

Engineer's Council Board meeting  
November 11, 2025

In person: Stephen Guine (President), Jackie Zev (Secretary), Marek Barylak (Treasurer), Ken Davis, Sonja Domazet, Michael Yao, Chyrl Yeats

Online: Noelle Saccoccio (Vice President), Rudy Montalvo, Tom Tarn, Rob Vermeland, Connor Reyes

Meeting started 7:14 pm

*Reminder (delete this): Request to use strikethrough rather than green to indicate done items*

Action items from the past Board meeting

**Action items from the April 2024 Board meeting**

~~Sonja to connect with Tom WRT printing the team certificate - OBE~~

~~Ken to reframe awards that need reframing~~

Sonja to follow up with Florida WRT charitable giving

**Action items from the February 2025 Board meeting**

Stephen to write a letter to charities listed on letterhead requesting charitable giving support

**Action items from the April 2025 Board meeting**

~~Sonja to determine the cost of the AR Huntsville awards and the 2 spare AR project awards given in LA~~

~~Stephen to come up with wording about pre-purchasing tables the Org reps can use as soon as the call for nominations goes out~~

Stephen to start a scholarship awardee CRM database

**Action items from the May 2025 Board meeting**

Stephen to use scholarships to pitch companies to support the STEM educator award

Ken to send Stephen the history of the STEM educator award

Sonja to tell Chris that he should submit a letter from a society of which he is a member

**Action items from the August 2025 Board meeting**

Ken to send Stephen contact information for another Thank you

Noelle to propose a bylaws change to say that we should analyze our finances every year

Stephen to collaborate with Sonja about sending a call to major corporations

for early purchase of table, ads, and donations (to use this year's budget)

Stephen to contact Boeing – has letter written, needs names from Noelle; Noelle provided name

Stephen to make it possible for people to pay for and upload an ad using a website -deferred to 2026

~~Stephen to print the Team certificates that need to be printed – OBE~~

~~Stephen to put the map of the schools with scholarship recipients on the website~~

~~Stephen to send Christopher a PDF of one of the awards~~

**Action items from the September meeting**

Michael to contact vendors about buying ads in the program book

**Action items from the October meeting**

Marek to connect Paypal to the Bank account –

Marek to transfer funds from Paypal to Bank account  
Noelle to create Bylaws wording authorizing Student representatives

~~Michael to reach out to Ken wrt the Blevins award~~

Blevins mailed;

**Action: Michael to send the Blevins award with his name misspelled to Blevins**

He took care of all the other awards but three;

**Action: Michael to mail the Arizona award**

**Action: Sonja to deliver the two NG awards**

Marek to generate a chart like the one on page three but showing annual numbers

Marek to generate a prediction on banquet cost given a number of variables

~~Jackie to provide an inventory of frames~~ The frame inventory is 11x14 – 28; 12x16 – 4; 16x20 - 1

~~Sonja to send timeline in both Project and PDF formats~~

~~Jackie to create a graph of scholarships per year since 2019~~

~~Jackie to post video of the girls speaking to the AAUW SFV website~~

~~Jackie to add “Student reps” to the list of agenda items~~

Minutes – accepted as written

Treasurer’s report

**Action: Marek to break I-7 into components**

**Action: Marek to do a P&L over that last 12-15 years**

Student Reps

Completed all the interviews for all the students who reached out (four interviews)

None of the students particularly stood out

Most were Aerospace/Mechanical

All were interested in joining.

Going to follow up working with Conor; need to decide how many to bring on

Plan to have them introduce themselves at the Dec meeting

Also to work on a program to help develop their skills

Banquet

Call for Nominations went out today

Went over schedule

Jan 6 Banquet meeting is Zoom only

Projecting the number of tables

NGMS said 4 tables; invoice next year

NGAS said 4 tables;

Lockheed Martin - Rob said 8 or 9 – will do Skunk award

L3Harris: Tom thought about same as last year; so 8 or 9; Godard award TBD

Aeroenvironment – Michael expects 2; will have a solid answer next week

Discussion on whether Aerospace would participate

**Action: Jackie to ask Jonathan to ask Corrine at Sequoia Research whether she got the call for nominations and whether they would participate this year.**

Educator of the Year – want to reach out to the UC Davis astronaut (Stephen Robinson); Conor reached out but wasn't well enough connected to get traction. We would offer to nominate; we would then comp two tickets.

**Action: Conor to send Dean's, Department chair, and their admin's contact info to Stephen & Sonja;**

**Action: Conor to send Stephen Robinson's bio to Stephen & Sonja**

Discussion on making council nominations to try to draw companies in

**Action: Stephen to ping photographers**

**Action: Ken to double check the seal count**

Awards:

New design for Future Award presented – new design does not have a seal

Merit redesign in progress – Merit to still have a place for a seal

No plan to change project award design this year

Paper we have confidence in is Accent Opaque white 80lbs

[Amazon.com : Accent Opaque White 8.5" x 11" Cardstock Paper, 80lb, 216gsm – 250 Sheets \(1 Ream\) – Premium Smooth Heavy Cardstock, Printer Paper for Invitations, Cards, Menus, Business Cards – 131482R : Arts, Crafts & Sewing](#)

Ads

Discussion on the need for ads in the program – need 5 ads to break even

Afterparty

Stephen plans to call the Sheraton to ensure they don't give away our room for the afterparty

We should think about names of VIPs who might be a plus for us in coming years to invite

Charitable Giving

Budget:

Discussion on whether to do 15 schools at \$500 or 25 schools at \$300

Proposed that we do 25 schools at \$300; if we can get sponsorships, we bump it up to \$500

**Action: Stephen to draft a letter explaining that in addition to the check, EC scholarships represent an opportunity**

Correspondence –

Stephen got an email from the local SME chapter saying that they might submit a nomination

Website / Social Media / email

Email:

**Action: Jackie to update the Engineers' council email forwards**

Website

**Action: Stephen to add ability to sign up for ads to the webpage**

**Action: Stephen to add tiers of sponsorships to the webpage**

Lowest level should be at least 5 tables

Social Media

Stephen has plans to leverage social media to increase our visibility.

We will have our own LinkedIn page before the Banquet

Good and Welfare

Old Business:

New Business:

Stephen has started an “Engineers’ Council Operations manual”

Stephen reported that we got approved for non-profit status in

Chat GPT

Zoom

Adobe

Fiver – place to hire free-lance artists

Meeting adjourned at 10:11 pm

Next meeting: December 9, 2025