

## Engineer's Council Board meeting

August 13, 2024

In person: Stephen Guine (President), Jackie Zev (Secretary), Ken Davis, Sonja Domaset, Rudy Montalvo, Marek Barylak (Treasurer), Connor Davainis, Michael Yao (guest)

Online: Tom Tarn, Connor Reyes, Anthony Castellanis, Noelle Saccoccio (Vice President),

Meeting started 7:08

### Action items from the July Board meeting

Stephen to bring the CSUN program to the next board meeting for discussion

Stephen present the Engineers' Council to NG Space Leadership - started

Stephen to work on DS Leadership - started

Jackie to determine what the rules are for a quorum

Jackie to find out the requirements for Tech Trek Camp director and send to Stephen

### Action items from the June Board meeting

Sonja to update the nomination forms

Presenters to send any pictures of presenters with awardees to Stephen and Rudy –

Bob to look into whether the high school on the CSUN campus could be used for MathCounts

Stephen to fix the [rocket.com](http://rocket.com) email addresses

### Action items from emails between Board meetings

Stephen to add ITEA to the list of technical societies on the letterhead

### Action items from the May Board meeting

Sonja to send Marek the email notifications that were sent to JPL

Ken to send Marek a receipt for sending the Artemis rewards to Huntsville

Sonja to send Marek the contract for the Sheraton

Stephen to write an email that we can use to start soliciting ads and promoting next year's event

Stephen to write an article that we can use to promote the event

Everyone to send Stephen three companies that aren't on our list already

Marek to ask IEEE if they will contribute to Mathcounts

Stephen to add Paypal/Venmo Links to website for Donations

Stephen to create a private link for people to pay with a credit card

Stephen to send out the 70<sup>th</sup> logo options that he had drawn up

### Action items from the April Board meeting

Sonja to connect with Tom WRT printing the team certificate

Sonja to print the awards that need to be reprinted

Ken to reframe awards that need reframing

Sonja to ask Sheraton about a hospitality suite

Stephen to reach out the Hollywood Chamber of Commerce

Stephen to start with last year's VIPs

Sonja to follow up with Florida WRT charitable giving

### Action items from the March Board meeting

Marek to invoice Loyola Marymount (1 ticket)

Sonja to send list of volunteers that are not covered by a company to Marek

Marek to reimburse Sonja for Recchia engraving – Sonja to send Marek invoice first  
Stephen to ask the Sheraton to buy an ad  
Sonja to mention that the bar credit card acceptance was very slow to the Sheraton  
Stephen to reach out to VPs and nominators with links to the gallery, invitation to nominate or advertise for next year's banquet early  
Bob to meet with Eli to put together a grant proposal for the CSUN community engagement program for Mathcounts

**Action items from the February Board meeting**

Action: Marek to pick out a trophy we can give out in the future

**Action items from the October Board meeting that are still TBD**

Action: Stephen to "jazz up" website

**Action items from June meeting that are still TBD**

Action: Sonja to reprint Bing Bing Lee's award along with others from 2024

Minutes – accepted as sent out

Treasurer's report

CD matured, now not earning much.

Discussion about opening a new CD or a savings account that pays high interest

Discussion on Dr. Singh's email

**Action: Marek to locate old invoices for Dr. Singh and send them to Stephen**

**Action: Marek to update the "2024=\$7,191" cell**

Banquet

We officially kicked off the season early

Want to have the nomination forms done by Sept 1

Discussion on sending out the call for nominations early

Decided to send targeted emails with the call for nominations early

Discussion on audio/visual company

Sheraton has an event right before us

Event before us has a different company doing audio/visual than the one we use

The event before us has the same set up

If we use the company for the event before us it would only cost us \$5000,  
usually costs us \$10,000

Having an event right before us delayed the banquet two years ago

Most/all of the delay was due to audio/visual setup

Decided to use the company for the event before us (assuming the money is as stated)

Want to ask the Sheraton to throw in a suite for free

Discussion on the VIP room

We very much want one, but it is too expensive

Would like a suite for the after party – we spent \$600

We have to sell more ads – ads pay for the program

**Action: Stephen to create ad emails for the majors**

**Action: Stephen to create ad emails that can be sent to industry**

Michael offered to contact some companies

Discussion on selling business card size ads

Rejected as being too tacky

Discussion on putting the ads on the website

Sentiment was against it

Honors and awards

Ken mentioned that he is only in El Segundo for another 2 weeks

Sonja highly encouraged to submit the reprinting while he is still down there

Charitable Giving

15 of 16 awardees have cashed their checks

She has been emailed twice; hasn't responded.

Rudy thanked Ken for his donation balancing the Charitable giving budget

Mathcounts

Would like to find a sponsor for Mathcounts because it is growing

We spent about \$3400 on MathCounts this year

CSUN is not going to provide a room for free in 2025

**Action: Stephen to write a request for sponsorship letter**

**Action: Rudy to find out who the sponsors are for MathCounts**

**Action: Rudy to find out how National provides direction to local chapters)**

Tech Trek

AAUW is having their Tech Trek meeting where the girls talk about their experiences on Sept 21

**Action: Jackie to send out location and date of the AAUW SFV Tech Trek meeting**

Rudy to propose a budget at the Sept Board meeting

**Action: Rudy to send out budget before the Sept meeting**

Proposed that we to sell T-shirts at the banquet

Reluctance to do that at a classy event

**Action: Rudy to send Stephen email addresses of the 2024 scholarship winners**

Correspondence - none

Website / Facebook / email

LinkedIn

Do we have a profile on LinkedIn? No

Facebook

Discussion about Facebook - We should post more

Website

Stephen shared the revised ("jazzed" up) website

**Action: Stephen to reach out to other venues & ask them to send photos of past events**

Want to post photos of Mathcounts winners

Discussion on taking photos of MathCounts and the need for photo release

**Action: Rudy to ask MathCounts schools to send us team photos**

Stephen shared the logo for the 70<sup>th</sup> anniversary



Good and Welfare

Students told about their summer job experiences

Julia's Birthday is today

Jackie retired last Friday

Old Business

New Business

There is a new filing requirement called a BOI (Beneficial Owner Information)

It is due by the end of the year

We may not have to file, but if we do, the penalty for not filing is \$500/day (might be more)

**Action: Jackie to research whether we need to file the BOI**

Discussion on whether we are S-Corp or a C-Corp – not sure

Meeting adjourned at 9:20 pm