

**NH Society of Professional Engineers
Board of Directors Meeting Minutes**

DATE: December 16, 2009 6:00 p.m. to 8:00 p.m. Location: Terracon Consultants, Inc. Hesser Bldg Manchester, NH *Voting Board Member	Larry Dwyer, PE (Pres)*		
	Matthew Low, PE (Past Pres)*		
	Steven Lehmann, PE (Pres Elect)*		
	Craig Bailey, PE (Dir)*		
	John DiGenova, PE (Sec)*		
	Paul Schmidt, PE (Hse. of Delegates)*		
	Gregg Comstock, PE (Dir)*		

OLD BUSINESS

- Nov. 18, 2009 BOD minutes approval – The group reviewed the previous months meeting minutes. Matt L. and Larry forwarded changes to John for revisions. Matt L. motioned to approve the meeting minutes as amended, Gregg seconded and the motion was approved by the group.

NEW BUSINESS

1. **UNH Update**– Larry reports that Dean Henry sent him an email stating that he agreed with his email summary of conversations (meeting held on 18 November 2009) and forwarded Larry’s email summary it to Jean Benoit (Civil Chair) and Dean Klewicki. Awaiting response for the next step. Larry indicated that he is going to draft an article for the Observer about the engineering profession and that he could ask for suggestions concerning the student projects from the engineering community, but he needs a positive response from the UNH folks before proceeding.
2. **Treasurer’s Report**
 - Brief update – Acceptance of Treasurers Report – The treasurer’s report was presented to the group for review.
 - Income Tax Return – Larry reports that the Income Tax Report has been filed.
3. **Society Governance**
 - Next Observer Issue (January 10) – Larry indicated that articles for the next Observer issue (January 2010) need to be submitted by the 21st of December.
 - Webmaster status – Larry reports that Josh sent out letters to 3 vendors for Webmaster. There will be meeting with one of the vendors (Crystal Vision) on 22 December 2009 at the CMA offices in Manchester. Others can attend is so desired to speak with the potential Webmasters.
 - NHSPE and NHSPE-EF Bylaws – Matt L. reports that the final of the NHSPE and NHSPE Educational Fund By-Laws have been reviewed and edited. Comments were received by Larry, Gregg, and Steve. The new By-Laws are intended to replace the old Constitution and must be voted on by the members. A 15% response is required. Out of the 15% respondents a 2/3 acceptance vote is required to pass the new By-Laws. The main topic of discussion was the new requirement for a surety bond to protect the funds of NHSPE and NHSPE Educational Fund. Craig agreed to speak with a broker concerning the surety bond and the costs associated with it. A suggestion was made to have Phil Decker (previous Director of NHSPE) look at the By-laws if he is agreeable to do so. After the surety bond details are known, the document is reviewed by a legal entity, and the documents are finalized the voting ballot will most likely go out with the new officer ballots in the spring 2010.
4. **Professional Development and Continuing Education**
 - **December15** – DES Alteration of Terrain Update. – Larry reports that the meeting went well and was well attended. Financials were positive for the event.
 - **February18, 2010** – E-Week Dinner – Craig reports that the email announcement has gone out and will be sent every 2 weeks until the event. No mailings will go out this year (just electronic). Roch reports (through email to Larry) that: 1) they have reserved a room for the BOD meeting, 2) They will post an announcement in the January Observer, 3) They will be diligent in the electronic distribution of the event. The group further discussed the potential ramifications of having a political candidate speaking at the event.
 - **March tbd** – Possible LEED topic – John to follow-up concerning the speaker for this meeting. The meeting will potentially be held at Fratello’s in Manchester. No date has been set for this event.
 - **April14, 2010** – New PE Luncheon and Order of the Engineer ceremony

- **May 12, 2010** – Possible wind farm topic with Lempster as the focal point. Action: Larry to make some calls.

- **June 24** - Annual Meeting w/VSPE. Confirmed with NSPE (Sam Grossman) and VSPE (Greg Goyotte)

5. **Public Image and Student Outreach**

- NHSPE John Alger Memorial Scholarship - Steve reports that letters went out about 1 month ago and applications are available on the NHSPE website.
- Teacher's Award - Matt L. reports that application forms went by email to the schools and expects a good response this year. The award is well funded by the other engineering societies and by UNH and should self sustaining. A review committee is set-up among the engineering societies.
- MATHCOUNTS – Gregg reports that he received a status report from Ben. Forty two schools have registered and trophies for some regions have been ordered. The regional events are in February and the State Competition will be held on 6 March 2010 at Plymouth State University. Gregg is working with Ben Pratt on the NHJES funding request.
- ORDER OF THE ENGINEER - Application Submitted – Larry reports that the application is in for an official Link.

6. **Government Affairs**

- ACEC Summary – Larry suggested referring to the December ACEC Summary reported recently sent to members. – No other update at this time.

7. **State Society Collaboration**

- October 2010 JES Conf Planning – Larry reports per Roch's email. The official date of the event is 7 October 2010. The contract is all set for the event room and he needs a check cut. The next planning meeting will be on 7 January 2010.

8. **Membership**

- Membership Report – Walter was not available for the full membership report. Larry indicated that they has at least 2 new members sign up during the DES event on 15 December 2009.
- Fellow membership submittal for Paul Schmidt – Larry has the submittal together to nominate Paul.
- YEOY and EOY Submittals – Confidential

9. **National/Regional & Other Issues**

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- NER Officer Ballot - Larry reports that the following slate of officers are running unopposed for the Northeast Region; Joe Duncan, Roch, and John Martin. Paul motions to cast a ballot for the NER officers as presented, Steve seconds and motion is carried by the group.

Matt L. motions to end the meeting, Steve seconds and motion is carried by the group.

Meeting ended at 8:17 PM

Respectfully Submitted,

John G. DiGenova, P.E.