



**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
September 3, 2014 - 12:00 Noon
Van Cott
36 South State Street, Suite 1900
Salt Lake City, UT

Members Present:

Rob Kesler, Chair	ACEC
Brian Warner, Vice-Chair	ASCE
Charles Vono, Treasurer	AIAA
David Cline, 1st Past Chair	SAME
John Richardson, 2nd Past Chair	ASME
Dannie Pollock	AAEE
Peter Strazdins	ASME
Dan Donahoe	ASME
Jed Lyman	ASPE
Marilyn Marshall	SWE
Paul Feser	ASCE
Joe Touhuni	ASHRAE
James Williams	SEAU
Susan Merrill	Executive Secretary

Members Absent:

Brandon Heidelberger	AWWA
Ben Rood	EWB
Daniel Dunning	SAME
Tracy Allen	UCEA
Brad Mortensen	UCLS
Chris Perry	IEEE

Guests

Brian Riddle	Van Cott
Jeff Riddle	Van Cott
Juli Burton	Van Cott

1. Welcome – Rob Kesler

The meeting began at 12:12 p.m. Rob Kesler welcomed everyone to the meeting and introductions were made.

2. Approval of Minutes – May 7, 2014

Motion: John Richardson moved to approve the minutes from May 7, 2014. Brian Warner seconded the motion. The motion carried unanimously.

3. Financial Report, Audit Summary and Proposed Budget – Charlie Vono

Charlie Vono passed out a current Financial Report. He reported the following account balances: \$97.00 in savings, \$104.66 in checking, and \$1,593.61 in scholarship.

Society dues will be a little higher than what is on the spreadsheet. The Executive Committee went over the budget last month and revised some numbers. The dues increase is minimal. The budget is pretty aggressive, but one we should be able to meet. Charlie has an invoice for the secretary for August.

Motion: John Richardson moved to approve the budget as it was presented to the Board. Brian Warner seconded the motion. The motion carried unanimously.

Audit Summary – David Cline is in charge of this: David has not quite finished the Audit Committee report yet, but he will send it to the Executive Committee for approval this week.

4. Roster Questionnaire Status - Susan Merrill

Susan has only received five roster questionnaires back so far. This is what she uses to update the information on the website and she uses the membership numbers to assess the dues for each society. The roster questionnaires she has received so far are: ACEC, AIAA, ASHRAE, ASPE and UCLS. She needs the remaining completed questionnaires as soon as possible.

5. UEC by-law revision vote - Rob Kesler

Revisions to the by-laws were begun last year. Proposed changes were read by Rob Kesler and were provided to the representatives before the meeting and include Society representative responsibilities, officer responsibilities and training, and the definition of more committees. The by-laws currently define a few committees, but not all of them. These other committees already function and are now outlined in the proposed by-laws changes. These additional committees are the Fund-Raising Committee, the Awards Committee, the Membership Committee, and the Legislative Committee. The major changes are outlined below.

The first change is an addition to Article III as follows:

6. Each society representative must serve on at least one of the UEC functioning committees. The society representatives are encouraged to chair or vice chair UEC committees and solicit their respective society members to volunteer on UEC committees according to UEC by laws.

The second change is an addition to Article VI as follows:

7. The Council officers shall provide mandatory training to the new officers and committee chairs to ensure understanding of their responsibilities. This training shall include distribution of the UEC Training and Responsibilities document. A current training and responsibilities document shall be available on the UEC website. For specific responsibilities of Board officers and members please refer to this Training and Responsibilities document.

The third change is an addition to Article VII - the definition of other functioning committees in UEC as follows:

5. **FUND RAISING COMMITTEE:** The first past chair of the Council shall serve as the Chair of the fund raising committee each year. The primary function of the fund raising committee is to solicit donation from companies and individuals through advertising in the UEC Journals, donation through annual sponsorship or event sponsorship such as the annual E-Week Awards Banquet to help fund and support UEC scholarships or UEC operating expenses. The committee members shall not handle reception of donations directly. All donations must be submitted to the Council Treasurer. The fund raising function shall be a year round effort beginning in the spring quarter.

