



**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
February 3, 2016, 12:00 Noon
Van Boerum & Frank Associates
330 South 300 East
Salt Lake City, UT

Members Present:

Brian Warner, Chair
Charles Vono, Vice-Chair
Jed Lyman, Treasurer
Rob Kesler, 1st Past Chair
David Cline, 2nd Past Chair
Max Gandy
Chris Perry
Marilyn Marshall
Clayton Burningham
Jonathan Jensen
Paul Feser by phone
Roberta Schlicher
Dale Robinson
Susan Merrill

ASCE
AIAA
ASPE
ACEC
EWB
ASHRAE
IEEE
SWE
SEAU
ASPE
ASCE
SAME
UCLS
Executive Secretary

Members Absent:

Cindy Spangler
Dannie Pollock
Kordel Braley
Jeff Anderson
ASME
AAEE
ITE
UCEA

1. Welcome – Rob Kesler

The meeting began at 12:13 p.m. Brian Warner welcomed everyone to the meeting. Introductions were made.

2. Approval of Minutes – January 6, 2016

Motion: Rob Kesler moved to accept the minutes. Charles Vono seconded the motion. The motion carried unanimously.

3. Financial Report – Jed Lyman

Jed reported that all dues are paid except ASME. ASME called Susan and told her that they want to discontinue their membership. We will talk about that some more under the Membership Committee report. We have exceeded our projected income for banquet sponsors and scholarship donations. These amounts include receipts and pledges. We do not have the NewsLINK scholarship money yet. Jed passed around the financial report. ASCE said they will be purchasing a table. Paul Feser will see if they are purchasing one or two tables. We need to include our scholarship winners in the number of people attending. There is more than \$2,000 donated for the banquet in actual money from our sponsors. 83 people have made reservations for the banquet so far. Right now the scholarship money that comes through PayPal goes to the operating account, so Jed will need to transfer it to the scholarship account. General Distribution cannot donate alcohol to the banquet this year because the venue is outside of their distribution area. That is state law. Charles has a couple of breweries who may be able to donate beer. Restaurants like Rickenbacker's like to have an understanding with local breweries, so Charles will work with

Roosters and Epic for sponsoring the alcohol. McNeil can donate towards part of the alcohol, but cannot do all of it.

4. Committee Reports

A. E-Week – Charles Vono: Charles passed out an E-Week committee report. He said the food costs \$31.50 per person. There is a flat rate for A/V and a cost for the full bar. We should be in the black. Charles' numbers assume \$55 per person who walks in the door, even though in reality some will pay more and some will pay less. The other sheet of paper is the list of things we have to think about and do. Coffee will be included with the meal. Charles has been sending a lot of emails to the people in the aerospace and aviation industry. Joyce Peters has given Charles names of people to contact. Joyce Peters has sent a personal invitation to every engineer at Hill Air Force Base and our event will be advertised in the Air Force Base paper. Chris Perry will be working with Juli Burton and Joyce Peters on a press campaign. Charles has the governor's E-Week proclamation. Val Hale might be able to do the proclamation presentation. Chris Perry and Susan Merrill will help with check-in. Max Gandy and his wife will be able to help. Nametags will be sticky pre-printed nametags. If a person is a nominee or a scholarship winner, they get a nicer clip-on nametag. We will have blanks for last minute people. ASHRAE is the only society who has requested to set up a display. It was suggested that The Leonardo might want to have a display. Student chapters and sponsors might want to have displays, but so far there have been no requests. We need to remember to put the sponsor names around according to their level of sponsorship.

B. Fund-Raising – Rob Kesler: Susan has received Van Boerum's payment. J. Wilcox sales have pledged, Trent and Valerie Hunt will donate \$20. Rob will follow up with NewsLINK on the scholarship money. Midgley Huber has pledged as well, but Susan hasn't seen that payment. ACEC is writing a check as well. In the past we have had a short list of sponsors, but this year we have several, which is great. It shows that people recognize the benefit of sponsoring the event. The sponsors will be listed on the program. Anyone can attend the banquet. You don't have to be an engineer. Sponsors who give \$700 or more can have a display table. Charles stressed that we should invite people multiple times.

C. Publishing Committee (Journal/Newsletter) - Dannie Pollock: David Cline mentioned that we are behind on number of articles and ad space sold. We need to really push to get these things so we can get the Journal out in a timely manner. Susan has sent out requests for articles and mailing lists repeatedly. This is an award winning publication. We need to consider the value of the opportunity. Articles that have been received are AIAA, ASCE, ASHRAE, ITE, SEAU, SWE and UCLS. Every member society should submit at least one article. Sponsors are welcome to submit articles as well. David Cline says he has taken on the role of doing a constant contact newsletter for another organization and he would be willing to take that over from NewsLINK for UEC to streamline things if that would be helpful. Constant contact is a very secure system and it really provides us good feedback on which emails are active. Susan mentioned that she does not get the electronic newsletters. No one on the UEC Board except David Cline has received the electronic newsletter. This is a huge problem and David Cline will look into it. It was sent out around January 20, 2016.

