

**New Hampshire Society of Professional Engineers
Board of Directors Meeting Minutes
Tuesday, December 14, 2004
The Turner Group Office ~ Concord, New Hampshire**

Board of Directors Present: Paul Schmidt, *President* Dan Hudson, *Vice-President*
Joe Ducharme, *Past-President* Erin Darrow, *Secretary*

Members Present: Ben Pratt, *MATHCOUNTS* George Fredette, *Engineers Week*
Holly Clark, *Membership* Larry Dwyer, *Scholarship*

Paul called the meeting to order at 6:30 pm.

Review and vote to accept minutes from November 2004 Board of Directors (BOD) meeting.

The November BOD meeting minutes will be reviewed at the January BOD meeting.

“Promote Professional Development and Education”

There was some general discussion regarding potential ideas for future membership meeting.

January Meeting

At the time of the BOD meeting, no topic had yet been chosen for the January membership meeting.

A few potential topic ideas were discussed:

- *Great Bay Wastewater Watershed Evaluation* – Paul noted that Metcalf & Eddy would probably be a good contact in looking for a speaker on this topic.
- *Statewide Master Plan* – Erin noted that the New Hampshire Office of State Planning & Energy will be releasing a statewide master plan, probably this January. She volunteered to look into this as a meeting topic.

April/New P.E. Meeting

Paul Schmidt announced that in April, NHSPE has the opportunity of joining the New Hampshire Section for the American Society of Civil Engineers (NHASCE) and the UNH branch of the Society of Women Engineers (SWE) in a jointly held meeting with students at UNH. This meeting could be held as our annual “New P.E. Dinner.” The consensus of the group was that this would be an excellent opportunity to network further with sister organizations in New Hampshire and also promote the importance of professional licensure to UNH engineering students.

The topic of the meeting will be “Diversity in Engineering” and will feature a panel of speakers, including Carol Murray, NHDOT Commissioner.

“Provide Membership Level which Enhances NHSPE’s Viability as an Organization”

Observer

The next issue will go out in late January. The deadline for article submissions was determined to be on December 30th. The following summarizes article contributions:

- Ben MATHCOUNTS update
- Erin Zoom program / Younger member stuff?
- George E-week information (including registration form)
- Holly Membership update
- Holly Updated mailing list

- Joe Anything from other engineering societies?
- John Legislative update (continuing ed. elimination bill)
- Larry Scholarship update
- Paul Message from the President
- Paul News from National? (Brad's visit)
- PE Board PE Board Member bios / current efforts
- ??? Others ???

JMaze Design will not be able to continue working on our newsletter. In the past, Mike Delloiaccono has worked on the layout of the newsletter, which was printed by Print Solutions & Copy Service. Print Solutions can take over JMaze's former duties. Dan shared the proposed contract for this service for the next year. The costs are a function of the size and number of newsletters published for each issue.

Membership Initiatives

As a recruitment initiative, Paul passed around a copy of a letter which he sent to all of the engineers who attended the October membership meeting and were not already NHSPE members. The consensus of the group is that we should do this for each meeting to help promote membership.

NHSPE has a new "state" membership enrollment.

"Maintain a Workable and Effective Organizational Structure"

Treasurer's Report

Paul conveyed Dave's message that NHSPE needs to take a look at ways of being more fiscally conservative. Dave has also expressed a need to find a replacement for him.

A potential treasurer was identified who works in New Hampshire, but lives in Massachusetts. Joe will check with out attorney to ensure that this would still be an appropriate replacement in that it won't affect NHSPE's status as a not-for-profit organization.

Website

Dan is currently looking into revamping the website. There have been some improvements made over recent months. Please contact Dan with any comments or suggestions.

NSPE Winter Meeting

Dan and Paul are attending the NSPE winter meeting. Erin noted that national's reimbursement policy for this meeting would allow funds for her to attend too, since there was money available for three persons from each chapter: President, Past-President, and the Executive Director. Paul noted that he had to go through a lot of red tape to get Dan (VP) to attend rather than Roch (Pres-Elect), and that he thought that since Erin's role as Executive Director (as officially recognized by National) wouldn't count for this reimbursement program since it is unpaid. Paul said that the reimbursement for the Executive Director for this reimbursement initiative was applicable more for larger chapters that have a paid, full-time, Executive Director.

