

Board of Directors Monthly Meeting Agenda

DATE: Wednesday	x	Jason Beaudet, PE (President)*	John Martin (NE - Director)
December 18th, 2013	x	Ted Setas, PE (Past President)*	Matt Low, PE (Teachers Awards)
6:30 p.m. to 8:30 p.m.	x	Dirk Grotenhuis, PE (President Elect)*	Ben Pratt, PE (Mathcounts)
		Vacant (Vice President)*	Bill Straub, PE (QBS Representative)
Location:		Corey Dietrich , EIT (Sec., Membership)*	Peter King, PE (Scholarship Chair)
CLD Consulting Engineers		Chuck Gregory, PE (Treasurer)*	Vacant (Joint Societies Chair)
540 Commercial Street	x	Roch Larochelle, PE (NH - Delegate)*	Vacant (Student Outreach)
Manchester, NH 03101	x	Gregg Comstock, PE (Director)*	
	x	Larry Dwyer, PE (Dir., E-Week Chair)*	
		Raymond Barrett, Jr. PhD, PE (Director)*	
<i>*Voting Board Member</i>	x	Julie Whitmore, PE (Director)*	

Note: Craig Musselman attended the meeting to discuss National Award Nomination Endorsement and National Licensure issues. Two important voting items also needed to be addressed. These items were discussed first, then the meeting progressed following the agenda. Roch needed to leave early, so the meeting again broke from the agenda to address Roch's concerns/items. The minutes follow the agenda with the exception of the National Licensure discussion and important voting items, which are discussed first.

National Licensure

- Craig discussed the issue of early taking of the PE exam
 - NHSPE is interested in further discussion with NH Joint Board regarding this issue and the veterans licensure legislation

Voting Items

- Northeast Regional Section has 2 voting items:
 1. Candidates for election
 - a. NE Regional Managing Director – David Diamico (re-election)
 - b. Secretary – Kenneth Skinger (re-election)
 - c. Candidate Screening Committee – Russell Martin
 - Larry motioned to approve candidates
 - Ted seconded
 - Unanimous approval
 - Jay to fax ballot before 1/15/14
 2. Extend term of Regional Manager and Regional Secretary from 1 year to 2 years, effective next term
 - Larry motioned to approve change in term
 - Roch seconded
 - All approved

OLD BUSINESS

- November 20, 2013 BOD meeting minutes approval (Corey) – **Voting Item**
 - Minutes to be approved at a later date, pending additional information

NEW BUSINESS

1. **Treasure's Report (Jay reported, Chuck did not attend)**

- Acceptance of Treasurers Report
 - Jay gave a general overview of the organizations treasurers report.
 - Chuck is still trying to separate the JES and NHSPE finance accounts. Jay will check in with Chuck on progress of this issue.
 - Greg will follow-up with Ben regarding state of account for and budget for MATHCOUNTS
 - Still waiting on complete expenditures from Northeast Regional Conference

2. *Society Governance*

- Observer Issue (Ted) - December 20th
 - a. Articles
 - Articles completed
 - To be posted to website
 - Next Observer after E-week
 - Ted is going to create a list of articles and different authors
 - b. Advertising
 - Ted will continue to request advertisements
- Webmaster Status
 - a. E-mail account service charges update
 - Two e-mail addresses retained: info@nhspe.org and treasurer@nhspe.org
 - info@ will include aliases at no additional fee
 - Adding and deleting aliases is free
 - No net savings by reducing number of aliases due to a service change
 - b. Webmaster task list update
 - Josh to provide list of typical duties.
 - Website costs are down this, Chuck will confirm
 - c. Potential candidates
 - Reminder: next webmaster should be a member of the board, holding a state director position
 - Jay reminded the board to look for potential candidates

