

**New Hampshire Society of Professional Engineers
Board of Director's Meeting Minutes
Wednesday, September 15, 2004
H.L. Turner Group Concord Offices**

Meeting attendees

John Alger P.E.	Holly Clark EIT	Dan Hudson P.E.
Jim Barrett P.E.	Joe Ducharme P.E.	Roch Larochelle P.E.
Robert Couture P.E.	Larry Dwyer P.E.	Paul Schmidt P.E.

Paul Schmidt called the meeting to order at 6:20 pm. A summary of the items discussed is presented below.

Thanks to Joe Ducharme for Last Year's Leadership as NHSPE President

Paul Schmidt started out the meeting by thanking Joe Ducharme for his leadership as NHSPE president during the preceding year.

Introductions

Paul Schmidt asked meeting attendees to introduce themselves to make sure that everyone knew each other's name and position in NHSPE.

Review of the March 2004 Board of Director's Meeting

Paul Schmidt researched and found that the last formal NHSPE board meeting from last year was in March 2004 and that those meeting minutes needed to be reviewed and approved by the board. Paul asked for any comments on the March minutes.

Roch Larochelle motioned to accept the minutes as submitted and Dan Hudson seconded the motion. The motion was approved. The March 2004 Board of Director's meeting minutes were accepted as submitted.

Enterprise Program

Matt Purcell was not able to attend this meeting so no specific update was available. Paul Schmidt indicated that Matt was willing to continue with his efforts in this area.

Secretary's Report

Erin Darrow was not able to attend so no specific update was presented for the Secretary's Report.

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Observer Report

Dan Hudson reported that the most recent issue of the Observer was sent out in August. The next Observer is scheduled for the October/November time frame. The following were discussed as potential articles for the next issue:

- Paul Schmidt – Trip to NSPE national meeting
- Paul Schmidt – Message from the president
- NHSPE fall meeting
- Calendar of events
- John Alger – Legislative update
- Ben Pratt – MATHCOUNTS update
- Roch Larochelle – Scholarship update
- Holly Clark – Membership update
- Dan Hudson – Math and Science Teachers Award update
- Roch Larochelle – Contact New Hampshire PE board to see if they have any general interest (biography of members?) items that would be interested in putting in the Observer
- Joe Ducharme – contact other NH engineering societies to see if any mutually beneficial items could be placed into the Observer

Dan stated that the deadline for article to be submitted to him for the next Observer was October 15.

Membership Meeting – Fall (October/November)

The following were discussed as possible Fall meeting topics for a general NHSPE meeting:

- Meeting with Senator Sununu as a speaker
Joe Ducharme stated that he had been trading voice mails with the contact person in Senator Sununu's office. He believed that the possibility of getting the senator for a dinner meeting in the third or fourth week of October was good. Joe will keep the board updated on his progress.
- Meeting at UNH (Kingsbury Hall construction update or UNH Master Plan)
Paul Schmidt stated his opinion that NHSPE should plan on having one general membership meeting at UNH. Bill Straub has offered to follow-up on the possibility of arranging a general membership meeting at UNH.

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- Cosponsored meeting with ASCE (future licensure requirements)
Paul Schmidt discussed the possibility of holding a dinner meeting with ASCE. Former New Hampshire PE board members could speak on this issue. A discussion followed with the NHSPE board members about the perceived level of interest in the general membership to attend a dinner meeting on this topic. No specific consensus was reached. At the end of the discussion, Joe Ducharme suggested that this topic might be better suited for the NHSPE New PE Dinner held in the April time frame.
- John Alger suggested the possibility of inviting a retired FBI agent as a dinner speaker.
- Holly Clark suggested the possibility of having the former Old Man of the Mountain caretaker as a dinner speaker.

Membership Initiatives

Paul Schmidt introduced this topic by stating his belief that the NHSPE board members should champion the effort to get new members by making a personal contact to get one new member to join. Follow-up discussion involved getting a formal follow-up for contacting members that are listed as dropped on monthly updates received from NSPE. Paul Schmidt asked Holly Clark to make the monthly list of “dropped” members available to the board so that a board member could be designated to follow-up with a phone call asking about the reasons for letting membership drop and encouraging the member to renew. This board member would then report back to the NHSPE board with the results.

Holly Clark stated that NHSPE membership was currently at 186. She noted that since June 4 new members have joined, 1 student member and 3 non-licensed general members.