6. **AWARDS COMMITTEE:** The second past chair of the Council shall serve as the Chair of the Awards committee each year. The primary function of the awards committee is 1) to gather nominations of the engineer of the year, fresh face engineer of the year and engineering educator of the year, 2) prepare the awards plaques for all nominees and winners, and 3) prepare awards plaques for the scholarship winners and MESA teacher awards winner.
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(The Treasurer is responsible for gathering scholarship nominations from all accredited universities and the MESA teacher winner from the State board of education.)

7. MEMBERSHIP COMMITTEE: The Chair shall appoint a society representative to serve as membership committee chair. The membership committee shall seek out other engineering societies which do not currently have membership in the Council. The committee chair shall approach representatives from these societies, explain the goals and function of the council and invite them to attend the monthly UEC board meeting, and present an invitation to join the Council. The membership committee will provide an annual calendar of events and benefits associated with membership in the Council.

8. LEGISLATIVE COMMITTEE: The Chair shall appoint a society representative to serve as legislative committee chair. The responsibilities of the chair 1) monitor all legislative matters, including but not limited to propose bills during state and federal legislative sessions that are related to all fields of engineering services in our society. 2) Gather all available details of these proposed legislative actions and report to the Council. Assist in dissemination of pertinent legislative information to all member society within the Council.

The Awards Committee responsibilities have shifted from 1st Past Chair to 2nd Past Chair.

A clarification was made on the Chair of the Fund-Raising Committee - the 1st Past Chair will be the Fund-Raising Committee Chair until that person is no longer the 1st Past Chair which happens in May.

There was some discussion about the Publishing Committee - we should add in parenthesis that any income after publication contract obligations are met the profits should be shared with the publisher according to the contract. We can get some help with the wording from VanCott.

Motion: John Richardson moved to review today's comments for one month and then vote on the by-laws then. Dannie Pollock seconded the motion. There was no vote on this motion.

There was some discussion about postponing this vote further.

There was a question on Article III, Section 2 - some societies do not have the ability to have a current officer serve on the UEC board. The wording says "should be a present officer." It does not say "must be." The purpose of this is for continuity to build a good source of communication directly with the leadership, but societies may choose how they want to be represented.

It was asked if the Chair of the Legislative Committee ever attends the DOPL meetings. He does not, but is in communication with the DOPL Board. UEC participates in submitting nominations for the DOPL Board. UEC is willing to help with engineering problems.

Amended Motion: John Richardson moved to accept the changes to the by-laws based on the discussion we have had in this meeting. Dannie Pollock seconded the motion. The motion carried with one opposed.

There was some discussion about membership requirements stated in Article II Section 2. John Richardson feels that "must be a non-profit organization" should be added.

Motion: John Richardson moved to include the statement "must be a non-profit organization" at the end of Section 2. David Cline seconded the motion. After some discussion, there was no vote and this issue was tabled for later.

6. Committee Assignments and Reports - Rob Kesler

Publishing: Dannie Pollock will be the Chair. Peter Strazdins will be the Vice-Chair.

Membership: Rob will talk to Marilyn Marshall about chairing this committee again. She had to leave early.

Legislative: Dan Donahoe will probably be the chair. Paul Feser and VanCott will be on the committee.

Rob will make other committee assignments this month.

7. Other Business

Dan Donahoe passed around information about an international conference hosted by IEEE which will be happening next year. Susan will post the information on the website.

Charlie Vono also passed around information about an IEEE workshop on October 11. This will also be posted on the UEC website.

Charlie Vono mentioned an organization called ASA. It is a national organization trying to create a technical consortium organization in each state. AIAA has already been contacted. They are trying to push for STEM in the legislatures. They intend to start charging dues for professional organizations to join. It sounds a lot like UEC and it is disturbing. Rob Kesler will follow-up on this.

Dannie Pollock mentioned that he needs articles and asked societies to be working on them now. He would like articles on what is going on in Utah and the engineering community.

David Cline said that he has met with NewsLink and is working on fund-raising. He is also working on a copy of our proposed e-blast which will be a nice email with links to minutes, agendas and other things that will help get our sponsors' names out there as well. UEC would like member societies to discuss with their membership how we can send this directly to them. Information is not getting to the individual members the way it is supposed to.

Our next meeting will be October 1, 2014.

8. Adjournment

Motion: Brian Warner moved to adjourn the meeting.

The meeting was adjourned at 1:15 p.m.
