

**New Hampshire Society of Professional Engineers
Board of Director's Meeting Minutes
Thursday, November 13, 2003
Highlander Inn**

Meeting attendees

Robert Couture	Dave Eckman (P)	Roch Larochelle
Holly Clark (P)	George Fredette (P)	Matt Purcell
Joe Ducharme	Dan Hudson	Bill Straub

(P) indicates left early or arrived late.

An abbreviated meeting was held at the Highlander Inn prior to the NHSPE November Dinner Meeting. Joe Ducharme called the meeting to order at 5:05 pm. A summary of the items discussed is presented below.

Engineer's Week Banquet Update

George Fredette provided handouts and summarized ongoing preparations for the February 2004 Engineer's Week Banquet.

- The contract with the hotel was signed in July.
- George plans to once again enter into a contract with Jen Pelletier for her help in organizing the event as she has done in previous years.
- Possible speakers were discussed with the board members agreeing that this item needs to be finalized at the December 2003 board of directors (BOD) meeting. Actions were assigned to allow the board to finalize this decision in December.
- George Fredette will get the engineering week registration material to Mike Delloiaccono so that it can be placed onto the NHSPE website.
- A discussion concerning possible NHSPE nominations for Engineer of the Year (EOY) and Young Engineer of the Year (YEOY) was held.

ACTION: Prior to the December BOD meeting, George Fredette will contact Debbie Douglas to determine her availability as a speaker for the banquet. (Curator of Science and Technology at MIT Museum)

ACTION: Prior to the December BOD meeting, George Fredette will contact Steve Taylor to determine his availability as a speaker for the banquet. (NH Agriculture Commissioner)

ACTION: George Fredette will get the engineering week registration material to Mike Delloiaccono so that it can be placed onto the NHSPE website.

ACTION: Prior to the December BOD meeting, Joe Ducharme will contact Senator John Sununu to determine his availability as a speaker for the banquet.

Legislative Update

John Alger was not able to attend the meeting but provided a brief update by e-mail. There were no specific items flagged as being of interest to the NHSPE board of directors.

Report on the October 2003 Regional Meeting

- Dan Hudson and Roch Larochelle represented NHSPE at the October regional meeting.
- NHSPE will host the 2005 regional meeting. Board members felt that the Sheraton in Portsmouth would be a good location to host this meeting. Joe Ducharme stated that the planning for this meeting needed to start early in order to be successful. He recommended that the topic stay “on the radar screen” and that the board look into possibly forming a subcommittee and starting to organize this event after the February 2004 engineering week activities were concluded.
- Roch Larochelle raised the topic of using sponsors and/or exhibitors as part of the NHSPE planning for the 2005 regional meeting. Board members generally felt that this could be pursued if it was of benefit.

Enterprise Program

Matt Purcell updated the board members on his efforts to promote the Enterprise program in New Hampshire. He has been soliciting target businesses and has one company requesting a presentation for their company board. Matt is working to finalize the presentation for the company board and also requested support from any other NHSPE board member available on December 3rd to help him with the presentation. Matt plans to send out his presentation to the NHSPE board for their information and review.

ACTION: Matt Purcell will send out his planned presentation electronically to NHSPE board members for their information and review.

ACTION: Any NHSPE board member available to help Matt with an Enterprise Program presentation on the morning of December 3rd should contact Matt Purcell as soon as possible.

Observer Report

Plans for upcoming Observer issues are as follows. The next issue of the Observer will have a deadline of January 15 for submission of articles to Dan Hudson. Another issue is planned for the April time frame with a final issue to be mailed in late May or early June after the annual meeting. The transition of responsibilities from Joe Ducharme/Paul Schmidt to Dan Hudson as the NHSPE Observer coordinator is continuing so all article authors are asked to send the items directly to Dan Hudson. The January issue should be able to announce the winners of EOY and YEOY, discuss engineering week specifics, and details on the February mall display. The following specific assignments were made for the January issue (articles due to Dan Hudson by January 15, 2004):

- ACTION: Joe Ducharme will submit a President's Update article.
- ACTION: Robert Couture will submit an article summarizing the Highlander Inn dinner meeting presentation on the Manchester Airport.
- ACTION: Bill Straub will submit an article on the October 2003 NHSPE outreach effort at UNH.
- ACTION: Erin Darrow will submit an article on historic structure preservation.
- ACTION: Dan Hudson will submit an article on the plans for a Math and Science Teachers Award program.
- ACTION: John Alger will submit an article on legislative issues.
- ACTION: Holly Clark will submit an article on life membership.
- ACTION: Roch Larochelle will submit an article on the upcoming 2005 regional meeting sponsored by NHSPE.

January 2004 NSPE National Meeting

Paul Schmidt and Roch Larochelle will be representing NHSPE at the upcoming 2004 NSPE national meeting.

January 2004 NHSPE Membership Dinner Meeting

Bill Straub is planning the details of this meeting which will include a presentation on building with recycled materials. As part of this discussion, board members agreed upon the desirability of sending "extra" copies of the January Observer to the UNH Associate Dean, Robert Henry, for use by UNH students.

- ACTION: Bill Straub will inform the board of the finalized January meeting location and date.

March 2004 NHSPE Membership Dinner Meeting

This presentation for this meeting is planned as a discussion of the August 2003 blackout. A speaker is being sought for this topic.

- ACTION: Robert Couture will contact Michael F. Ahern PE to determine his availability as a speaker. (Director of Distribution Engineering for Northeast Utilities)
- ACTION: Roch Larochelle will also contact Dennis Mullen (PSNH) regarding his availability as speaker.

NHSPE Scholarship Report

Roch Larochelle reported that solicitation letters requesting donations to the NHSPE scholarship fund have been mailed out. In early December, the school application packages will be sent out.

Update on Math and Science Teachers Award Program

Dan Hudson provided a draft version of a document discussing a proposed set-up for this program. As part of the discussion on this issue, Dan offered a motion for NHSPE to fund a stipend/award not to exceed \$1000 per year as part of this program. The motion was seconded by Bill Straub. Joe Ducharme asked for a vote and the motion passed.

Treasurer's Report

Dave Eckman did not have a formal report but stated that this is a slow time of the year for NHSPE financially.

December NHSPE Board of Director's Meeting

Due to the planned participation of northeast regional NSPE member(s), the meeting date for the December NHSPE BOD meeting will be finalized by Joe Ducharme. Potential dates are December 3rd or the usual second Wednesday of the month which would be December 10th.

ACTION: Joe Ducharme to finalize the location, date, and time of the December 2003 NHSPE meeting.

Meeting Adjourned

Joe Ducharme adjourned the meeting at 6:10 pm.

Respectfully submitted,

Robert L. Couture P.E.
NHSPE State Director