Holly also stated that she would review the NSPE tool kit for membership recruitment and select those items more appropriate for a smaller state society such as NHSPE. Some of the items in the tool kit are more appropriate for larger state societies and would not be practical for NHSPE. Holly will report back to the board on her efforts in this area.

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Young Engineer's Advisory Council (YEAC)

Erin Darrow is NHSPE's representative to the YEAC. Paul Schmidt noted that the upcoming NSPE northeast meeting, to be held in Philadelphia, in October had YEAC activities on the agenda. Paul recommended that the board consider paying for Erin's travel to allow her to participate in the YEAC items (Erin had expressed an interest in going for this purpose). Typically, the president and president elect also attend this meeting. After a brief discussion, Robert Couture made the motion to pay Paul Schmidt, Roch Larochelle, and Erin Darrow's travel expenses to attend the upcoming NSPE northeast regional meeting and Dan Hudson seconded the motion. The motion was approved.

NHSPE Promotional Materials

Joe Ducharme stated that he did not have an update for the board at this time. He is looking at possible options to include obtaining logos from NSPE. Joe will report back to the board at the next meeting.

Treasurer's Report

Dave Eckman was not able to attend the meeting. Paul Schmidt stated that he would e-mail the treasurer's report to board members once he receives it. A full treasurer's report will be presented to the board at the next meeting in October.

Education and MATHCOUNTS Fund

Dave Eckman was not able to attend the meeting. Paul Schmidt stated that the rules for these funds required a "meeting" of the board of directors for these funds. Paul will contact Dave Eckman to obtain details and arrange for this meeting to be held.

NHSPE Website

Mike DelloIaccono was not able to attend the meeting. A general discussion was held about the need for timely updates to the NHSPE web site with a few examples presented of items previously identified for correction that were still not corrected. The board agreed that a single board member should take the responsibility for being the point of contact to officially notify Mike DelloIaccono what was wrong and how it should be corrected. Dan Hudson volunteered to be the board's point of contact for NHSPE web site updates. Board members should contact Dan to notify him of items needing correction and what the corrected information should be (e-mails are preferred when contacting Dan with this information).

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List of Officers/Committee Members

Paul Schmidt will take the responsibility for update of this list.

National Update

Paul Schmidt gave a brief update to the board of his attendance at the last NSPE national meeting held in Hawaii this past July.

Paul also discussed that NSPE regional representative Brad Aldrich wishes to visit with NHSPE some time this year. Board members discussed if Brad's visit should be planned for a board meeting or as part of a general membership meeting. The consensus reached was that Brad should be invited to attend an upcoming NHSPE board of director's meeting. Paul Schmidt will make the necessary arrangements with Brad.

Legislative Update

John Alger started off by reviewing the low voter turnout in New Hampshire for the recent primary elections. He asked for a show of hand from the board members as to 1) who was aware of the primary elections, and 2) who voted in the primaries.

John then presented general time line for new bills to be introduced into the upcoming NH legislative session. No specific bills were presented for consideration by the board.

John concluded by making the board members aware of recent NH DES activities in the area of Total Maximum Daily Load (TMDL) classification for NH lakes. A general discussion followed as to the intent of this classification by NH DES and the potential impacts that it could have on any projects that would discharge water to any lakes affected by this classification.

Paul Schmidt mentioned that the New Hampshire PE board may be looking at potential changes to the laws concerning reciprocity as well as other items considered "cleanup". No specifics were available.

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UNH Engineering Without License

Joe Ducharme update the board on recent activities between NHSPE board members and UNH administrators and professors in the area of student projects perceived as going beyond expected bounds without the necessary oversight by a licensed PE. This presents concerns in terms of compromising public safety and teaching the wrong message to students about how to practice engineering. A recent meeting held in August between NHSPE representatives (Joe Ducharme, Paul Schmidt, Bill Straub, and Robert Couture) and UNH was a positive meeting and ended in the mutual agreement of future actions to be taken by UNH and the offer of assistance from NHSPE in area such as review of student projects. The UNH representatives stated that the expectation was that disclaimers and appropriate limits would be placed on all student projects but that this may not be enforced by all professors. They will take action and notify NHSPE of their actions. NHSPE's goals in this are to ensure that the appropriate controls are in place for student projects as well as to explore options for additional outreach activities to UNH students.

QBS Coalition

Paul Schmidt reported that there had not been any recent activity in this area.

