

# The Engineers' Council Board of Directors Meeting Minutes

Tuesday, September 10<sup>th</sup>, 2013

**Location:** The Valley Inn Restaurant, Sherman Oaks, CA

**Time:** 6:00-8:00 PM

## **Attendees:**

Charles Olsefsky, Paul Landry, Sonja Domazet, Ken Davis, Bob Tarn, Sharlene Katz, Jerry Kraim, Stephen Guine

- **Call to Order** – 6:04 PM by Sonja Domazet
- **Minutes from Previous Meeting (August 13)** – Not available.
- **Treasurer's Report** – Submitted by Charles Volk via email to the executive committee. Motion to accept August report was passed. Need to review 2014 Budget Plan, specifically regarding Conference income and expenditures, and Charitable Giving expenditures. Charlie also sent out the application document for 501(c)(3) status, which he has started but is asking for contribution from other execmembers. We noted that Charlie has made good progress, but it will be a significant task to get the application complete, so others definitely need to pitch in.
- **Correspondence** – A web site inquiry was received from the Chair of the Antelope Valley Chapter of the Society of Flight Test Engineers. Sonja Domazet will respond.
- **Committee Reports:**
  - **Honors & Awards**
    - Ken Davis will be sending out the expanded descriptions/criteria for our publicly nominated awards for review.
    - Bob Tarn will be updating our award forms and banquet page to include this information.
    - Bob will draft the Call for Nominations, using last year's text and adding information about the West Palm Beach Banquet. First call: Sept. 25; second call: Oct. 30; third call: Dec. 3.
  - **West Palm Beach EWeek Banquet**
    - Bob Tarn reported good progress with the plans for an east coast banquet. The Palm Beach County Business Development Board (BDB) has reserved the Palm Beach Convention Center Grand Ballroom for the event to take place on Friday, February 21. More details to follow, but this is enough to give us confidence with including information about this optional event with our Call for Nominations and to modify award nomination forms to indicate the "Presentation Venue" preference of the nominator.
    - The Merit, Distinguished Engineer/Educator, and Distinguished Project award nomination forms have been modified to accept selection of "Presentation Venue".
    - The WPB EWeek Committee consists of 8 volunteers representing the AIAA, AHS, ASME, IEEE, and FES. The latter is very important, since it has a very strong presence in the area and presently conducts a speaker meeting earlier in Engineers Week; having them onboard is very important.

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- o Cris Vigil, Senior Vice President of BPRH Architects, Engineers, Constructors, will represent the BDB regarding Honors & Awards.
- o **California Banquet**
  - o Bob Tarn will provide the AR logo to Paul Landry.
  - o Bob Budica has proposed that we invite Curt Weldon (2006 Keynote Speaker) to speak about his current private equity business that is funding technology entrepreneurs. The board is not in favor of that speaker opportunity, but welcomes Curt to our banquet as a council guest.
  - o Bob Budica has proposed seeking the NASA Administrator, Charles Boldin, as the Keynote Speaker. The board approves this proposal, and asks that Bob informally contact the administrator to see if he would be receptive of a formal invitation from the board.
  - o Bob Budica has proposed that we invite Vince Deloreto, a mutual friend of Administrator Boldin and himself, who is a Marine aviator who flew 100 missions with Administrator Boldin in N. Vietnam. If the administrator attends the banquet, the board approves of inviting Vince Deloreto to be the council's guest.
  - o Marek Barylak asked if we should be looking into getting a competitive bid from the Sportsmen's Lodge for the 2015 banquet. The pro's and con's of the Sportsmen's vs the Sheraton were discussed.
- o **Conference** – Marek Barylak is working on plans for the next Technical Conference.
- o **Good & Welfare** – Nothing to report
- o **Website** – Bob Tarn and Stephen Guine will get the web site ready for the Call for Nominations.
- **Action Items (New and Old):**
  - o (New) Informally ask NASA Administrator Charles Boldin to be our 2014 Keynote Speaker (**B. Budica**)
  - o (New) Provide AR logo to Paul Landry (**B. Tarn**)
  - o (New) Update web site and nomination forms to prepare for Call for Nominations (**B. Tarn, S. Guine**)
  - o (New) Send out expanded descriptions/criteria for our publicly nominated awards for review (**K. Davis**)
  - o (New) Review 2014 Budget Plan for Conference income and expenditures, and for Charitable Giving expenditures (**M. Barylak, E. Stiny**)
  - o (New) Respond to inquiry from the Society of Flight Test Engineers (**S. Domazet**)
  - o Estimate next year's Charitable Giving and which schools The Council is targeting. Set up a CG meeting and submit next year's budget (**B. Tarn, R. Straub, J. Kraim**)

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- o Create a form to obtain consent of scholarship winners to use their name and picture on the website beginning in 2014 (**K. Davis**)
- o Revise the scholarship acceptance letter so that a guaranteed internship in the future does not sound implied (**R. Straub & B. Tarn**)
- o Determine a date for the next technical conference and prepare a plan and budget (**M. Barylak**)
- o Update the EC Home Page and banquet Page (**Website Committee**)
- o Determine which months' meeting Minutes are missing, and backfill them (**S. Guine & E. Stiny**)
- o Clearly define the criteria for each award given out at the Banquet (**K. Davis**)
- o Update certain pages on the website, including Charitable Giving (**B. Tarn**)
- o Update header on the stationery template (**B. Tarn & E. Stiny**)
  
- **Adjournment (approx. 7:40 PM)**