

**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
November 2, 2011 - 12:00 Noon
Parsons Brinckerhoff
488 E. Winchester Street, Suite 400
Murray, UT

Members Present:

Peter Tang, Chair	ITE
John Richardson, Vice-Chair	ASME
Joe Martone, 1 st Past Chair	SAME
Dave Cline, Treasurer	SAME
Mike Buehner, 2 nd Past Chair	SEAU
Mike Dallon	ASHRAE
Clinton Cathey	IEEE
Marilyn Marshall	SWE
Jim Thacher	AIAA
Rob Kesler	ACEC
Mike Nadeau	UCLS
Brian Warner	ASCE
Dan Church	USPE
Dan Donahoe	ASHRAE
Daniel Dunning	SAME
Lori Labrum	WTS
Susan Merrill	Executive Secretary

Members Absent:

Jay Adams	SEAU
Dannie Pollock	AAEE
Brian Christensen	ITE

1. WELCOME – PETER TANG

Peter welcomed the Board members to the meeting. The meeting began at 12:04 p.m.

2. APPROVAL OF MINUTES – October 5, 2011

John Richardson mentioned that WTS stands for Women Transportation Seminar and not Women Transportation Engineers. That needs to be changed in last month's minutes.

Motion: Joe Martone moved to approve the minutes with the change to Women Transportation Seminar. Brian Warner seconded the motion. The minutes were unanimously approved with the change and the motion carried.

3. VOTE ON WTS MEMBERSHIP (WOMEN TRANSPORTATION SEMINAR)

WTS has a membership of around 65 in Utah. There are several male members that are active in the Seminar, but most of the members are women. Ellen Peters, WTS Utah Section president, has submitted a letter requesting membership as well as a copy of the WTS by-laws. WTS members can be in all facets of the transportation industry. Its purpose is to promote women in transportation. There are many engineers who are members. John does not see anything in the by-laws that would be contrary to the purposes of UEC and he recommends that they be voted in as full members of UEC.

Motion: Joe Martone moved to accept WTS as full members of UEC. John Richardson seconded the motion. The motion carried unanimously.

4. **FINANCIAL REPORT – DAVE CLINE**

Dave reported that he has received information from Susan, but has not incorporated all of the information on the financial report. Dave will go to Zions today to put his name on the signature card. The budget was already approved last month.

5. **COMMITTEE REPORTS**

A. E-Week: The banquet will be in the Rice-Eccles stadium tower again and will be on February 17, 2011. The stadium has sent a form to John to ask for a 50% discount based on the fact that we are a non-profit organization and we are fund-raising; however, they say that no awards can be presented and it does not apply to a Friday or Saturday event. John has asked that they reconsider those stipulations. It is under review by the stadium people and they will let John know of their decision by the end of this week. Last year we had a 15% discount because we had a U of U professor sponsor us who had connections to UEC. It was a friend of Kiran Bhayani's. IEEE has some professors at the U of U who would be willing to help get this discount as well. The professor will need to be present for the walk-through. John has not chosen a caterer yet. Peter recommends he use Elizabeth's Catering again. They were reasonably priced and did a good job. We will have to look at the liquor situation. The caterer will know what needs to be done. Snacks have to be provided if there is alcohol.

We should probably use the audio/visual people there at the stadium. They need to know specifically what we are asking for. The loud speakers need to be able to be connected to Lane Beattie's laptop. There was also an issue last year with getting a light at the podium. We need to make sure there is a light so people can read their notes. John and Joe can work out who presents the awards and how it is done.

We need to start advertising for this event now that the speaker and the venue are secured. John will prepare a flyer to be sent to the societies and distributed to their membership.

B. Publication Committee - Dannie Pollock: Dannie was not in attendance. Peter would like Sophie to attend our meetings each month in order to keep us updated on advertising, etc. Dannie can call in if he cannot attend. We are asking for articles or white papers to be submitted by December 1, 2011 for the Journal. Peter would like to see at least one article submitted by each society. To date we have two articles submitted. Dan Church asked about the electronic copy verses the hard copy. Mike Nadeau reported that UCLS has gone to an electronic copy and has lost 90% of their sponsors because of it. Advertisers want people to have a hard copy in their hands and UCLS is looking at going back to a hard copy.

Motion: Dan Donahoe moved to add archival copies of the Journal to the UEC website. Mike Nadeau seconded the motion. The motion carried unanimously. [The UEC Chair indicated that there was a procedural error with this motion and it will need to be reintroduced at the next meeting.]

It was suggested that we send copies of the Journal to libraries. They will need to be contacted before we submit copies. The Utah Historical Society might also like a copy. We would not have to supply copies to each branch. The libraries can tell us what they want.

C. Fund-Raising Committee: Dan received instructions from John and Susan. He wanted to know if we had a budget for mailing for fund-raising. Mike Buehner said those costs have been donated by him the past couple of years. A budget item for the fund-raising committee should be added to the budget. We do not have a stamp machine. Dan

mentioned that we should only send one form so as not to confuse the issue.

Dan Church asked if we had spoken with ACEC about our fund-raising proposal as discussed in last month's meeting and any possible conflicts with their efforts. We need to be clear about the purpose of this fund-raising drive. The recognition portion of the proposal is the part that would be a potential conflict. Rob Kesler from ACEC said they ran out of time in their last meeting, but they meet again tomorrow and he will be sure to bring it up. He does not think it will be an issue.

D. Membership Committee: Brian Warner said he will be following-up with invitations that have already been extended. He would also like ideas of organizations he can contact about membership.

E. Awards Committee – Joe Martone: The initial nomination packet which includes the nominee's name and photo are due November 18, 2011. Jim Thacher mentioned that the numerical values are not on the Fresh Faces form which is on the website. Joe will check on that and make any necessary changes. Peter would like each society to have at least one nomination. The requirements for Fresh Faces are on the form.

F. Scholarship Committee: Peter Tang has the contact information for each of the three universities. He will get that to Dave Cline so Dave can get started on the scholarship applications. The scholarship application is on the forms page of the UEC website. Dave needs to make any necessary changes and submit the updated form to Susan to be posted on the website.

G. Legislative Committee: Mike Nadeau has feelers out about legislative issues. He will talk to the UCLS lobbyist and enlist his help as well.

6. OTHER BUSINESS

Peter mentioned the request to hold this meeting via the internet. Most people felt that would not be a good idea, but people who are not able to attend could join the meeting by conference call or Skype. Parsons Brinckerhoff does have the ability to provide a conference call where we meet. It was mentioned that IEEE has the ability to provide video conferencing. We will ask Clinton Cathey to look into this option for us through IEEE.

7. ADJOURNMENT

Motion: Dan Church moved to adjourn the meeting.

The meeting was adjourned at 1:19 p.m.