3. *Professional Development and Continuing Education*

- Upcoming Meetings
 - a. January – Northern Pass, 1/23/14, 5:30, Fratellos
 - 16 currently registered
 - 40 required to avoid \$300 room charge, however the room can be changed if it is still available to avoid the fee
 - CLD to provide A/V equipment
 - 35+ attendance will make the meeting profitable
 - b. February – E-week, 2/20/14, 2:00, SERESC
 - Seeking sponsors
 - December tasks
 - e-mails to disseminate registration information
 - Distribute letters to special guests
 - Obtain Governor’s Proclamation
 - Ted to reach out more for EOY and YEOY nominations
 - c. June – Annual Joint meeting with VTPE, 6/10/14, 5:30, Quechee Inn
 - Set for Quechee
 - National representative attendance confirmed, but not yet identified
- New meeting ideas
 - a. Need ideas for March, April, and May!
 - b. Jay has a potential contact for spring
 - c. New PE Dinner – usually ethics topic, may consider having EOY and YEOY speak like 2013
 - d. UNH Stormwater (Fall 2014?)
 - e. Jetboil, 3d printing, Next Step Bionics (Greg to contact, maybe May?)

4. *Public Image and Student Outreach*

- MATHCOUNTS (Ben /Gregg)
 - 48 schools currently registered
 - Ben reached out to DYN, but has not received any response
- Teacher’s Award (Matt L.)
 - Jay provided update
 - No change in applicants

- Information provided to constant contact
- Matt will look into Joint Society for funding
- NHSPE John Alger Memorial Scholarship (Pete)
 - Peter King is stepping down as the scholarship chair
 - Larry and Dirk will work with Fred Douglas (ASCE) to distribute scholarship information to schools
 - Changes will not be made to grading format until next year
- New Hampshire Science and Engineering Exposition (NHSEE) (Corey/Julie)
 - NHSEE did not receive grant from NH Charitable
 - The organization is looking for more funding. Larry suggested NHSPE could potentially fund prize money. Julie to obtain prize amount from NHSEE
 - Event is March 20th.
 - Organization is looking to grow, attract more teachers and students, increase funding, and provide training for teachers on proper scientific independent study procedures

5. Government Affairs

- Roch mentioned the need to fill the Vice President position on the board
 - Roch suggests we start scouting for potential VP's immediately
 - Suggested looking to past Presidents from other societies
 - If position is not filled, the Board may consider holding office of President for an additional term

6. State Society Collaboration

- NHJES
 - George Fredette taking over leadership of NHJES
 - Larry to attend next meeting (12/19/2013)
- E-Week (Larry)
 - Larry and others (Ted, Greg, Jay, Dirk, and Julie) seeking sponsors
 - Need to contact sponsors by 1/15/2013
 - Larry to send out exhibitor's form and registration form (not yet available on website)

7. Membership

- Membership report
 - Up 1 member
 - 6 months free no longer offered
- Member Campaign
 - Trifold and letters will be sent after 1/1/2014 to new PE's over last 2 years (~112)
 - Jay to review letter to new PE's
 - New PE's from October's exam should be available, too
 - National will reimburse expense incurred for letter distribution, up to \$2000
 - Any remaining funds from reimbursement will be used to distribute postcards to about 1700 PE's that are not current NHSPE members

8. National/Regional & Other Issues

- State Delegate Report
 - Roch distributed new legislative tracking tool
 - Looks to be a useful tool, but someone needs to review it regularly
 - Roch suggested Paul should be approached about it, since he is nationally involved with the L&QP committee and based on his interest in legislative affairs
- Regional Meeting
 - Jay and Dirk attended
 - Left early due to storm, saved money by not staying Saturday night
 - Membership throughout region appears to be flat, which is consistent with NH
 - Next Regional Meeting location and time not yet set
- National Award Nominee Endorsement
 - RISPE would like to nominate Larry Smith for NSPE award
 - Craig Musselman provided an overview of Larry's career and extensive society involvements
 - Craig explained nomination requirements
 - At least 3 state nominations are required and they must be from more than one region
 - Current nominations include RI and SC
 - RISPE is seeking nomination from NH and potentially MD
 - Jay motioned to nominate Larry Smith for NSPE award
 - Dirk seconded

- All approved
- EOY/YEOY
 - Nomination packages due 1/8/2014
 - Still trying to drum up interest
- Other
 - UNH will be offering CE courses online
 - UNH wants to work with NHSPE to distribute information to members
 - NHSPE will send information to members on behalf of UNH
 - Not much information at this point (no course descriptions, times, etc.)

Meeting end: 8:30pm