. We don't know yet if Vancott will be a sponsor next year. David Cline will also need to figure out where our Board meetings will be held next year. Vancott has given us a lot of support and we are very grateful. John Richardson has contacted Boeing through a friend of his and he was told to contact them next year. He will also try to work with Varian again next year. Kennecott is probably not an option right now. David Cline suggested that we focus our funding efforts into the following areas: advertising in the Journal, sponsorship for the awards banquet, and donations for the scholarships. John Richardson suggesting having some Journals from the previous year at the banquet where we could advertise for fund-raising or articles from people who attend.

H. Nominating Committee - Joe Martone: Joe Martone wanted to thank his committee for all of their work.

Daniel Dunning asked if there would be value in having summer meetings or activities. It was generally felt that with vacations, it would be difficult. The Executive Committee meets in August. Committees are welcome to meet during the summer to get a jump start if they desire to do so. The Fund-Raising Committee would do well to start meeting and probably the E-Week Committee as well.

5. CHAIR YEAR-END REPORT

John Richardson would like the Board to review the report that he sent out to them and send him any corrections that might be needed.

6. APPOINTMENT OF AUDITING COMMITTEE - JOHN RICHARDSON

There need to be three members of the committee and the incoming and outgoing Treasurers should attend the meeting. John Richardson will chair the committee. The meeting was discussed to be on May 28 at 4:00 p.m. at Dave Cline's office, 257 East 200 South, Suite 825. The Executive Committee will meet at Zions Bank on Main Street downtown at 3:30 that day to sign the signature card for the bank accounts. Rob will have the accounts ready for review by the meeting.

7. OTHER BUSINESS

We have a seminar scheduled for next week because we only have one reservation so far. It will

not be worth the cost if there are not more people who sign up. We need at least 20 people. There was some talk about canceling the seminar, but it was decided later in the meeting that since Vancott had already invested quite a bit of money in advertising the event that we would shoot out another email and try to get some attendance so we do not have to cancel it. It was decided to use the constant contact email list to advertise the seminar to see if we can get enough people to come. This has also been advertised in the Journal. Vancott derives their business through relationships and this is an important service for them to provide to the engineers so that it can be mutually beneficial.

John discussed the officer responsibilities that he prepared according to the IRS requirements for out 501(c)(3) reinstatement. It will be the responsibility of each committee chairman this year to train the incoming people for the coming year.

8. TURN MEETING OVER TO NEW OFFICERS

John Richardson turned the meeting over to David Cline as the new UEC Chair. Juli Burton highly recommended that we have an event planner or key person onsite to help with event flow.

9. PLAN EVENT DATES FOR NEXT YEAR - DAVID CLINE

Dave Cline suggested that Rob Kesler get an E-Week Committee together and talk about suggestions for the banquet, then make a decision and present it to the Board in the Fall.

10. ADJOURNMENT

Motion: Peter Tang moved to adjourn the meeting.

The meeting was adjourned at 1:25 p.m.