

**New Hampshire Society of Professional Engineers  
Board of Directors  
Meeting Minutes**

**Date:** December 10, 2003

**Meeting Location:** The Turner Group  
Concord, New Hampshire

**Members Present:**

Joe Ducharme	Bill Straub
Roch Larochelle	Erin Darrow
Mike DelloIacono	Dave Eckman
Paul Schmidt	Ben Pratt
Dan Hudson	George Fredette
John Alger	

**Summary of Action Items:**

- Mike DelloIacono will bring in examples of promotional materials, specifically mugs, and provide cost estimates.
- *Observer* Articles, please note that the deadline is January 5th:
  - Joe Ducharme: will submit a President's Update article.
  - Robert Couture will submit an article summarizing the Highlander Inn dinner meeting presentation about the Manchester Airport.
  - George Fredette: will write an article about National Engineers Week events, including: EOY/YEOY, the banquet and the exhibit.
  - Erin Darrow: will write an article about the Secretary of the Interior's Standards for the treatment of historic properties.
  - Dan Hudson: will submit an article about the plans for a Math and Science Teachers Awards Program.
  - Bill Straub: will write about the upcoming membership meeting at UNH and about the October 2003 NHSPE outreach effort at UNH.
  - John Alger: will write a Legislative Report
  - Matt Purcell: will write an article about the Enterprise Program
  - Holly Clark: will submit an article about life membership.
  - Roch Larochelle will submit an article about the upcoming 2005 regional meeting sponsored by NHSPE.
- Roch Larochelle will coordinate the speaker for the March Meeting.
- Paul Schmidt and Roch Larochelle will be attending the National Meeting in Washington, D.C., in January.
- George Fredette will coordinate and confirm the date for our banquet. He will see if we can change the date of our reservation to February 26<sup>th</sup>.

- George Fredette will confirm the speaker for the Engineers Week Banquet, who is likely to be Debbie Douglas.
- Roch Larochelle and Erin Darrow will create public announcements for the Engineers Week Mall Events.
- Ben Pratt will order NHSPE MATHCOUNTS pins.
- We will continue to solicit funds to support MATHCOUNTS.
- Roch will be sending a letter out to all schools in New Hampshire about the scholarship program, including applications.
- Bill Straub will compile Craig Musselman's nomination package, which is due to National by January 1<sup>st</sup>, 2004.

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*From approximately 6:15 until 7:00 pm, Paul Ossebruggen gave a presentation about his proposal for a continuing education seminar. He provided handouts and is looking for support and feedback.*

**At 7:00 pm, B. Straub made a motion to open the meeting, seconded by J. Alger. The motion carried unanimously.**

#### **Minutes review from October 8, 2003 meeting**

Bill Straub made a motion to accept the minutes as submitted, seconded by Paul Schmidt. The motion carried unanimously.

#### **Minutes review from November 11, 2003 meeting**

Bill Straub made a motion to accept the minutes as submitted, seconded by Paul Schmidt. The motion carried unanimously.

#### **Promote Professional Development and Education**

Summary of November Membership Meeting – Bill Straub

Bill Straub wrote a thank-you letter to Rich Fixler, the speaker from the Manchester Airport department of planning. \$150 was earned from the raffle to be donated to the scholarship fund.

#### **Other Issues**

##### **NHSPE Promotional Materials**

Joe Ducharme suggested that we consider getting some sort of “token” representing NHSPE – like a mug, pens, t-shirt, mouse pad, etc. This could be something that can be sold at membership meetings, and given to speakers to express our appreciation. J Maze Design can provide a variety of products.

##### ***ACTION:***

Mike DelloIacono will bring in examples of promotional materials, specifically mugs, and provide cost estimates.

#### **Provide Membership Level which enhances NHSPE's viability as an organization**

Membership Update

There has not been much change in membership since the last Board of Directors meeting.