Engineer's Week Banquet Update

George Fredette was not able to attend the meeting. Paul Schmidt stated that George had already made arrangements for an Engineer's Banquet speaker and confirmed that the date for this event was February 24, 2005.

2005 Regional Meeting

New Hampshire is the host state society for the upcoming October 2005 NSPE northeast regional meeting. A committee consisting of Paul Schmidt, Joe Ducharme, Bill Straub, Roch Laroche, and Matt Purcell has already begun the process of planning for this meeting. The Sheraton in Portsmouth has already been arranged. General expectation is that between 40 to 60 people should show up for this meeting. It was stressed that in the upcoming months, many other people would be needed to help make this event a success.

Coordination With Other Society Initiatives

Joe Ducharme intends to follow this issue over the upcoming year. He is interested in sharing NHSPE themes with other state engineering societies and exploring options for mutually beneficial items such as shared dinner meetings and other activities.

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Engineering Week Events

As a follow-up from earlier discussions, Roch Larochelle led a discussion about the future NHSPE public outreach activities during Engineer's Week. Specifically, the desirability of continuing on with the mall display was discussed. Based on the overhead involved with coordinating and staffing this display, and the perceived view that the display may be getting "stale", it might be a good opportunity to explore other options in place of the mall display. The discussion that followed covered many topics such as the support for the ZOOM into Engineering hands on activities, possibility of only a one day mall type display exhibit, soliciting NHSPE members to setup Engineering related displays at their local libraries, inviting interested student (with the parent's permission) to shadow an engineer for a day, as possible alternate activities. Roch concluded the discussion by stating that he was looking to pass along the "mantle" for the engineering week activities to a new person and that person would have the opportunity to redirect the activities as deemed appropriate. The topic will be discussed again at upcoming NHSPE board meetings.

As part of this discussion concerning having a student shadow an engineer for a day, Jim Barrett mentioned that a student that had shadowed him for a day had sent along her write-up of the experience to him. The board discussed that this write-up might be a good addition to the upcoming Observer article to help generate NHSPE member interest in involving students in engineering. Jim Barrett will follow-up with the student and parents to see if including this write-up in the upcoming Observer would be acceptable.

MATHCOUNTS

Ben Pratt was not able to attend the meeting. Paul Schmidt reported that MATHCOUNT packages had been send out to schools.

NHSPE Scholarship Report

Roch Larochelle reviewed the program status for last year – namely that three \$1000 scholarships had been awarded by NHSPE and that the effort is supported financially by NH companies, raffles at NHSPE dinner meetings, and contributions from individuals. He has put together a binder on oversight and management of the scholarship program and is looking for another person to head up this effort in the future. Larry Dwyer expressed a possible interest in taking over this responsibility and will discuss with Roch in the near future.

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Update on Math and Science Teachers Award Program

Dan Hudson reported that the brochures for this program need to be mailed out to NH schools with the need to get nominations back by the first of the new year. The sponsoring agencies (one of which is NHSPE) will each have a member on the committee that will evaluate nominations and decide the award recipients. The plan is to invite the award winners to the Engineer's Week banquet where the awards will be presented. Plans are to have an award for elementary, middle, and high school categories. Last year, NHSPE allocated \$1000 for support of this activity. UNH will support with a \$500 allocation. Dan stated that he hoped to be able to offer a \$200 cash award per person as part of the award recognition. Information about this program is planned to be available on the NHSPE web site.

Request by Pennsylvania PE Society for Regional Meeting Financial Contribution

Paul Schmidt notified the board that he had received a request from the Pennsylvania PE society soliciting \$50 from NHSPE to help support the Welcome Reception at the upcoming NSPE northeast regional meeting. After a brief discussion, Roch Larochelle made the motion to send the Pennsylvania PE society \$50 and Robert Couture seconded the motion. The motion was approved.

Upcoming NHSPE Board of Director Meetings

Paul Schmidt finalized the schedule for upcoming board meeting which will continue to be held at the H. L. Turner Group offices (except for the February meeting) in Concord at 6 pm. The upcoming meeting dates are as follows:

- October 12, 2004
- November 16, 2004
- December 14, 2004
- January 18, 2005
- February 24, 2005 (This meeting is typically held prior to the Engineer's Week banquet at a location in the hotel.)

Meeting Adjourned

Paul Schmidt adjourned the meeting at 9:01 pm.

Respectfully submitted,

Robert L. Couture P.E.
NHSPE State Director