

The Engineers' Council  
Minutes of the Meeting of the Board of Directors  
The Valley Inn, Sherman Oaks, California  
Tuesday, May 12, 2009

**Attendance**

The meeting was attended by board members Bob Tarn, Charlie Volk, Ray Straub, Chuck Olsefsky, Sonja Domazet, Marek Barylak, Paul Landry, Victor Moreno, Narisa Chu., Ramin Roosta (via telephone), Viraz Shahmirian, and Jerry Kraim. Special guest Diane Kulisek (ASQ/SFV) was in attendance.

Regrets were received from Bill Johnson, Ken Davis, and Ramesh.

No RSVP was received from Patrick Berbon, Bob Budica, Larry Dalton, Jerry Kraim, Rick Ratcliffe, Ray Straub, Sonja Domazet, Tes Akpovi, Narisa Chu, Stephen Guine.

**Call to Order**

The meeting was called to order by President Charles Volk at 6:05 PM.

**Minutes of Previous Board Meeting**

Minutes of the April 28, 2009, meeting were approved as corrected. Corrections were acknowledgment of an RSVP from Varaz Shahmirian, and addition of Paul Landry's personal recommendations regarding election officers.

**Treasurer's Report**

Charlie Volk presented the May 2009 Interim Treasurer's Report and reported that the negative cash flow remains projected at ~\$4K. The Treasurer's Report was accepted for audit.

**2010 Committee Assignments**

Charlie Volk led a discussion of committee chair assignments for the upcoming awards cycle.

- Ken Davis was nominated to chair the Honors & Awards Committee, and it was agreed that nomination Process, award artwork pre-production, and award notification processes would be assigned to that committee.
- Everyone expressed delight with the Awards Assembly committee under the leadership of Bill Johnson, and Bill was nominated to serve as chair again. Paul Landry noted how much help Steve Schroeder was at the banquet, and suggested inviting Steve to join the committee.
- Paul Landry was nominated to chair the Banquet Committee again, as his punishment for guiding us so smoothly through the venue transition and for leading a first class banquet operation this year. It was agreed that Souvenir Journal production would remain the responsibility of this committee.
- Charlie suggested formation of a Keynote Speaker Search Committee. The board agreed and asked Charlie to chair that committee.
- Sonja Domazet was asked to lead the Conference Committee again next year, and Varaz Shahmirian volunteered to assist on the committee. It was noted that the 2009 Conference was the most successful to date for the council.

**Charitable Giving Committee Report**

- Ray Straub reviewed High School Scholarship award presentations, and asked for volunteers to make them. Ray stressed that membership on this committee requires presentation of at least one scholarship. Narisa Chu, Varaz Shahmirian, and Charlie Volk volunteered for upcoming presentations.
- The CGC will meet on June 2 at the Lamplighter (6pm) to discuss the proposed 2009/2010 budget.
- Ray reported that El Camino Real robotics team won the international championship in Dallas, and that the Engineers' Council logo was clearly visible on their robot in televised news items. The board congratulated Ray for his contribution to the ECR robotics team success.

**Correspondence** – None

### **Good & Welfare Committee Report**

Chuck Olsefsky reported that a Get Well card had been sent to Neil Johnson, and that Bill and Neil were attending a ball game together this evening.

### **Webmaster Report**

- Bob Tarn reported that nomination forms for 2010 are updated and in the Library for review.
- Bob's son John has put a trial file upload form on the council web site, and Bob has been testing it. It is thought this form would be useful in nomination upload, avoiding the email issues that we had this year.
- It was recommended that the Project Achievement nomination form use an embedded Excel object for entering team member information. This would make transfer of the information to the Awards List easier for the H&A Committee. Bob took the action to do this.
- Bob reviewed the council's domain and hosting accounts.
  - SFVEC.ORG – domain name hosted by iPowerWeb, and pointed to ENGINEERSCOUNCIL.ORG.
  - ENGINEERSCOUNCIL.ORG – domain name hosted by iPowerWeb.
  - ENGINEERSCOUNCIL.ORG – web site hosted by iPowerWeb.

### **Communications Committee Report**

- Ken reiterated his plans to continue the banquet survey.
- Bob Tarn showed three examples of good media publicity.
  - Article posted on the INCOSE section web site by Stephen Guine, "Collaboration with the San Fernando Engineers' Council".
  - AIAA newsletter article by Bob Tarn highlighting AIAA members who were recognized at the banquet.
  - Internal PWR website newsletter article highlighting PWR employees who were recognized at the banquet.

**Old Business** – None

### **New Business**

- Diane Kulisek led a discussion of partnering opportunities between the ASQ/SFV section and the council. The opportunities for this partnership to help the council grow the banquet are very interesting.

- Bob Tarn reported on a telephone call from the Sportsmen's Lodge Restaurant. They are planning to be open ~August of this year, and are interested in getting our business back. They can be reached for further information at 818-755-5000.

**Next Meeting** – June 16

The meeting was adjourned by President Charles Volk at 7:36 PM.

Respectfully submitted on 5/19/2009 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 his dinner at the next Board of Directors meeting).*

## **Standing Committees**

### *Executive Committee*

President	Charles Volk
Vice President	Kenneth Davis
Treasurer	Charles Volk
Trustee & Secretary	Robert Tarn
Trustee	Robert Budica
Trustee	Paul Landry
Trustee	Rick Ratcliffe

### *Honors & Awards Committee*

Chair	Kenneth Davis
Committee	Chuck Olsefsky, R. Ratcliffe, R. Tarn, T. Akpovi

### *Audit Committee*

Chair	C. Olsefsky
Committee	R. Tarn

### *Budget Committee*

Chair	Charles Volk
Committee	Executive Committee

## **Ad-hoc committees**

### *Banquet Committee*

Chair	Paul Landry
Committee	R. Tarn, K. Davis, L. Dalton, R. Roosta, Ramesh, R. Straub, S. Domazet, S. Guine, T. Akpovi, V. Moreno

### *Conference Committee*

Chair	Sonja Domazet
Committee	Ramesh, V. Shahmirian

### *Charitable Giving Committee*

Chair	Ray Straub
Committee	R. Tarn, C. Volk, L. Dalton, J. Kraim, K. Futernick

### *Communications Committee*

Chair	Ken Davis
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### *By-Laws Committee*

Chair	Vice-President
Committee	Trustees

### *Good & Welfare Committee*

Chair	Chuck Olsefsky
Committee	M. Garland, W. Korp

### *Webmasters*

Chair	Robert Tarn
Vice Chair	W. Johnson

### *Awards Assembly Committee*

Chair	W. Johnson
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### *Keynote Speaker Committee*

Chair	C. Volk
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