



**MINUTES OF THE
UTAH ENGINEERS COUNCIL**
October 3, 2018, 12:00 Noon
Van Boerum & Frank Associates Inc.
330 South 300 East
Salt Lake City, UT

Members Present:

Roberta Schlicher, Chair	SAME
Jacob Browning, Vice Chair	ASHRAE
Paul White, Treasurer	INCOSE
Jed Lyman, 1 st Past-Chair	ASPE
Charles Vono, 2 nd Past Chair	AIAA
Chris Perry	IEEE
Amber Dalley	ASM Int.
Gavin Mehraban	ASPE
Daniel Canning	ASCE
Regina Eco	SWE
Cambria Flowers	SEAU
Dallen Romriell	ASHRAE
Michael Smith	ACEC
Carla Humes	Executive Secretary

Members Absent

Bryan Chamberlain	ITE
Dave Cline	EWB
John Metcalf	AIAA
Dannie Pollock	AAEE
Angie Tymofichuk	SAMPE
Brian Warner	ACEC
Tammi Goetz	Associate IT
Amber Dalley	ASM

1. Welcome – Roberta Schlicher

The meeting began at 12:06 P.M. It was determined that there was a quorum present, and the meeting would continue. Amber Dalley and John Metcalf tried a couple of times to call in, but were disconnected several times.

2. **Approval of Minutes – September 5, 2018**

Charles pointed out several items that needed to be corrected, it was determined that the minutes should be corrected before approval. They will be included on the agenda for next month. Cambria Flowers pointed out the she was down with ASHRAE, which is not correct, that will be corrected.

3. **Financial Report – Paul White**

- a) Paul indicated that the \$200.00 expense was to cover the cost to FANX for the forklift and the power for the booth.
- b) Paul reviewed those associations that had responded to the questionnaire and had been invoiced, of those invoiced four had paid and the checks were being deposited. Breakdown of the new invoice was discussed, how and why there is a breakdown.
- c) There was discussion concerning PayPal, would like to see a separate page for the due's payment on the account. This would make payment selection more obvious. Venmo discussion – is used primarily for individuals but not for corporations. Carla will check further into that, to investigate possible solutions. Would also like to have a separate tab for a calendar of events that could be accessed by “anyone” within the organizations.
- d) Carla was having difficulty with emails bounding back, this is a problem because the emails include the questionnaire. She will make phone calls to see if there are other options for the email problem. Charles indicated that he too had some difficulties with emails bouncing back.

4. **Membership Committee – Angie Tymofichuk**

Angie was going to try and call in – it was decided to “circle” back to Angie.

5. **Publication Committee Update – Charlie Vono**

Charles is working on the journal cover art. The Mission Statement will remain the same as last year. If there is anyone that would like to have input as to what the cover looks like, contact Charles. Usually in November, mid-month, we know who the featured speaker is, and they have a bio and a highres photo. The plans are to use pages from the UEC history, won't go into details at this point, will in January / February. A reminder that the articles are due by the end of December. If you have questions as to what it should look like, Charles suggested that a review of last year's Journal could give you an idea. Charlie already making sure that as awards chairman that the bios and photos are coming in for the Journal, and mentioned that the bios and photos will be needed for the Scholarships.

6. **Scholarship Committee Update – Paul White**

Has reached out to the points of contact for local universities. Paul created an email and sent that out. Paul's email includes vetting instructions for the scholarship process and for any donations. The email was sent out to the same schools as previous years. There were 13 scholarships awarded last year, but there were funds for 14 scholarship awards. Communication has been sent out to the Universities, would like to exceed last year's goal. Cambria, brought up lumping awards and scholarships together, updating the application and new applications that need to be updated and on the web. Cambria wanted to know how does their scholarship compare to the UEC Scholarship.

7. **E-Week Committee Update – Jake Browning**

Jake has the Rio Tinto Stadium for the awards banquet. There is a price included, Jake indicated that he had a discussion with them about the price and they will match last year's price of \$1,966.50 – with a 50% deposit. Roberta indicated that the venue sounded good and recommended accepting – Jed seconded and the venue was approved.

