

The Engineers' Council
Minutes of the Meeting of the Board of Directors

The Valley Inn, Sherman Oaks, California
Tuesday, October 14, 2008

The meeting was attended by board members Bob Tarn, Charlie Volk, Ken Davis, Paul Landry, Ray Straub, Tes Akpovi (t/c), Bill Johnson (t/c), Jerry Kraim, and Chuck Olsefsky. Special guests were Dr. Marek Barylak (IEEE/Amgen) and Narisa Chu (IEEE).

Call to Order

The meeting was called to order by President Charles Volk at 6:00 PM.

Minutes of Previous Board Meeting

Minutes of the September 23, 2008, meeting were approved as submitted.

Treasurer's Report

Treasurer Charlie Volk submitted the Sept. 2008 Treasurer's Report, and distributed the final 2009 budget. Budget discussion items included the following.

- Given the usual pattern of admissions payments and the earlier payment required by the new venue for the banquet, the council will have a cash flow issue. Charlie will look into establishing a line of credit with the bank to cover the need for a short term loan.
- A webmaster budget of \$250 was established.
- Errors noted in the budget proposal reviewed last month have been corrected. The current budget shows a net budget deficit of ~\$8K.

The Treasurer's Report was accepted as submitted, and the 2009 budget as corrected was approved.

Correspondence

- Secretary Bob Tarn passed out a draft of the updated letterhead, showing changes and additions to the recognized society list. This same list will be used to update the council Merit Award for 2009. Bob is waiting for the printed stationery to be available for use in making the letterhead templates for electronic correspondence.

Board Membership

- Discussed status of Amgen participation in the council. Charlie will contact Raul Troncoso, Sr. Manager of Metrology/Instrumentation at Amgen to discuss his potential interest.

Committees

Charitable Giving – Ray Straub

Discussed Ralph Mills (Century Club) suggestion to assist his organization with high school student technical career encouragement.

Communications – Ken Davis

Ken has been working with Cal Arts regarding our 2009 National Engineers Week Banquet Logo contest.

Good and Welfare – No report

Webmaster Report – Bob Tarn

- The online registration for the banquet and conference is working.
- A draft update of the conference page is up on the site for review.

- Bob took the action to put a “Congratulations” note to Gen. Yeager on the site, recognizing the 61st anniversary of his sound barrier busting flight.

Honors and Awards – Chuck Olsefsky

- After much discussion, the award nomination deadline was moved to January 9, 2009. Participating organizations need to set their internal deadlines early enough that final submittal can be made to the council by that date.

Banquet – Paul Landry

- IEEE is planning to purchase 2 tables next year.
- A jpeg of the Sheraton is needed for the web site.
- In order to economize, the “filet duet” will be changed to a “steak and fish combo” (\$44++). Other menu options the restaurant proposed are:
 - Fish only (\$30++)
 - Prime Rib (\$35++)
 - Chicken
- The venue will have self-park (\$10) and valet service (price unknown) available.

Conference – Paul Landry

- CSUN is charging \$138 for use of the room.
- Agenda:
 - 7 morning paper sessions (nanotechnology)
 - 7 afternoon paper sessions (practical engineering applications)
- Conference fees:
 - \$160 for the “combo” (conference and banquet)..
 - \$85 for “conference only”
- CSUN parking fee is \$5. Bob Tarn will get a map of the CSUN site for posting on the web.
- Bill Johnson discussed his recent email message about the potential to get conference sponsorship from technology licensing/patent attorneys..

Old Business

- MathCounts t-shirts will be co-sponsored again by the IEEE/SFV (Narissa is the Treasurer).
- Engineers’ Council brochure status was discussed. Paul Landry is working this.
- Ray Straub requested invitation of Ralph Mills (Small Manufacturers Institute) to the January BOD to present information regarding the high school mentoring opportunities (Century Club, WESTEC Educators Summit robotics programs, and Project Lead The Way).

New Business

- Ken Davis will approach the chief engineer at Disney Imagineering regarding eWeek participation.
- Ray Straub will contact HR Textron regarding eWeek participation.

Next Board Meeting – November (TBD)

The meeting was adjourned by President Charles Volk at 7:47 PM.

Respectfully submitted on 11/17/2008 by:
Robert B. Tarn, Trustee & Secretary

A certified copy of these minutes, with attachments, is located in the Book of Minutes and kept in possession of the Secretary. A copy will be provided on request, and payment of a reasonable administrative fee (alternatively, you can buy my dinner at the next Board of Directors meeting).

Standing Committees

Executive Committee	President	Charles Volk
	Vice Pres.	Kenneth Davis
	Treasurer	Charles Volk
	Secretary	Robert Tarn
	Trustee	Paul Landry
Honors & Awards Committee -	Chair	S. K. Ramesh
	Committee	Chuck Olsefsky, R. Ratcliffe
Audit Committee -	Chair	C. Olsefsky
	Committee	B. Tarn
Budget Committee -	Treasurer, Executive Committee	

Ad-hoc committees:

Banquet/Conference Committee -	Chair	Paul Landry
	Committee	Bill Johnson, Bob Tarn, Larry Dalton, Ken Davis, Patrick Berbon, Ray Straub, Bob Budica
Charitable Giving Committee -	Chair	Ray Straub
	Committee	Bob Tarn, Chas Volk, Larry Dalton, Jerry Kraim, Ken Futernick
Communications Committee -	Chair	Ken Davis
By-Law Committee -	Chair	Vice-President
	Committee	Trustees
Good & Welfare Committee -	Chair	C. Olsefsky
	Committee	M. Garland, W. Korp
Webmaster -	Chair	Bob Tarn
	Vice Chair	Bill Johnson