

**New Hampshire Society of Professional Engineers  
Board of Director's Meeting Minutes  
Thursday, September 15, 2005  
CLD Consulting Engineers Manchester Office**

**Meeting attendees**

Roch Larochelle P.E.	Robert Couture P.E.	
Paul Schmidt P.E.	Matt Low, P.E.	
Dan Hudson P.E.	Matt Purcell P.E.	
Larry Dwyer, P.E.	Joe Ducharme P.E.	

Roch Larochelle called the meeting to order at 6:10 PM. A summary of the items discussed is presented below.

**OLD BUSINESS**

**May 2005 BOD Meeting Minutes**

Paul Schmidt moved to accept the minutes from the May Board of Directors meeting as drafted. Larry Dwyer seconded the motion and it was approved via voice vote.

**Annual Planning Meeting Minutes**

Roch Larochelle distributed notes from the Annual Planning meeting, held August 24, 2005. Since this meeting was an informal planning session, not a formal BOD meeting, no "official" notes were taken and therefore Roch's notes were just for information only.

**NEW BUSINESS**

**Treasurer's Report**

Larry Dwyer distributed a summary of expenses and revenue by category for Fiscal Years 2002 through 2004, as well as a budget for Fiscal Year 2005. It was agreed that a miscellaneous category (\$200) should be added to the budget to cover small items.

It was noted that the MATHCOUNTS program and *The Observer* are the two biggest budget draws, with expenses exceeding revenues. Dan Hudson noted that although we sell advertising, the Board has always understood that *The Observer* runs at a loss. Paul Schmidt noted that member dues help to offset this, which is appropriate given that this is one of the services that members receive. Discussion regarding the MATHCOUNTS program focused on the significant rise in expenses over the last three years. The Board agreed that it needs to focus more attention on this program, particularly in fundraising and coordination efforts, to make it more fiscally self supporting.

Paul Schmidt made a motion to accept the FY 2005 Budget with the addition of the miscellaneous category. The motion was seconded by Bob Couture and approved by voice vote.

## **NHSPE BOD Meeting Minutes Thursday, September 15, 2005**

### **Bylaws/Constitution Update**

Joe Ducharme discussed plans to update the NHSPE Bylaws and Constitution. This would be to avoid inconsistencies between the two documents, as well as to more closely follow the NSPE model, which includes bylaws and operating procedure, but no constitution. Certain procedures must be followed to change these documents, including a vote by the full membership. The legal implications must also be considered and Joe is working with an Attorney, on a pro-bono basis, to review these. The new documents will likely address the following issues, as well as others:

- The number of State Directors and election/appointment clarification.
- Board Member dismissal for non-participation.
- Membership categories.
- Dues
- Out-of-state residents serving on the Board
- National House of Delegates representative.

It may be appropriate to have a separate set of Bylaws / Constitution / Operating Procedures for the NHSPE Educational Foundations.

Joe will Chair a committee to further investigate the Bylaws and Constitution changes and will forward the current and model documents to the Board for review. Bob Couture volunteered to serve on the committee.

### **NSPE Northeast Regional Meeting**

Roch Larochelle discussed efforts to-date, including a number of planning committee meetings, fund raising, mailings, and a mass notification email. Another planning committee meeting is scheduled for October 20<sup>th</sup> at 4:30 PM, prior to the next Board of Directors Meeting. Roch offered that CLD will pull together the final conference handout materials. It was agreed that Larry Dwyer would take over the Regional Meeting Budget, as sponsorship and registration funds are coming in. Roch noted that the squishy lobsters were ordered. Joe Ducharme will order the binders soon. It was decided that a student rate would be offered and that UNH would be notified. Payment for Roch and Dan Hudson's conference attendance was discussed. The Board typically approves payment for attendance by the President and President-Elect and it was agreed that this should be continued for this meeting, considering that we are hosting the event.

Robert Couture moved to approve payment for full conference registration, meals, and two nights hotel stay for Roch Larochelle and Dan Hudson. The motion was seconded by Matt Low and approved by voice vote.

### **UNH Collaboration**

An email had been received from UNH regarding a request for individuals that may be interested in teaching a couple of courses. Matt Purcell agreed to forward the information to the list serve.

# **NHSPE BOD Meeting Minutes**

## **Thursday, September 15, 2005**

### **MATHCOUNTS**

The MATHCOUNTS budget had been discussed previously (see Treasurer's Report). Paul Schmidt noted that he had drafted a fund raising letter and forwarded to the Board for review. Paul and Roch Larochelle agreed to meet with Ben Pratt and possibly other regional coordinators to review fundraising efforts and program fees.

### **Scholarship**

Larry Dwyer noted that fundraising efforts will begin soon. Three scholarships were awarded last spring.

### **Math and Science Teachers Awards**

Dan Hudson noted that representatives from the sponsoring organizations need to get together soon to discuss program changes for this year. Fund raising efforts were discussed and it was agreed that we should solicit donations from the sponsoring organizations. ASCE has expressed an interest in coordinating efforts, but this will need to be further discussed.

### **E-week Banquet**

Planning is already underway. Roch asked that the Board think of potential speakers.

### **Statute of Repose**

The Statue of Repose was upheld by the Supreme Court. An Observer article is forthcoming.

### **Legislative Tracking**

Paul Schmidt to follow-up with Craig Musselman regarding a name that he had given.

### **Cap Wiz Tracking**

This is National program to track Legislative Bills across all 50 states. It is not clear at this point if there will be a cost for the program. Roch will forward more details when they become available.

### **Coordination with other Societies**

Roch Larochelle and Joe Ducharme presented information about the Northeast Regional Meeting to the ASCE Board of Directors at one of their meetings and they agreed to help sponsor the event, as well as to place an ad in their newsletter.

Dan Hudson set up a Joint Societies Calendar ([www.nhecal.org](http://www.nhecal.org)) where events for all societies can be posted. Event details should be emailed to [info@nhspe.org](mailto:info@nhspe.org).

### **Membership Report**

NHSPE has 196 members as of June 2005. 13 new members have joined though the 6-months free program.

### **Student Program Questionnaire**

Roch Larochelle completed a NSPE Student Program Questionnaire with Board input.

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### **National Membership Committee**

Matt Purcell provided an update on issues being discussed by the National Membership Committee, including free memberships for affected Katrina victims and a graduated dues system for recent graduates. The committee has monthly conference calls and “getters” and “keepers” sub-committees have been created.

### **Observer**

Dan Hudson reminded the Board that a new Observer Editor is needed. Roch Larochelle asked the Board members to help find someone to replace Dan. Dan noted that the next issue of the Observer was in process and that most submittals had been received. Matt Purcell agreed to forward an updated mailing list.

### **Ethics**

Joe Ducharme noted that there had been an ethical action by the PE Board. Details can be found on the PE Board’s website.

### **Future Directions Task Force**

Roch forwarded a copy of the Goals and Objectives outlined by the Future Directions Task Force. The changes in the National governance structure will require that a new position be established at the State level for NH representation in the House of Delegates. It was agreed that Matt Purcell will fill this role, as needed, until the position is defined in the Bylaws / Constitution / Operating Procedures.

### **Meeting Adjourned**

Bob Couture moved to adjourn the meeting. The motion was seconded by Matt Low and approved by voice vote.

Respectfully submitted,  
Dan Hudson, PE