

**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
December 1, 2010 - 12:00 Noon
CDM
50 West 300 South, Salt Lake City, Utah

Members Present:

Joe Martone, Chair	SAME
Mike Buehner, 1 st Past Chair	SEAU
Peter Tang, Vice-Chair	ITE
Matt Sibul	ASCE
Leslie Hugo, Treasurer	SWE
Jim Thacher	AIAA
Dan Church	USPE
Chris Hofheins	SEAU
Jeremiah Jones	IEEE
Kiran Bhayani	AAEE
Todd Rindlisbaker	ASHRAE
Susan Merrill	Executive Secretary

Members Absent:

Trent Hunt, 2 nd Past Chair	ASHRAE
John Richardson	ASME
Ken Hamblin	UCLS
Rob Kesler	ACEC
David Cline	SAME

1. WELCOME – JOE MARTONE

Peter Tang began the meeting since Joe Martone said he would be late. The meeting began at 12:05 p.m.

2. APPROVAL OF MINUTES – November 3, 2010

Motion: Dan Church moved to approve the minutes. Kiran Bhayani seconded the motion. The minutes were unanimously approved.

3. FINANCIAL REPORT – LESLIE HUGO

Leslie reported that societies still owing dues are ASHRAE, SAME and USPE. AAEE paid at the meeting. Leslie passed out a current financial report. Leslie mentioned that the bank is starting to charge a \$10 per month maintenance fee. This is a new thing. Leslie will check into it. Susan will again send out the past due invoices to those societies still owing for dues.

4. COMMITTEE REPORTS

A. E-Week – Peter Tang: Peter has a solid commitment from John Njord as the keynote speaker for that night. Peter has scheduled the 6th Floor Varsity Room at Rice-Eccles Stadium for this event. Peter indicated that Paul Tikalsky will probably be our contact. Mike mentioned that there are several who could act as contacts at the U of U for us. Peter Martin would be a good choice. The cost is \$2,200 and we would get a 15% discount. We do not have a banquet sponsor yet. We will need to use the centerpieces we have in storage. They have projectors there for some cost. We can sell tables of 8. Peter will create a flyer and send it out. A buffet line will be a little cheaper because of the caterer, so we will probably go with that option. One caterer suggested using disposable utensils that look elegant but will lower the cost. Joe has some leftover wine and beer from last year and would like to know if that will be able to be used that this banquet. Peter wants to try to separate donations from tickets sales to make accounting easier. They should be on separate checks. The treasurer and the E-Week chair need to work together closely to keep track of reservations. Peter wanted to know if it would be okay to do the following: companies who buy tables will have their reserved tables towards the front for their people, but people who are not sitting at a reserved table can sit at any table they

choose. People will have more flexibility that way and it will be easier on Peter.

B. Fund-raising – Mike Buehner: Mike would like to have the banquet ticket form as a separate piece of paper from the donation form. We can put on there that they need to make a separate check for the banquet and donations.

Peter needs to request the Governor's E-Week Proclamation. Peter will need to invite politicians and Mike can give him the contact information. Peter can copy the wording for the Proclamation from last year. It is in the Journal. Politicians and a guest are free. Other people have to pay. MESA needs to pay their own way. Scholarship winners receive a ticket for themselves and a guest. The speaker and a guest are also free. Peter mentioned a potential conflict between speaker John Njord and invitee, Mayor Peter Carroon as a result of arguments made during the November election campaign. It was decided we would ask Mr. Njord if he had any objection to us inviting Mayor Carroon.

C. Membership – John Richardson: John was not in attendance.

D. Awards Committee – Mike Buehner: Mike has received award nominations from 8 societies – AIAA, IEEE, SEAU, SAME, ASCE, ASME, ASHRAE and ACEC. Peter mentioned that ITE has a couple. They will send them to Mike right away.

The full nomination package is due December 17. They must be received by the end of the business day if by mail or by midnight by e-mail. He will not accept anything that is later than that. Mike is looking for volunteers to be on the awards committee. Peter can choose who actually gives the awards.

E. Scholarship – Leslie Hugo: The committee consists of the Treasurer, the Council's Second Past Chair and the University Coordinator. We don't have a University Coordinator. Leslie has sent out the applications to the universities and has requested five applications from each university. Leslie also needs to contact the MESA person to find out who their winner is and to invite them to the banquet.

F. Legislative Committee – Matt Sibul: Matt doesn't have anything specific to report, but would like the Board to let him know if there is something they would like him to follow.

G. Publication Committee – Kiran Bhayani/Dannie Pollock: Kiran has decided to go with Sophie Hanson again. Sophie will send a privacy policy to IEEE and so will UEC so that we can obtain the mailing list from IEEE. They have approval from the national IEEE chair to do this. Kiran has received 6 or 7 articles. Susan will send a reminder. SAME will send in an article. Kiran has permission to send a privacy policy from UEC to IEEE on UEC letterhead. The drop dead date for material and mailing lists is the end of December. Susan will check to see how many mailing lists she has received so far and will send that to Kiran.

5. OTHER BUSINESS

None.

6. ADJOURNMENT

Motion: Kiran Bhayani moved to adjourn the meeting.

The meeting was adjourned at 1:03 p.m.