January issue of *The Observer*

The upcoming issue of *The Observer* will have the following articles:

**ACTION:**

- Joe Ducharme: will submit a President's Update article.
- Robert Couture will submit an article summarizing the Highlander Inn dinner meeting presentation about the Manchester Airport.
- George Fredette: will write an article about National Engineers Week events, including: EOY/YEOY, the banquet and the exhibit.
- Erin Darrow: will write an article about the Secretary of the Interior's Standards for the treatment of historic properties.
- Dan Hudson: will submit an article about the plans for a Math and Science Teachers Awards Program.
- Bill Straub: will write about the upcoming membership meeting at UNH and about the October 2003 NHSPE outreach effort at UNH.
- John Alger: will write a Legislative Report
- Matt Purcell: will write an article about the Enterprise Program
- Holly Clark: will submit an article about life membership.
- Roch Larochelle will submit an article about the upcoming 2005 regional meeting sponsored by NHSPE.

The firm deadline for this issue is January 5<sup>th</sup>.

Dan Hudson is changing our contract with advertisers to say "four issues" instead of "one year."

**January Membership Meeting – Bill Straub**

The January membership meeting is scheduled for Thursday, January 29<sup>th</sup>, 2004, at UNH, in the Oak Room at Huddleston Hall. The speaker will be Taylor Eighmy, Ph.D., who is part of the Civil Engineer Department's research group and will talk about using recycled materials in construction. We will again offer the \$15 student rate.

**March Membership Meeting – Roch Larochelle**

So far we have two options for the March meeting, to be held the third week in March, with a topic to focus on the recent blackouts:

- Dennis Mullen, PE, is the Systems Operations Manager for PSNH. Mr. Mullen is an electrical engineer, and would also invite IEEE to this dinner talk. He could also provide a tour of the PSNH facility at the renovated mill yard building(s) in Manchester.
- Michael Ahern is the Director of Distribution Engineering for New England Utilities.

After some discussion, the board reached a consensus that Dennis Mullen would probably be the most appropriate speaker for this talk, and it would provide an excellent opportunity to network with the New Hampshire Electrical Engineering community.

**ACTION:**

Roch Larochelle will coordinate the speaker for the March Meeting.

### **Maintain a Workable and Effective Organizational Structure**

#### **Treasurer's Report**

Dave Eckman distributed financial statement reports to the Board. The MATHCOUNTS and Educational Fund will be reported quarterly from now on. He is planning on opening another account for the Math and Science Teacher Award Program fund.

#### **Secretary's Report**

Erin Darrow provided copies of pertinent NSPE/NHSPE correspondence for the Board members to review.

#### **National Update – Joe Ducharme**

Nationally, membership is a primary focus as the number of members in NSPE has been declining in recent years. National is strongly encouraging the get-a-member campaign to maintain and increase membership.

National is also looking at streamlining the organization to save money and help it run more efficiently.

#### ***ACTION:***

Paul Schmidt and Roch Larochelle will be attending the National Meeting in Washington, D.C., in January.

#### **Regional Update – Joe Ducharme**

Joe Ducharme received an email about candidates for the Vice-President of the Northeast Region.

### **Be involved in Government Affairs as they Relate to Professional Engineering Issues**

#### **Legislative Update – John Alger**

John Alger went to Nashville, Tennessee, to speak on a panel of engineers about Engineers in Government at the American Society of Civil Engineers annual National Conference.

Potential upcoming bills:

- State Code of Ethics
- Testing for Senior Citizens' drivers licenses (note: right now, at the age of 75, one already must take a test in order to renew their drivers license)
- School Funding
- A New Hampshire Procurement Commission Bill. This is something that Texas already does.

John Alger also reported that since New Hampshire Supreme Court Justice Brock retired, New Hampshire is looking for a qualified candidate to appoint as a judge to fill this new vacancy. John is interested in appointing an Engineer in this position, so please contact him if you know of any potential candidates.

### **Promote the Ethical Practice of Engineering**

#### **Use of the word "Engineering" in a Company's Name**

Joe Ducharme inquired about what a company must do in order to use the word "Engineering" in their name. In order to use the word "engineering," there must be a licensed P.E. working for the subject company.

