

**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
January 10, 2014 - 12:00 Noon
Van Cott
36 South State Street, Suite 1900
Salt Lake City, UT

Members Present:

David Cline, Chair	SAME
Rob Kesler, Vice-Chair, by phone	ACEC
Brian Warner, Treasurer	ASCE
John Richardson, 1st Past Chair	ASME
Peter Tang, 2nd Past Chair	ITE
James Williams	SEAU
Charles Vono	AIAA
Chris Perry by phone	IEEE
Marilyn Marshall	SWE
Daniel Dunning	SAME
Jed Lyman	ASPE
Dannie Pollock	AAEE
Trent Hunt by phone	ASHRAE
Paul Feser	ASCE
Peter Strazdins	ASME
Vince DeVita	EWB
Susan Merrill	Executive Secretary

Members Absent:

James Belshe	USPE
Richard Hibbard	ITE
Brad Mortensen	UCLS
Brad Gilson	UCEA
Brandon Heidelberger	AWWA

Guests

Brian Riddle	Van Cott
Jeff Riddle	Van Cott

1. Welcome – David Cline

The meeting began at 12:09 p.m. David Cline welcomed everyone to the meeting and introductions were made.

2. Approval of Minutes – December 4, 2013

Motion: Brian Warner moved to approve the minutes from December 4, 2013. Trent Hunt seconded the motion. The motion carried unanimously.

3. Financial Report – Brian Warner

Brian reported that we are about \$1,200 short on our society dues. The societies who still owe for dues are AAEE, ACEC, ASCE, UCEA and USPE. These need to be paid as soon as possible. Susan reported that she has received emails from ACEC and UCEA saying that they have sent their checks. Our current account balances add up to about \$6,200.

Dave Cline mentioned that we have a couple of sustaining partner sponsors in process. We do not currently have any banquet sponsors.

4. Committee Reports

a. E-Week - Rob Kesler: We are going to use the onsite caterer. The total cost comes to \$45 per plate for a buffet with salmon, pork chop, chicken and a dessert selection. There is a vegetarian option available. The plated dinner costs \$10 more per person, so we are not going with that option. This does not include social hour beverages or appetizers. Adobe said they were considering a scholarship sponsorship, but Rob has not heard back from them on that. They will provide name tags. This is more expensive for

the food than it was last year. It is somewhat cumbersome to bring in an outside caterer. Adobe will chill, store and serve beverages for \$4 per person, but we have to provide the beverages. People are excited to hear Dr. Warnock, so we hope to have good attendance. So far we have sold three tables. Adobe doesn't have enough chairs, so we will have to rent more chairs. The Adobe venue is at least a \$5,000 deal. Each representative was asked to contact at least one company with the media packet and inquire about sponsorship possibilities.

John Richardson reported that Varian would like to be a sponsor. They inquired about an order form. The media packet does not include an order form. We should talk to Sophie about creating one like the one we have for Journal advertising. Dave Cline passed around a list for people to list a company and a contact name. If a representative is uncomfortable about making the call, Dave Cline will do it on behalf of the Council.

Trent Hunt suggested that we look back for the past few years and see which companies purchased tables. They might be willing to be sponsors.

The flyer has been emailed to the societies and each society needs to pass it on to their membership. We need to push this with our societies.

Rob needs to request the Governor's proclamation.

The tables are tables of 8. There will be three VIP tables. Rob Kesler showed a layout of the table setup. The presentation will be in an auditorium separate from the dining area. We might want to have audio/visual going in the dining area to promote our sponsors. Rob Kesler will check into that. It was suggested that we put our member society logos in the presentation as well. We might be able to ask Adobe to put the presentation together for us so they can highlight their products.

Rob Kesler will need help with the check-in process that night. Adobe has to have a list of who is in the building. Everyone has to have a nametag and it must be visible. People can purchase tickets that night. Susan should be able to be there and will help with the check-in.

Societies who know for sure they want a table at the banquet are: SAME one or two, ASME, ASHRAE, ASPE.

John Richardson said we need spots for the deans of engineering from the universities. We will have three head tables for dignitaries.

Susan will take pictures.

b. Publications - Dannie Pollock/Sophie Hanson: Dannie reported that he only has four articles right now and he needs a lot more. There were several societies who submitted articles, so Dannie will try to track down the others. People should resubmit them, just to be safe. The new deadline for articles is January 23, 2014.

There was some question about articles in the Journal being copyrighted. John Richardson said that the copyright is jointly owned by UEC and NewsLink. UEC doesn't have a problem with articles being used in other publications, but we need to verify with NewsLink that this is okay with them as well. We need more advertisers.

The Journal will come out right after the banquet so it can include photos and award winners from the banquet.

Each society needs to check the roster on the website to be sure their information is accurate because this is what Sophie will use in the Journal.

Rob Kesler would like a copy of the Journal cover to advertise our Journal at the banquet.

c. Awards Committee- John Richardson: John passed out a list of all of the award nominations that he has received. He confirmed with the societies that he has received everything regarding their nominations. John's committee members are Marilyn Marshall, Daniel Dunning, Peter Tang, Dannie Pollock and Charlie Vono. Peter Tang will send the scoring sheet to John Richardson that he used last year. It was suggested that the winners be announced differently this year than it was last year so there is still some suspense in the presentation. It will be changed this year. Most societies consider their nominees to be the award winners within their own societies. These people should be honored by their own societies and not just as a nominee at the UEC banquet. The winners need to be decided by February 7, 2014. Committee members are not to rate nominees from their own societies.

Each society needs to cover the cost of their nominees attending the banquet. Societies also need to receive a confirmation of the acceptance of their nominees.

d. Scholarship Committee - Brian Warner: Brian Warner reported that he has contacted the universities and they will each submit their top 6 scholarship applicants. John Richardson will handle the Weber State scholarship (Gerald H. Piele). The requirements will be the same as they were last year for this scholarship. The MESA teacher has been selected and John Richardson has that information.

Brian Warner contacted the University of Utah about their matching scholarship. The U does not give this out until June. We would also not have any say in who receives it. We would give the university the money and they would pick the recipient. We will not be doing the matching University of Utah scholarship this year.

e. Legislative Committee - Chris Perry: Due to lack of time, there was no report.

f. Fund-raising Committee - David Cline: John Richardson will be contacting Varian and Layton himself.

g. Membership Committee: Due to lack of time, there was no report.

6. Other Business

The next Board meeting will be February 5, 2014.

7. Adjournment

Motion: Rob Kesler moved to adjourn the meeting.

The meeting was adjourned at 1:34 p.m.