

**NH Society of Professional Engineers
Board of Directors Meeting Minutes**

DATE: <u>October 15 2008</u> 6:00 p.m. to 8:00pm Location: Hoyle, Tanner 150 Dow Street Manchester, NH 03101	Matthew Low, PE (Pres)*	Craig Bailey, PE (Dir)*
	Dan Hudson, PE (Past Pres)*	Gregg Comstock, PE (Dir)*
	Larry Dwyer, PE (Pres Elect)*	
	Steven Lehmann, PE (Vice Pres)*	
	John DiGenova, PE (Sec)*	
	Tom French, PE (Treas)* (t)	
	Josh Bouchard, PE (Dir)*	
	Veronica Thibodeau-Carter, PE (Dir)*	

**Voting Board Member (t)-by telephone*

Matt Low called the meeting to order at 6:13

OLD BUSINESS

Review and Approval of September 17, 2008 Minutes - Dan moves to accept minutes as modified, Steve seconds and the motion of approved by the group.

NEW BUSINESS

1. ***UNH Student Projects*** - Matt L. reports that that he contacted with Dean Klewicki. The Dean is receptive to further dialogue with NHSPE. Dean Klewicki will also bring in Dean Henry to aid in discussions. They will meet the day of the career fair. Larry and Matt L. will meet with Dean Kliewicki and Bob Henry to discuss student projects.

2. ***Treasurer's Report***

Matt L. reports that Tom French prepared a treasures report – handout to the group. Tom is tracking budget continuously throughout the year.

Matt L. reports that the Mathcounts account receives funds but cannot payout of the fund yet. Next year this will be corrected. Fund raising will become more important next year. Scholarships and Teacher's fund's will have separate accounts and hopefully will be self sustaining. Matt L. has a copy of the FY07 treasurer's book to hand over to the subcontracted accountant (David Penchansky). Tax Returns are due October 30th.

3. ***Professional Development and Continuing Education***

November Meeting (Joint Meeting with SENH) – Matt L. reports that the November meeting is a go. He indicated that some of the details still need to be worked out with SENH, i.e., SENH to handle registration. Date of Conference is 18 November 2008. See attachment No. 1.

Stormwater Regulations – Matt L. reports that a meeting presenting stormwater regulations has always been a popular event. NHDES will present if willing and available. Possible presenters from NHDES would be Ridge Mauch (AOT) and Darlene Forst (CSPA). Greg will speak with Ridge and Darlene about their availability and willingness to present. The location of the event will be the Holiday Inn in Concord. Gregg will send an email out to the group to confirm.

Future Meetings - January, March, April, May, June - Matt L. is looking for ideas for presentations. Veronica suggests Geothermal Engineering presentation. John will look into a Haley & Aldrich geothermal presentation for March. Steve would like to see a presentation on concerning wind energy. Steve will contact the presenter from the NERM to see if he is willing to speak. Veronica suggests grouping with the VTSPE for joint meeting. Matt L. indicated that the April meeting will be the new PE dinner.

4. *Public Image and Student Outreach*

Teacher's Award Report - Matt L. reports that the brochure has gone out to various entities ahead of schedule. Judy Houston is also distributing the brochures to her contacts. All the other societies have received the brochure (ASCE, SENH, IEEE, etc.). Matt L. will send brochure to Josh to post on the website.

MATHCOUNTS Report - Gregg reports that he spoke with Ben Pratt. Ben indicated that the budget for MATHCOUNTS appears to be low. Ben indicated that the people running MATHCOUNTS are paying the expenses themselves so all of the costs are not accounted for. Gregg indicated that expenses of \$500 to \$600 for each chapter is typical. Gregg will attempt to reduce costs in the future. Gregg needs the 50C3 documentation from Larry or Tom. Gregg requests donations from engineering firms and that Ratheon is probably going to be a major sponsor this year. Gregg indicated that total expenses of about \$6K to \$7K are typical. Expenses include food, trophies, and custodial services. Steve suggests sending one letter for the scholarship and MATHCOUNTS in one mailing. Steve will ask VHB to donate postage for mailing. Larry indicated that about 200 to 300 letters were sent out. Larry and Steve will rework letter to include MATHCOUNTS, Scholarships, and Teachers award.

Observer- John indicates that all of the articles are in. Erin Wood should complete the final version of the Observer by the end of the week.

