



BOARD MEETING MINUTES UTAH ENGINEERS COUNCIL

November 1, 2017 - 12:00 Noon
Van Boerum & Frank Associates
330 South 300 East
Salt Lake City

Members Present:

Jed Lyman, Chair	ASPE
Roberta Schlicher, Vice-Chair (phone)	SAME
Charlie Vono, 1 st Past Chair	AIAA
Brian Warner, 2 nd Past Chair	ASCE
Craig Wilkinson	SEAU
Chris Perry	IEEE
Daniel Canning	ASCE
Brad Welch	ASPE
Sean Nielson (phone)	ASHRAE
Scott Nowlin	AIAA
Jacob Browning	INCOSE

Members Absent:

Dannie Pollock	AAEE
Gary Christensen	UCLS
Angie Tymofichuk	SAMPE
Regina Eco	SWE
Bryan Chamberlain	ITE
David Cline	EWB
Michael Fazio	UCEA

Guests:

Juli Burton	The newsLINK Group
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Jed Lyman presided at the meeting and Susan Merrill, Executive Secretary, was present.

1. Introductions and welcome back to officers and committee chairs – Jed Lyman

Introductions were made. Scotty Nowlin is the new AIAA representative. Due to his experience, he will be a good contact for possible keynote speakers. Jake Browning was introduced from INCOSE. He works for Northrup Grumman. Jake is willing to serve on the UEC Executive Committee.

Motion: Charlie Vono moved to waive the 2-year requirement in the by-laws and appoint Jake Browning as the Treasurer on the Executive Committee. Brad Welch seconded the motion. The motion carried unanimously.

Roberta will be in town next week and can meet to put Jake on the signature card. Jed Lyman will let David Cline know that Jake will be on his scholarship committee.

2. Approval of Minutes – October 4, 2017

Motion: Brian Warner moved to approve the minutes. Chris Perry seconded the motion. The motion carried unanimously.

3. Financial Report – Susan Merrill

Susan Merrill emailed a copy of the financial report to the Board prior to the meeting. Susan received an email from Michael Smith this morning indicating that the check is being processed. We still need dues payments from AAEE, ASCE, ACEC, EWB, INCOSE and SAME. The INCOSE invoice was sent a couple of days ago. Susan has not been paid for September or October. Roberta said the check will be made out today.

4. Membership Committee - Angie Tymofichuk

Angie was not in attendance. Angie sent an email to Susan indicating that she finally reached someone from ASME and found out that they are totally inactive.

5. Publication Committee – Charlie Vono

Charlie Vono needs articles for the annual UEC Journal. He will give a report of articles received. As of today, he has not received any articles. Charlie will write an article for AIAA. ASCE has had issues in the past with getting their articles published in the Journal. Daniel Canning is the ASCE representative and the person to work with on this. We will get a draft copy of the Journal to everyone. GOED will submit an article, IEEE, INCOSE, and UCLS are submitting articles. We need more than this. This is a good opportunity for someone who is a private consultant or a company to talk about their company. This is a huge member benefit and people missing out if they don't take advantage of it. ASPE and SEAU will submit articles.

Charlie needs to add to the checklist the review of the proof by the UEC representatives. The October 15 items are complete – Journal cover art, E-Week theme, mission statement.

Next items due - Charlie needs the future banquet speaker bio and high resolution photo by Nov 15.

January 15 the governor's declaration is due. We already have this. Val Hale has presented this the last two years. We need to contact him again. Roberta Schlicher will contact him. Last year we invited the Sandy Mayor and he turned us down. We can invite him again and see if he comes this year.

6. Scholarship Committee – David Cline

David Cline was not in attendance. We will have him talk to Jake Browning.

7. E-Week Committee – Roberta Schlicher

Roberta reported that there has not been a lot of progress since last time. She will talk to Scott Nowlin about a speaker. Scott Nowlin is coordinating E-Week activities for Hill AFB. He is looking for points of

contact and passed out a form to gather that information. Charlie Vono will be the UEC point of contact. Hill AFB Engineers Week has activities from Logan to Cedar City.

This Friday is one of the conference call dates for the E-Week committee at 10 a.m. Jed will get Jake's contact information to Roberta.

8. Awards Committee – Brian Warner

Brian reported that the deadline for award nominations is December 31, 2017. This is recognition within your society as well as state-wide. The awards are the Engineer of the Year, Engineering Education of the Year and Fresh Faces in Engineering. The forms are on the website.

