

NH Society of Professional Engineers Board of Directors Meeting Minutes

DATE: September 23, 2010 6:00 p.m. to 8:00 p.m. Location: 77 Sundial Ave., Suite 401W Manchester, NH *Voting Board Member	Steven Lehmann, PE (Pres)*		
	Larry Dwyer, PE (Past Pres)*		
	Peter King, PE (Pres Elect)*		
	Ted Setas, PE (Vice Pres)*		
	Dan Hudson, PE (Treasurer)*		
	Jason Beaudet, PE (Director)*		
	Gregg Comstock, PE (Director)*		
	Jennifer Fisher, EIT (Director)*		
	Walter Durack, EIT (Membership)		

Meeting Started at 6:15 PM

OLD BUSINESS

May 18, 2010 BOD minutes approval – The group reviewed the May meeting minutes. Steven motions to accept the May meeting minutes, as written, Dan seconds, and the motion is carried by the group (five members voting to accept the minutes and three abstaining from voting, one for absence from the meeting and two for not being board members at the time of the meeting).

NEW BUSINESS

1. *Treasurer's Report*

- Acceptance of Treasurers Report – Dan had sent the treasurer's report to group for review via email. Dan reports that he has located the amount of money to be deposited in the Scholarship Fund that is received as part of the NSPE membership renewals. Dan recently requested a detailed transaction report from NSPE. They will now be delivered on a monthly basis. Steven motions to accept the treasurer's report, Peter seconds, and the motion is carried by the group.
- 2010/2011 Budget – Dan reported that the draft budget was not yet prepared for discussion this month. The board should have it for next month's meeting.

2. *Society Governance*

- Next Observer Issue – Ted reports the latest *Observer* has been distributed. The next edition of the *Observer* is set for December 2010. Ted is in the process of reviewing the current advertising contracts and will be soliciting renewed agreements with individual advertisers.
- Webmaster status – Larry reports in Josh's absence that there is no update.

3. *Professional Development and Continuing Education*

- **October** – Larry reports that he needs to contact the Army Corps of Engineering Cold Regions Research and Engineering Laboratory (CRREL) to arrange a visit. Since the CRREL located close to Vermont, Larry will extend an invitation to members of VSPE. Larry will contact Matt Purcell to solicit his suggestions for a dining venue in the Lebanon/Hanover area. The meeting has been tentatively scheduled for 27/28 October.
- **November** – Gregg reports that he will coordinate the effort for the annual NHDES update. This will be a luncheon meeting and is tentatively scheduled for 17/18 November.

4. *Public Image and Student Outreach*

- NHSPE John Alger Memorial Scholarship – Steven reported there is no activity this month. His goal is to begin the process shortly as he would like a representative of NHSPE to attend the awards ceremony at UNH in May.
- Teacher's Award – Steven reports there is no news this month.
- MATHCOUNTS – Steven reports the process is starting.
- Order of the Engineer – Larry reports that it would still be a logical decision to hold a ceremony as part of the new PE dinner. It may be wise to have the ceremony take place before the dinner's social hour. Larry will continue planning the ceremony to be held as part of the dinner.

5. *Government Affairs*

- ACEC Summary – Steven reports he has not seen much action of late. Peter volunteered to monitor the information published.

6. *State Society Collaboration*

- October 2010 JES Conf Planning – Larry reports a total of 61 people have registered for the conference as of the morning of 23 September. The sponsorship goal has been met.
- E-Week – Larry reports there is not much information coming from Roch. Larry noted the nomination deadlines for the Engineer of the Year is coming quickly. Peter made the suggestion that in the future we may consider providing a small discount for early registration for events such as the E-Week Banquet.

7. *Membership*

- Membership Report – Walter presented the membership report for the month. He reports that no new members have joined NHSPE since the last month. Steven discussed the membership retention seminar hosted by NSPE on 30 September. He recommended at least two board members actively participate in the session. Steven asked the entire board to consider the following three points for a twenty minute discussion at next month's meeting:
 1. How do we work to retain our members?
 2. How do we contact/interface with our members?
 3. What benefits do we offer our members?

8. *National/Regional & Other Issues*

- Northeast Regional Meeting – Peter and Matt Purcell attended portions of this year's meeting. Next year's meeting will be held in Boston. Rhode Island is petitioning for the meeting to be held in Providence the following year.

9. *NHSPE Education Fund*

- Bylaws – Matt Low has finished preparing the text for the proposed changes to the NHSPE Education Fund Operating Procedures and Bylaws. Steven motions on behalf of the Voting Board of the NHSPE Education Fund that a postage-paid, single sheet ballot, prepared simply as possible, be distributed to the membership for the purposes of voting on the proposed changes to the NHSPE Education Fund Operating Procedures and Bylaws. The ballot shall contain instructions to view an electronic copy of the proposed changes on the NHSPE website and instructions to request a paper copy of the proposed changes.

Steven motions to adjourn the meeting, Dan seconds, and the motion is carried by the group. Next month's meeting to be held 21 October at 6:00 PM at Golder Associates, 670 N. Commercial St, Manchester.

Meeting ends at 7:40 PM

Respectfully Submitted,

Walter L Durack, EIT
Secretary pro tem