Educational Link - Josh reports that he has received a brochure from McKissock (commercial supplier of PDH credits). They are requesting NHSPE support for the PDH services. Since NHSPE cannot support or endorse commercial suppliers of PDHs, it was suggested to possibly charge McKissock for a link on the website.

Student Outreach Career Fair Opportunities - Matt L. needs a volunteer for student outreach and coordinate with Judy Houston.

5. *Government Affairs*

Legislative Tracking Initiatives Report - Veronica reports that she has obtained 22 bits of legislation that are applicable for potential discussion. No new legislation is pending. In summary - PTAC last done in June, mineral extraction and mining, 10 year transportation improvement plan, and regulation for home inspectors (licensed now).

6. *State Society Collaboration*

September 25th SENH Board Meeting- NHJES and UNH - Roch and Matt L. meet with SENH with regards to Joint Engineering Society conference. There are still a lot of questions on how the Joint Engineering Societies will work together. The next meeting is scheduled for 9 October 2008. Roch indicated that the revenue will be about \$8K in profit and that the Joint Societies will have about \$17K available. Memorandum of agreement (MOA) for the Joint Conference still needs some work. Tom still needs to set-up a separate account to track funds. Some of the questions that still need to be answered: What other things can the Joint Society do? Do they need bylaws and board of directors?

October 9, 2008: 2nd Annual NHJES Conference (Roch) - Matt L reports that the conference was interesting and well attended.

February 19, 2009: E-Week - Matt L. reports that the banquet still needs a speaker. Craig distributed a budget sheet for last year and a budget for the upcoming year. The following suggestions were made by the group.

- Increase the ticket prices - a little less than \$50 per person keeping a couple price below \$100.
- Plated dinners.
- Reduce the amount of hors d'oeuvres.
- Craig will speak with Roch about the budget.

7. Membership

Membership Report – Matt L. reports that Walter has presented a membership report (See Attachment No. 2). The 6 month free members have generally dropped in report. Matt L. suggests calling the 6 month members prior to expiration. Matt L. will get the contact information to speak with people who are about to drop. Matt L. will send out letters to the non members who attended the Stormwater Conference.

Development of State-Centric Tri-fold – Matt L. reports that Matt P. has developed the tri-fold (Attachment No. 3). Within the next two weeks send comments and photos to Matt.

Electronic Distribution of Observer - Matt L. reports that NHSPE will issue the Observer in hard copy for two more issues. Erin Wood will present a reminder on the front page of the next two issues.

EOY & YEOY Nominations- Confidential endorsement. Dan motions that NHSPE nominate ____ for EOY, Craig seconds and the motion is approved by the group. Roch will pull the nomination together.

8. National/Regional & Other Issues

NSPE National VP & National Treasurer Nominations due January 1, 2009 - Matt L. reports that if anyone knows of any candidates, please forward the names to him. Matt L. will contact Craig Musselman.

Fellow Nominations due February 1, 2009 – Matt L. reports that we have one opening for a Fellow. Matt L. suggests P. Schmidt for a NHSPE Fellow. Matt L. will contact Crag Musselman and Matt Purcell about the process of nomination.

NSPE NE Regional Meeting in Portland, ME (October 2-4, 2008) – Steve, Matt L., and Larry report that the conference was exceptional.

NSPE Officer Visit to State Society – Request due by November 30, 2008 – Matt L. request that an NSPE officer come to our induction meeting.

NSPE – State Society Agreement Draft – Matt L. (email) Collectively do we have any comments on agreement. Discussed in more depth at a future meeting.

Larry makes motion to adjourn, Dan seconds and the motion is approved by the group.

Meeting is adjourned at 8:45 PM.

Respectively Submitted,

John G. DiGenova, P.E.

**SENH/NHSPE JOINT
NOVEMBER MEETING ANNOUNCEMENT****DRAFT**

NEXT MEETING: November 18, 2008

PRESENTATION: Overview of Construction Related Insurance Requirements, by Susan Siegel, CPCU and Robert Simpson, VP of The Rowley Agency, Inc. The Rowley Agency is the one of the largest independently owned insurance agencies in northern New England and provides commercial and private insurance as well as surety bonds. Our speakers have a combined 54 years of experience in the insurance field and will be speaking about the following topics: How to read and insurance certificate and what it all means, how to write insurance requirements as part of a construction contract, what does additional insured really mean and what you should know for design-build projects in terms of insurance.

PLACE: The Sheraton Harborside Portsmouth Hotel & Conference Center
250 Market Street, Portsmouth, NH
Phone 431-2300
www.sheratonportsmouth.com

DIRECTIONS: I-95 to exit 7 in NH. Drive one mile east. Right turn at Russell Street and park in gated parking lot on the right.