9. Fund-raising Committee – Charlie Vono

Charlie reported that the total amount pledged so far is \$17,000. The potential donors are:

Northrop Grumman \$4500

BAE \$3000 Scott Nowlin will push them to match what they did last year.

Lockheed Martin and Boeing are not participating

ATK \$1500

VBFA – Jed will check on this

Midgley Huber committed for \$1500 according to Jed

Utah Construction and Design – Lori Haglund will work on this – they never did an article on the banquet

McNeil – lunches and banquet

Heath Engineering, Greenheck and Thybar – Jed will contact

ACEC – we will check with Michael Smith

ASHRAE \$3000 like they did last year

ASPE \$500 for MESA - Brad Welch

Sophie Hanson maybe \$1500

Charlie Vono will contribute

Paul White's company may contribute – Kihomac

Charlie Vono said he now needs to focus more on donations to the banquet.

10. Legislative Committee - Michael Smith

Michael was not in attendance.

11. STEM/Utah Board of Education report – Roberta Schlicher

Roberta got an update. The board has become dormant. The last activity was back in June to have STEM teachers visit industry to get workplace activities. They are looking at revitalizing and going forward. They were interested in Roberta's ComicCon update.

12. Other Business

There was no other business.

13. Adjournment

Motion: Brian Warner moved to adjourn the meeting.

The meeting was adjourned at 12:38 p.m.

Lunches

DRAFT UEC 2017-18 BUDGET

UEC - 2017-18 DRAFT BUDGET		
INCOME	Bud (17-18)	Act.(17-18)
Society Dues		4,608.49 3,207.70
Journal Income		0.00 0.00
Interest Income		0.00 0.30
Meeting Room Rental/Lunch Sponsorship (VBFA)	2,200.00 ¹	
Board Meeting Lunch Sponsorship (McNeil)	900.00 ²	
Banquet Meetings / Lunch (VBFA)	350.00 ⁴	
Banquet Tickets Sales	12,400.00	
Banquet/General Sponsors	3,500.00	
Scholarship Donations	14,000.00	
TOTAL \$37,787.10		\$3,208.00
EXPENSES	Bud (17-18)	Act.(17-18)
Executive Secretary	\$5,000.00	\$4,500.00
Website, Internet, Postage	\$250.00	\$101.70
UEC Meetings Printing, Copies, Renewal, Mileage	\$225.00	\$48.00
Check Maintenance Fee	\$0.00	
VBFA Meeting Rooms Rental/Lunch Sponsorships	\$2,200.00 ²	
Banquet Committee meetings/ Lunch (VBFA)	\$350.00 ⁴	
Board Meeting Lunch Sponsorship (McNeil)	\$900.00 ²	
E-Week Banquet Food, Venue, etc (see breakout)	\$11,600.00	
E-Week Banquet Awards	\$500.00	
PayPal Charges	\$350.00	
E-Week Banquet Printing/Postage/Nametags	\$250.00 ³	
E-Week Banquet Speaker Gift	\$100.00	
USU, BYU, UofU, New Scholarships		\$12,000.00
Piele Scholarship (WSU)		\$1,500.00
MESA Teacher of the Year		\$500.00
TOTAL \$35,725.00		\$4,649.70
ACCOUNT BALANCES		11/1/2017
Operating (3175)		\$5,463.15
Scholarship (5662)Includes carry over		\$2,172.85
TOTAL		\$7,636.00
Notes:		
1. 2016-2017 ? In kind VBFA 9 meetings at estimated \$245 pre meeting		
2. 2016-2017 In kind \$900 McNeil Engineering for Board Meeting Lunch Sponsorship (\$100/Lunch for Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May)		
3. 2016-2017 In kind donation - VBFA provided printed materials for banquet as part of their sponsorship		
4. 2016-2016 VBFA 5 meetings with lunch Banquet committee		
6. New Checks \$15.76, with updated address for UEC		

Outstanding Bills to be paid: Susan Merrill September and October services \$1,101.81

Society Dues	Invoiced Amount	Paid	Still Owing
AEEE	61.60		X
ACEC	201.00		X
AIAA	410.00	X	
ASCE	660.00		X
ASHRAE	231.80	X	
ASPE	89.10	X	
EWB-GSL	73.70		X
IEEE	660.00	X	
ITE	323.10	X	
INCOSE	83.60		X
SAME	313.20		X
SAMPE	331.90	X	
SEAU	245.00	X	
SWE	94.60	X	
UCEA	272.50	X	
UCLS	549.70	X	
TOTAL	4,600.80		