

# The Engineers' Council Board of Directors Meeting Minutes

## Tuesday, 08 December 2015

**Location:** Lamplighter Restaurant, Chatsworth, CA  
**Time:** 6:00-8:00 PM

### Attendees:

Sonja Domazet, Eli Stiny, Marek Barylak, Rudy Montalvo, Paul Landry, Jackie Zev, Sharlene Katz, Paul Gill, Ken Davis, Jerry Kraim, and baby Maxwell Stiny 😊

- **Call to Order** – The meeting was called to order by Sonja Domazet at 6:10 P.M.
- **New in Attendance** – N/A
- **Minutes from November 10<sup>th</sup> Meeting** – **Motion** to accept November minutes made by Paul Landry and seconded by Rudy Montalvo. **Motion passes.**
- **Treasurer's Report** – NGAS has bought and paid for 7 tables and a full-page ad. We received money from Florida and Aerojet for last year's awards. **Motion** to accept the December Treasurer's Report with provisional changes made by Paul Landry and seconded by Paul Gill. **Motion passes.**
- **Committee Reports:**
  - **Nominating Committee** – Nothing to report
  - **Honors & Awards**
    - Ling Wu and Karen Sinder both need new certificates created. In the future, we need to print without acetate – the quality is terrible with acetate.
    - We have only 12 nominations for California so far.
    - We have a design created for the Future Technology Leader Award. We have a new design for the Merit Award and Project Award (with picture). Everyone seemed to accept the designs.
    - The Boeing Award design and criteria have been submitted by Boeing. Paul Gill thinks the award should fully spell out the founder's name, although the award speaks to multiple "founders." **Action:** Paul L. to talk with Tom Tarn about finalizing the Boeing Award details.
    - ASQ plans to buy a full table and present a "Quality Engineer of the Year" Award. They may also purchase a half-page ad.
    - **Action:** Ken to inventory supplies for the Awards Assembly.

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### ○ Florida Banquet

- Paul Gill states that everything is a Go. The venue has changed.

### ○ California Banquet

- Held a Banquet meeting in November. Trying to come up with one database rather than two for writing up the awards. Paul plans to create an initial spreadsheet and then have name spellings and descriptions checked prior to awards creation.
- **CA Banquet meeting dates are 11/17, 1/19, 2/2, and 2/16.** The **January EC Board meeting will be on 1/5/2016 instead of 1/12** in order to have more time for working the awards after ratification.
- **Action:** Paul to contact journal-printing vendor about printing team certificates.

### ○ Charitable Giving

- Charlie paid for the AIAA donation. Per Tom's recommendation, we are considering adding another scholarship to a high school in the South Bay. **We would like to put our scholarships up on the website** to get more applications as well as potentially more donations.

### ○ Conference

- Call for speakers and abstracts will be sent out this week. Will be held Friday, February 19, 2016. Venue not yet booked – deciding between two rooms at CSUN. **Action:** Sonja to contact CSUN Student Union to get a room for the Conference.

- **Correspondence** – Received a very nice letter from the Granada Hills scholarship recipient, Jake Mattinson (now at Cal Tech), that he wrote in June, 2015, but the school just sent it to us.

- **Good & Welfare** – Chuck Olsefsky is doing better, but we do not know how well. Rudy's daughter, Morgan Montalvo, a junior at Cal Poly SLO, is directing the build of Cal Poly's float this year and has the honor of driving the float at the Pasadena Rose Parade!

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- **Website** – Can we put a write-up on the website for Mike Garland? Can we have a special location for all past members of the EC and an In Memoriam page? **Action:** Sonja to get a photo of Mike Garland for the In Memoriam.
- **Old Business** – MATHCOUNTS competition will be held February 20, 2016, at CSUN in two buildings (Grand Ballroom and another room). 12 schools have been confirmed so far.
- **New Business** – Sonja is going to CSUN tomorrow to meet with their SWE section to talk about SWE scholarships.
- **Adjourned: 7:50 P.M.**
- **Next Board Meeting: 05 January 2016. Next Banquet meeting planned for Tuesday, 1/19.**

### Action Item Summary

- **(New)** Contact CSUN Student Union to get a room for the Conference (**S. Domazet**)
- **(New)** Get a photo of Mike Garland for the In Memoriam (**S. Domazet**)
- **(New)** Contact journal-printing vendor about printing team certificates (**P. Landry**)
- **(New)** Talk with Tom Tarn about finalizing the Boing Award details (**P. Landry**)
- **(New)** Inventory supplies for the Awards Assembly (**K. Davis**)
- Invoice NGAS for the 2016 Banquet ASAP in 2015 (**M. Barylak**) - **DONE**
- Process payment from Aerojet Rocketdyne for \$695 (**M. Barylak**) - **DONE**
- Perform final financial audit for Charles Volk (**E. Stiny, R. Montalvo, B. Tarn, P. Landry**)
- Add Marek to [Info@engineerscouncil.org](mailto:Info@engineerscouncil.org) (**B. Tarn**) - **DONE**
- Create new certificates for Ling Wu and Karen Sinder (**K. Davis**)
- Discuss Awards Assembly logistics with Florida (**P. Gill**)
- Discuss the AIAA donation (**R. Montalvo & B. Tarn**) – **DONE**
- Put a write-up on the website for Mike Garland (**S. Guine**)
- Can we have a special location on the website for all past members of the EC and an In Memoriam page? (**S. Guine**)

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- Remove and add names to the bank account to reflect our new Treasurer, Marek Barylak (**M. Barylak, S. Domazet, C. Volk**)
- Find out how much Florida would like to charge per person for their Banquet (**P. Gill**)
- Look into Sheraton discount by being a 501(c)(3) (**P. Landry**)
- Provide e-mail distribution list to Sonja Domazet (**B. Tarn**)
- Work with the director-at-large for their appointment letters if submitted ones have reached expiration (**S. Domazet**)