AGENDA: 5:30 pm-6:30 pm Social Hour
6:30 pm-7:15 pm Dinner
7:15 pm-7:40 pm Business Meeting
7:40 pm-9:00 pm Presentation

DINNER: Buffet choice of Short Ribs of Beef and Baked Haddock Asiago

COST: SENH/NSPE Member: \$50.00 Non-Member: \$60.00
Full Time Student: \$10.00

RSVP: by Friday, November 14, 2008. There will be a \$5.00 late fee for anyone wishing to rsvp past the November 14th date.

Please send check payable to "Structural Engineers of New Hampshire" with list of attendees to:

SENH
P.O. Box 226
Manchester, NH 03105-0226
Contact: Deb Coon, Administrative Assistant, dcoon@hoyletanner.com

NOTE: 2.0 PDHs have been assigned for attendance to this program. Attendees are responsible for ensuring their check-in on the attendance list upon arrival at the meeting.

DRAFT

October 2008 Membership Status Report

11 New Members Joined
 Since April 1

Totals Sorted by Membership Type

Month	Member Type				Total
	Licensed	Member*	Fellow	Student	
January					
February	213	19	1	5	238
March	198	18	1	6	223
April					
May					
June					
July					
August					
September					
October	192	19	2	5	218
November					
December					

*Non-Licensed

Totals Sorted by Membership Status

Month	Membership Status			Total
	Standard	Life	Retired	
January				
February	194	42	2	238
March	179	42	2	223
April				
May				
June				
July				
August				
September				
October	176	40	2	218
November				
December				

Young Members*

Month	Young Members
January	
February	23
March	
April	
May	
June	
July	
August	
September	
October	27
November	
December	

Delinquent Members

Month	Delinquent Members
January	
February	24 (15 - 6 Mo. Free)
March	6 (6 - 6 Mo. Free)
April	
May	
June	
July	
August	
September	
October	
November	
December	

Dropped Members

Month	Dropped Members
January	
February	48 (29 - 6 Mo. Free)
March	73 (37 6 Mo. Free)
April	
May	
June	
July	
August	
September	
October	
November	
December	

New Members

Name	Company	Join Date	6 Month Free
Noah Elwood	Appledore Marine Engineering, Inc.	10/14/2008	No
Stephen Milano	Raytheon	9/18/2008	YES
Scott Drapeau	Ellis Engineering Inc	9/18/2008	No
Paul Mullin	LWG Consulting	7/21/2008	YES
Thomas Burns	Maynard & Paquette Engineering	7/1/2008	YES
Edward Jansury	Rist Frost Shumway Engineering	5/15/2008	YES
Brian Nereson	Terracon	4/11/2008	YES
John Parrelli	SVE Assoc	4/11/2008	YES
Joshua Bouchard	CMA Engineers Inc	4/7/2008	YES
Hugh Scott IV	Advanced Drainage Systems, Inc.	4/2/2008	YES
Jacob Aho	Student	4/1/2008	YES

ATTACHMENT

No. 3 10/15/08



NSPE gives you the *EDGE!* Who is NSPE?

While many engineering societies represent what you do, the National Society of Professional Engineers (NSPE) represents who you are. The National Society of Professional Engineers

(NSPE) is the recognized voice and advocate representing

the licensed Professional Engineer. Founded in

1934, NSPE strengthens the engineering profession by promoting engineering licensure and ethics, enhancing

the engineer image, advocating and protecting PEs' legal rights at the national and state levels.

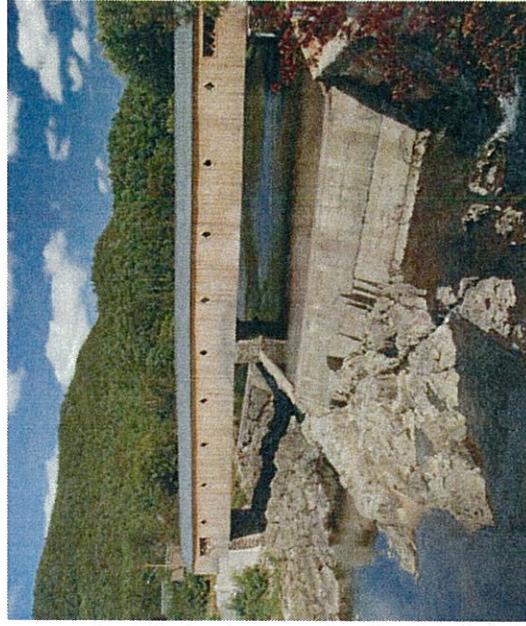
publishing news of the profession, providing continuing education opportunities, and much more. NSPE serves nearly 45,000 members and the public through 53 state and territorial societies, including the New Hampshire Society of Professional Engineers (NHSPE).