Erin said that she was under the impression that the purpose of this program was to get as many state reps as possible to attend the national meeting, and that she thought this reimbursement program would apply to her. Erin and Paul will look into this to confirm.

“Be involved in Government Affairs as they Relate to Professional Engineering Issues”

Legislative Update

John Alger was not able to attend this meeting, but Paul conveyed his message in regard to a bill coming up in this next legislative session that pertains to the elimination of the continuing education requirement for licensure as a professional engineer.

“Promote the Ethical Practice of Engineering”

UNH Engineering Without at License

Joe shared with the board that the committee that was formed last spring did send a letter to the UNH College of Engineering and Physical Sciences (CEPS) pertaining to concerns about engineering being practiced by students without the supervision of a licensed Professional Engineer. He said that there has not yet been a response from CEPS to this letter.

“Maintain On-going Effective Relationship with Other Engineering Organizations in the State”

Engineers Week Banquet

George provided a handout summarizing the 2005 Engineers Week Banquet Planning, which was reviewed and discussed. The Banquet is scheduled for February 24, 2005, at the Radisson Hotel (formerly known as the Center of New Hampshire).

George also inquired for ideas to “spice up” the banquet. Please let him know if you have any ideas.

It was noted that the BOD meeting last year, held prior to the banquet, took up the majority of the socializing time, and lost us the opportunity to promote NHSPE and enhance membership.

Joe Ducharme made a motion to authorize the expenditure of \$1000 to Cecile Baldassara for the coordination of the Engineers Week Banquet, seconded by Dan Hudson. The motion carried unanimously.

Since we didn’t have a quorum when *The Observer* was discussed, at this point Dan Hudson made a motion to allow Paul to authorize the proposed contract with Print Solutions & Copy Service, which will go through December 31, 2005. The motion was seconded by Erin Darrow, and carried unanimously.

EOY/YEOY

George noted that the applications for EOY and YEOY have been received and that the jury will be meeting early in 2005 to review the nominations and make a decision.

2005 Regional Meeting Committee

Mark your calendars for the 2005 NSPE NE Regional Meeting, to be held in at the Sheraton in Portsmouth on the last weekend in October.

Coordination with other Societies Initiative

Joe met with representatives from ASCE, ITE, SENH, this fall. There should be another meeting this spring.

“Strengthen the Public Image of Professional Engineers in the State”

Engineers Week Events

Roch provided a written summary of his planning for National Engineers week.

Erin said that she is going to organize the Zoom into Engineering event this year. She will look into having it at the Steeplegate Mall, but is interested in holding it at a different location.

MATHCOUNTS

Ben reported that right now he is working on setting up the date for the statewide MATHCOUNTS competition, which will be held at Plymouth State University. He also said that contributions from regular donors are way down in comparison with recent years. If anyone can help with fund-raising, please contact Ben.

As of the BOD meeting, 41 schools had signed up for the program. 54 schools participated in MATHCOUNTS in New Hampshire last year.

NHSPE Scholarship Report

Larry reported that so far this year the scholarship fund has received \$1200 from nine donors. He will be sending out letters encouraging prospective engineering students to apply for this scholarship to New Hampshire Schools soon.

Math & Science Teachers Awards Program

Dan noted that the deadline for nominations is coming up at the end of the month. At the time of the BOD Meeting, no nominations had yet been received. There are three awards in the program: Elementary, Middle, and High School. Each winner will receive a plaque, some miscellaneous prizes, and a cash award.

UNH has donated \$500 in support of this program, and we need to send a W9 form to them.

Next Meeting

The next meeting will be held on Wednesday, January 12, 2005, at 6:00 at the HL Turner Group's meeting room in Concord.

Paul adjourned the meeting at 9:00 PM.

Respectfully Submitted, Erin Darrow, E.I.T.