Jake will start working on the catering and has contacted plural sites is working to obtain a speaker. He did contact the Governor's office, and will review other options sent his way for speakers. The date for the banquet is 2/23/2019.

Jake has a list of items to complete

1. Get the Governor's endorsement – Charlie will send him the information on how that has been done in the past.
2. Jake wanted to try one more venue for music before committing to Take 5 – Utah Jazz Group.
3. If others don't work out, he will contact them for possible confirmation. Their cost will increase from \$850.00 to \$900.00
4. Charlie mentioned that Val Hale is a possibility if the Governor doesn't work out, Angie usually makes this contact if needed.
5. Charlie indicated that Tami was excited about what is happening with FANX. Tami would like to get more involved, she doesn't feel that has done as much as would like.

Roberta, mentioned that there are a couple of other events, there are a couple of other lesser FANX that come around in April, on Good Friday and Passover. John, was on the phone and Roberta questioned the duration of the events. Apparently the connection with John was lost.

Roberta mentioned another opportunity of an event to consider being involved in. It is the 45th Anniversary of the moon walk. There is going to be an expo at Trolley Square, there is a space set aside for our collaborative group to set up a table. This event is scheduled for July 20, 2019.

8. **Awards Committee Update – Charlie Vono**

Charley made a passionate appeal – three judges are needed for the awards committee. While he was hoping to have them today (10/3/2019). Suggestions was made to prep a judging candidate by encouraging them to join one of the committees. Paul can help with volunteers. It is a good idea to look to membership for judging volunteers. One of the things that draws attendance to the banquet is the fact that the awards / scholarships nominees / winners – attend the banquet with friends, bosses and acquaintances. It was suggested that the nominee's bosses are invited to attend the banquet. There are ground rules for the judging on the forms that Charles can send out again. Last year the plaques were made by Hill Air Force Base, Charles will contact them and others to compare prices.

9. **2018 – 2019 Proposed Budget and Vote**

a) Proposed Budget Presentation – Paul White

Suggestion to highlight investments to indicate the difference in cost. Paul looked at the actuals from last year and increased the mounts. Charles would like to have the account balances show on the report, to breakout the scholarship and the operating account. Charles requested that future versions include account balances, and to show what is included in a lump sum payment.

b) Vote to accept proposed budget

Voted to accept as revised, notations would be made for FANX expense. The option to address ticket prices as needed. It may be an option to have early ticket sales at a lower price.

10. **Fund Raising Committee – Jed Lyman**

Hasn't done much since last month. Jed is working on the same donors as last year. Jed and Angie came up with major donors starting about this same time last year. There was a "blurb" sent out to executives of their own committees. Charles indicated that while Jed is the chairman of the committee, it is the responsibility of everyone to do whatever they can do to originate donations. Jed mentioned that he would reach out to sales reps for donations. Not all donations are for the scholarship fund. There were a couple of items that Charles wanted to discuss, one is the fact that AIAA has several hundred dollars built up in a scholarship fund. Would like to discuss the possibility of presenting an AIAA scholarship. This is a discussion for Jed and John Metcalf as to how that might work. Not entirely sure how that might work. Question raised concerning standardization, Charles indicated that the standardization was because of the U of U matching funds. Roberta suggested that three societies could lump their donations into one scholarship and have them recognized separately at the banquet. Charles felt that there is an opportunity to beat last year's goal because Northrup Grumman has already pledged an additional \$1500.00.

11. **Roster Questionnaire – Carla Humes**

The questionnaire has been sent out, several “bounced back”. With Paul’s help and a new computer those that had been returned were successfully sent out and I am waiting on the response so that they can be invoiced.

12. **Other Business**

a) Review of new website –

Website has been launched, donations can be accepted through paypal. Applications are on the website. Website requires “tweaking” at this time.

b) Bylaws and Duties

Approval of changes in Bylaws and Duties

13. **New Business**

Charles will be speaking 10/11/2018 at Utah State University, would like it posted to the calendar.

Is it possible to create a calendar tab on the webpage?

Regina will be leaving the Women Energy Group, if you know of anyone that might be interested in taking her position, refer them to Regina at reginea@gmail.com

Motion to adjourn by Jed and Seconded by Paul.

Meeting was adjourned at 1:02 by Roberta.