Our Mission

The New Hampshire Society of Professional Engineers (NHSPE) is the society of engineering professionals in New Hampshire that promotes the ethical and competent practice of engineering, advances licensure, and enhances the image and well being of its members while implementing the program of the National Society of Professional Engineers (NSPE) at the state level.

Excellence By Design



New Hampshire Society of Professional Engineers

P.O. Box 1343, Concord, NH 03302

www.nhspe.org

Protecting and Promoting
Professional Engineering in
New Hampshire since 19XX

How can you become a member of NSPE

NSPE membership is available for licensed engineers, EITs, engineering professionals, and students in an ABET program. When you submit your application, you automatically become a member in all three levels of membership: national, state and local chapter.

No matter where you are in your career - just getting started, on the fast track, or ready to give back - NSPE gives you the *EDGE* with the tools you need to succeed!



New Hampshire Society of Professional Engineers

A state society of the National Society of Professional Engineers

Benefits of Membership

- **Networking:** No matter what your specialty, networking is one of the most valuable NHPSE benefits. You can choose to network in the ways that suit you best: attend state or national meetings, use NSPE's online forums, or meet your peers and make connections by serving on NHPSE committees.
- **Career Advancement:** Whether you're looking for your first job or seeking a new opportunity, NHPSE membership gives you the *EDGE*. On the NSPE Website, you'll find job boards, a resume posting service, and Salary Survey information. Members receive the added benefit of having links to their resumes sent to potential employers.
- **Mentoring:** NSPE offers an online mentoring program for students and professionals to the field where you can get advice, find out about new jobs, and ask questions of experienced licensed engineers. Experienced engineers can seek advice on career changes with peers from around the country in NSPE's online career transition forum.
- **Education:** As our profession becomes more specialized, continuing education is the key to career success. NHPSE members can choose the offerings that fit their needs and schedules.

- Attend NHPSE continuing education programs to gain important continuing education credits at a member discount
- Take NSPE online courses
- Claim NSPE self-study videos

- **Professional Growth:** NHPSE members benefit from a number of ways to set themselves apart in a tight job market and competitive field. Take on leadership positions by working with MATHCOUNTS or our other Student Outreach Programs. NSPE's Interest Groups allow you to learn more about your industry and network with other engineers in your field.

- **Advocacy and Public Relations:** You are represented in the State legislature through NHPSE's Legislative Committee. On a national level, you are represented on Capitol Hill through NSPE, NHPSE and NSPE. Speak for the engineering profession and give our members the tools and information they need to communicate with legislators and government officials. Through campaigns like National Engineers Week and other public outreach programs, we tell the public how engineers add to their lives by making the world around them safer, easier and more fun.

- **Information:** With your membership you'll receive the latest developments and news in engineering. NHPSE's quarterly newsletter, *The Observer*, keeps you up to date, as do NSPE's newsletters and PE News, that give members the news they need today on top of trends and innovations.

- **Products and Services:** Your membership allows you to save money on a range of products and services offered through NSPE. The NSPE online catalog offers publications, toolboxes and videos. Members can also purchase contracts and contract sets at discounted prices. With NHPSE membership, you can also earn discounts on business, financial, insurance and other services.

Leadership

NHPSE provides valuable leadership training and opportunities within the organization at the state and national levels.

With members in all disciplines of practice, NHPSE membership also offers many useful networking opportunities to enhance your professional career through project referrals, joint contracts, mentoring and lifelong friendships.

Our continuing education program offers training and new perspectives to keep you competitive in today's changing marketplace, through a variety of opportunities at the state, regional and chapter levels to acquire the mandatory professional development hours required for PE license renewal in New Hampshire.

As a NHPSE member, you will receive discounted rates for all courses, and may also receive PDH credits by serving as an officer or other leadership position within NHPSE.

Developing Future Professional Engineers

To ensure a quality workforce of tomorrow, NHPSE supports education programs such as MATHCOUNTS® to promote student achievement in mathematics and science and encourage gifted students to pursue careers in engineering.