D. Awards Committee – David Cline: David Cline reported that he has seven engineer nominations, seven fresh face nominations and four engineering educator nominations. He is still waiting to receive all of the rankings from the committee and then will identify the winners. David wanted some input on sponsor plaques. Who should get plaques. Van Boerum & Frank and Ferguson should get plaques. The money recipients don't get a plaque. David anticipates coming in at about half of the budgeted amount for the awards.

E. Scholarship Committee – Jed Lyman: Jed has scholarship applications from the schools. Jed has 5 from BYU and 5 from USU. He only has one from the U of U, and that is one that Jed referred to the Dean's office at the U of U. It is very strange. The U of U has gone to an online system and that may be why we only have one. Jed will send the information out to his committee members and get the judging forms back from them. The committee members are Dale Robinson (UCLS) and Jeff Anderson (UCEA). Marilyn Marshall (SWE) will also be on the committee. The decision needs to be made in time to notify the winners in a timely manner. Charles Vono will send the judging form to Jed Lyman. We cover the tickets for the scholarship winner and one other person. Charles wants to know the departments that the winners are associated with so he can invite the professors and people from that department. He would also like to know where all of the nominees are from so we can be sure to invite people from their companies. Charles can get the nominee information from the UEC Dropbox.

F. Legislative Committee – Chris Perry: At the last IEEE meeting, Chris was tasked with having a panel session at the state capitol to help engineers learn how the legislature works. This is an event for all UEC members. This would be an opportunity for multiple legislators to talk to engineers and provide networking.

ASCE was made aware of Salt Lake City's Mayor recommending a non-engineer for a position at the Public Utilities Commission that should be a position for a professional engineer. This is an example of local involvement of engineers to say that we need to have informed people in certain positions. That person stepped down from consideration after ASCE talked to the Mayor's office about it. We are here to educate and inform. ASCE also meets with senators and representatives in Washington D.C.

G. Membership Committee – Marilyn Marshall: Marilyn asked who called Susan from ASME. Sean Tolman is the person who called. Cindy Spangler is the ASME chair. ASME sees UEC as a banquet planning committee and doesn't see any value in it. They don't want to put any effort into UEC. They are struggling with their own leadership within their society. David Cline indicated that we need to do a better job of putting forth the mission of UEC. It's not just the banquet, it is recognition of engineers and encouraging young engineers by providing scholarships among other things. If you look at UEC as what you get out of it, then you will be disappointed. It is what you can put into it and what you can do to further engineering in the state. Brian Warner said he will call ASME and talk to Sean Tolman or Cindy Spangler about their membership. This is kind of late in the game to be wanting to withdraw for this year. This should have been brought up in the fall. The UEC budget is set expecting membership dues from ASME.

H. Nominating Committee – Rob Kesler: The nominating committee is for the incoming UEC officers for next year. Committee members will be David Cline, Brian Warner, Charles Vono and Jed Lyman with Rob Kesler as the chair. If anyone is interested in serving, please let Rob Kesler know.

7. Other Business

There was no other business.

8. Adjournment

Motion: David Cline moved to adjourn the meeting.

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

Brian Warner asked that we track the lunch money collected and spent at each meeting. Today's numbers are as follows:

\$50 collected for lunches
\$168.53 spent on lunches
lunches left over



Utah Engineers Council
2016 Engineers Week Banquet Cost and Income Summary
Charles Vono / 3 Feb 2016

Rickenbacker's Restaurant at the Ogden Airport

Final guest count is due on 19 Feb 2016. Charges will be \$31.50 per person (added \$1.50 for dessert) based on that count, plus \$150 flat rate for audio visual equipment (microphone, screen, and projector) and \$150 for the full bar. Tax is 7.85% and can be waived. There will also be an after tax gratuity of 20%. No charge for the room.

Other costs that have been budgeted add up to \$1050 and are:

- \$500 for awards
- \$250 for PayPal Charges
- \$210 for Printing/Postage/Nametags
- \$100 for speaker gift

The following are examples of this formula for illustration.

Expenses -- 100 people \$3,150 + \$150 + \$150 + \$270.83 + \$744.17 + \$1050 = \$5,244.17 (tax subtracted)
Income -- 100 people at an average of \$55 each + \$500 NG donation = ~\$6,000

Expenses -- 140 People \$4,410 + \$150 + \$150 + \$369.74 + \$1015.95 + \$1050 = \$6,775.95 (tax subtracted)
Income -- 140 people at an average of \$55 each + \$500 NG donation = ~\$8,200

Expenses -- 170 People \$5,355 + \$150 + \$150 + \$443.92 + \$1,219.78 = \$7,924.78 (tax subtracted)
Income -- 170 people at an average of \$55 each + \$500 NG donation = ~\$9,850

Expenses -- 200 People \$6,300 + \$150 + \$150 + \$518.10 + \$1,423.62 = \$9,073.62
Income -- 200 people at an average of \$55 each + \$500 NG donation = ~\$11,500

No charges if cancelation is received 72 hours in advance.

Passed Appetizer:

Lamb & Pork Meatballs, tomato sauce, Spanish Manchego cheese

Salad & Main (Buffet)

Classic Caesar

Beef Bourguignon: red wine braised beef short ribs, mushroom, mashed potato

Roasted Organic Chicken: fall vegetables, citrus brown butter, mashed potato

Dessert

Bread Pudding with Caramel Sauce