### **Maintain On-going Effective Relationships with Other Engineering Organizations in the State**

#### **Quality-Based-Selection (QBS) Coalition Update – Paul Schmidt**

Paul Schmidt reported that there has not been any action to report.

#### **Engineers of the Year Nomination**

General Discussion.

#### **Engineers Week Banquet – George Fredette**

The National Engineer's Week Banquet Day is February 26<sup>th</sup> according to the NSPE calendar; however, the Center of New Hampshire reservation for the NHSPE Engineer's Week banquet is for February 19<sup>th</sup>.

#### ***ACTION:***

George Fredette will coordinate and confirm the date for our banquet. He will see if we can change the date of our reservation to February 26<sup>th</sup>.

George Fredette will also confirm the speaker for the Banquet, who is likely to be Debbie Douglas.

#### **Engineers Week Mall Events – Roch Larochelle**

The Mall Exhibition is scheduled for February 22<sup>nd</sup> – 26<sup>th</sup>. Roch Larochelle is working on a public announcement for this event. Erin Darrow will be coordinating the Zoom into Engineering event, scheduled for Saturday, February 22<sup>nd</sup>. Bob Henry from UNH is likely to also hold a bridge-testing competition on the 22<sup>nd</sup> at the Exhibit as well.

#### ***ACTION:***

Roch Larochelle and Erin Darrow will create public announcements for the Engineers Week Mall Events.

### **Strengthen the Public Image of Professional Engineers in the State**

#### **MATHCOUNTS Report – Ben Pratt**

Ben Pratt reported that the deadline for schools to register for this program has changed to 12/29/03 from 12/12/03. The informational packets have been sent out to all of the middle schools in New Hampshire by National, who is coordinating school registrations this year for the first time. It will be January 2004 before we have a complete list of schools.

Every year, NHSPE give pins to participants in the MATHCOUNTS program. Since we are out of pins, we need to order more. Bill Straub made a motion to authorize the purchase of pins at a cost of \$500, seconded by Roch Larochelle. The motion carried unanimously.

Ben Pratt also reported that we are facing some fund-raising challenges as some of our larger sponsors in the past no longer contribute to MATHCOUNTS.

***ACTION:***

Ben Pratt will order NHSPE MATHCOUNTS pins.

We will continue to solicit funds to support MATHCOUNTS.

**NHSPE Scholarship Report – Roch Larochelle**

Roch sent our letters to solicit donations for our scholarship fund in November. He sent out 580 forms.

There was general discussion regarding the coordination of fund-raising efforts for MATHCOUNTS and the Scholarship Program, specifically about the target audience and timing.

***ACTION:***

Roch will be sending a letter out to all schools in New Hampshire about the scholarship program, including applications.

**Update on Math & Science Teachers Awards Program – Dan Hudson**

Joe Ducharme provided a letter from UNH in support of this program, and a pledge to donate \$500 per year to these efforts. This letter also indicated that UNH currently support other programs of a similar nature. Dan Hudson reported that there will be no awards given this year, but will start next year.

**Other Issues**

**Fellow Members**

Bill Straub suggested that NHSPE nominates a Fellow Member to NSPE every year, as that is what we are allowed to do. It is a great opportunity to recognize the efforts and contributions of our membership. Bill Straub made a motion to nominate Craig Musselman as a Fellow Member this year, seconded by Joe Ducharme. The motion carried unanimously.

***ACTION:***

Bill Straub will compile Craig Musselman's nomination package, which is due to National by January 1<sup>st</sup>, 2004.

**Next Meeting**

The next Board of Directors meeting will be held Wednesday, January 14, 2004, at the Concord office of the H.L. Turner Group.

*Bill Straub made a motion to adjourn at 9:30 pm, seconded by Paul Schmidt. The motion carried unanimously. The meeting adjourned at 9:30 PM.*

*Ρεσπεχτιφουλψ Συβμιττεδ, Εριν Δαρρω, Ε.Ι.Τ.*