

The Engineers' Council
Minutes of the Meeting of the Board of Directors
The Valley Inn, Sherman Oaks, California
Tuesday, June 16, 2009

Attendance

The meeting was attended by board members Bob Tarn, Charlie Volk, Ray Straub, Chuck Olsefsky, Sonja Domazet, Marek Barylak, Paul Landry, Narisa Chu., Ken Davis, Stephen Guine, and Bill Johnson (via t/c).

Regrets were received from Varaz Shahmirian, Victor Moreno, and Tes Akpovi.

No RSVP was received from Patrick Berbon, Bob Budica, Larry Dalton, Jerry Kraim, Rick Ratcliffe, Narisa Chu, or Stephen Guine.

Call to Order

The meeting was called to order by President Charles Volk at 6:00 PM.

Minutes of Previous Board Meeting

Minutes of the May 12, 2009, meeting were approved as corrected. Corrections were attendance by Jerry Kraim, and typographical corrections.

Treasurer's Report

- Charlie presented the June 2009 Interim Treasurer's Report, updated banquet/conference financial analysis, and the cash flow history. Receivables are closed, and net operating loss for the year is expected to be approx. \$4,500.
- Bob Tarn requested monthly Final Treasurer's Reports, which Charlie agreed to begin presenting. The Treasurer's Report was accepted.

Board Membership

- The board unanimously voted to accept Diane Kulisek as an Organization Representative of the ASQ. Charlie will draft a letter to Diane, inviting her to join the board.
- Varaz Shahmirian has submitted a letter of resignation (attached), which has been accepted by Charlie. Charlie has communicated to Varaz that he hopes he will be in a position to re-join us in the future.

INCOSE Collaboration

- Stephen Guine shared communication within INCOSE (attached) regarding collaboration opportunities with the Engineers' Council, and took the action to make a presentation to the council on this topic at the next (July) board meeting.
- Bob described how board members should help each other by disseminating society information across societies. For example, Bob has access to the membership roster of the SFV AIAA section, and can send information on IEEE, INCOSE, etc., that would be of interest to them.

Committee Review

- Honors & Awards. Ken Davis will look at eweek.org for the 2010 National Engineers Week theme.

- Awards Assembly. Will we be able to assemble awards at CSUN next year? Requires space for temporary storage of assembly materials. Narisa Chu will investigate use of the IEEE Student Chapter room for this purpose. Long term storage of our materials is at EZ Storage in Chatsworth, in space rented by Ken; we cannot do assembly at that location. Bob will bring the 3 “pick up” award certificates (EOY, Acoustic project, and SLAP/SLEP project) to the next board meeting; Charlie, Ken, and Stephen will take care of switching out the certificates, etc.
- Banquet. Paul Landry offered to put together a “logic flow diagram” of the entire Honors & Awards and Banquet planning process. Admission price of \$90-\$95 dollars was discussed; most seemed to favor \$90 for 2010 (still may result in an operating loss, but we need to go up gradually).
- Keynote Speaker. Charlie asked for input on potential Keynote Speakers. Bob suggested inviting the new NASA Administrator. Paul thought that would be better for 2011, given that we had an Apollo Astronaut speak this year.
- Conference. Sonja Domazet asked if someone would find out from Ramesh if CSUN would host the conference again next year. Sonja also sent an email to the 2009 committee to confirm their participation next year, calling for a “kick-off” meeting next week, and will ask for budget inputs by the July BOD meeting. Paul asked if we could re-visit the “combo” price (Conference & Banquet attendance) to make the combo price discount more attractive. The discount this year was \$10.
- Charitable Giving. Ray Straub submitted his committee’s budget request totaling \$9,450 (attached). Ray asked about the IRS designation status; Ken will remind his attorney about that. Larry Dalton has been excused from the CGC due to lack of participation.

Correspondence

- Charlie passed around a nice “thank you” note from Blanca Sandoval for the scholarship she received from us.

Good & Welfare

No report.

Webmaster

- Ray’s email is not getting through some organization firewalls. Bob will set up an email storage account for Ray on the EC server.
- The Yeager Award video has been posted to the web site gallery, and will be posted soon to the Chuck Yeager official web site. Many thanks to Phillip Ha and the IEEE for the video taken at the banquet, and to PWR Media Services for putting together the finished product.

Old Business – None

New Business

Sonja and Bill Johnson will look into creating a Facebook account for the council.

Next Meeting – July <TBD>

The meeting was adjourned by President Charles Volk at 7:47 PM.

Respectfully submitted on 6/18/2009 by:

Robert B. Tarn, Trustee & Secretary

A certified copy of these minutes, with attachments, is located in the Book of Minutes and kept in possession of the Secretary. A copy will be provided on request and payment of a reasonable administrative fee (alternatively, you can buy his dinner at the next Board of Directors meeting).

Standing Committees

| | | |
|--------------------------------------|---------------------|--|
| <i>Executive Committee</i> | President | Charles Volk |
| | Vice President | Kenneth Davis |
| | Treasurer | Charles Volk |
| | Trustee & Secretary | Robert Tarn |
| | Trustee | Robert Budica |
| | Trustee | Paul Landry |
| | Trustee | Rick Ratcliffe |
| <i>Honors & Awards Committee</i> | Chair | Kenneth Davis |
| | Committee | Chuck Olsefsky, R. Ratcliffe, R. Tarn, T. Akpovi |
| <i>Audit Committee</i> | Chair | C. Olsefsky |
| | Committee | R. Tarn |
| <i>Budget Committee</i> | Chair | Charles Volk |
| | Committee | Executive Committee |

Ad-hoc committees

| | | |
|-------------------------------------|------------|--|
| <i>Banquet Committee</i> | Chair | Paul Landry |
| | Committee | R. Tarn, K. Davis, L. Dalton, R. Roosta, Ramesh, R. Straub, S. Domazet, S. Guine, T. Akpovi, V. Moreno |
| <i>Conference Committee</i> | Chair | Sonja Domazet |
| | Committee | Ramesh, V. Shahmirian |
| <i>Charitable Giving Committee</i> | Chair | Ray Straub |
| | Committee | R. Tarn, C. Volk, L. Dalton, J. Kraim, K. Futernick |
| <i>Communications Committee</i> | Chair | Ken Davis |
| <i>By-Laws Committee</i> | Chair | Vice-President |
| | Committee | Trustees |
| <i>Good & Welfare Committee</i> | Chair | Chuck Olsefsky |
| | Committee | M. Garland, W. Korp |
| <i>Webmasters</i> | Chair | Robert Tarn |
| | Vice Chair | W. Johnson |
| <i>Awards Assembly Committee</i> | Chair | W. Johnson |
| <i>Keynote Speaker Committee</i> | Chair | C. Volk |