

**Maine Section ASCE  
October Board Meeting  
October 18, 2007  
Sea Dog  
Bangor, Maine**

**Role:** Executive Board:

Tim Merritt, President	Present
Peter Merfeld, Past President & Membership	Present
Erik Wiberg, President-Elect	Present
Chris Taylor, Vice President	Present
Walter Fagerlund, Secretary	Not Present
Ralph Nelson, Treasurer & Webmaster	Present
Patti Korbet, 2 <sup>nd</sup> Year Director	Not Present
Sarah Ashley, 1 <sup>st</sup> Year Director	Present
Scott Gorneau, NE Delegate	Not Present
Jen Tooley, NE Delegate and YM Chair	Present

Other Attendees:

Phil Dunn, Awards Chair	Present
Laureen Swett, Newsletter Co-editor	Not Present
Jen Paul, Diversity Chair	Not Present
Lynn Farrington, Newsletter Co-editor	Present
Jeremy Bragg, School Age Outreach Chair	Present
Be Schonewald, Past-President	Present
Alan Fisher, Past President	Present
Natasha Collins, Lucas Stiles (students)	Present
Eric Landis, Student Chapter Advisor	Not Present
Greg Blake, History & Heritage Chair	Not Present
Leslie Corrow, Scholarship Chair	Not Present

**Meeting Minutes:**

1. Approve September Board Meeting Minutes. (Tim)  
Approved with edits, Tim to get edits to Walter.
  
2. Review/approve Treasurer's Report (Ralph)
  - a. Approved after discussion that any FY07-08 items should be moved to a separate spreadsheet to facilitate FY06-07 close out.
  - b. West Point gift cards-\$\$ distributed to Jeremy and personal checks to winners have gone out. Made \$253 on contest due to good sponsorships.
  - c. Lost \$\$ on PE review course, but small amount and better turn out is expected in the spring.

3. Maine Section/Region 1/National events calendar (Tim)
  - a. Outstanding Section application deadline- 10/30, Tim passed out 2007 application and a copy of 2006 asking all board members to get any suggestions/comments to him by end of Wed., 10/24. Tim to pull together draft early next week and get to Erik for review and then distribute to board for comment.
  - b. Outstanding Newsletter deadline- 11/1 – already submitted
  - c. National Conference – Orlando, FL –Jen and Tim- Nov 2-4
  - f. SPAG application deadline- 11/9, only doing school age outreach/E-week application, wait until next year on Report Card. Jeremy doing draft.
  - g. Annual Report deadline-11/30, team is Tim, Walter, and Ralph
  - h. YM Group and Web page award deadlines – Feb 1/June 1

4. NEC revised Constitution ratification-need to vote on it (Jen)

Jen and Scott have no further comments/concerns. Board voted unanimously to ratify the proposed revisions. Tim to let Tony P. and Paul M. know.

5. Committees

- a. Government Relations / Legislative Task Force (Be/Peter/Phil / Jeremy)
  - Be has received correspondence from Judith Harvie to kick-off A/E Task Force. Should be getting our bill in next month or so. Be to continue with assistance from Phil, Peter, Jeremy as needed.
  - Legislative Fly-In? Phil, Be, Jen expressed interest. They should check national's web page for dates and details before next board meeting.
- b. Membership (Peter)
  - We have 8 lost members according to national. We agreed to individually contact people and then put remaining list in Informant in hopes of others contacting them or providing whereabouts. Peter indicated that pizza party may be possible if we get all 8.
- c. Public Relations (Erik)
  - PR University travel expenses mostly covered by national.
  - HFH on 10/27, 5-6 people in Portland, 0 for Brewer. Tim to make announcement at tonight's meeting.
- d. Program Committee (Chris, Erik, Patti)
  - i. Monthly Meetings (Chris)
    - November mtg on Tidal and Wave Energy at Verillo's in South Portland
    - Tim to decide on tentative date for separate board meeting in December (Transportation Conference)
    - January mtg is on Air Force Memorial
  - ii. E-Week (Erik)

2/29 banquet and 3/1 expo in Orono. Need more volunteers
  - iii. Transportation Conference (Tim) – passed around tentative agenda, all speakers are lined up.

- iv. Technical Seminar (Patti/Sarah)
  - 3/20 reserved at Lewiston Ramada Inn
  - Next mtg is 11/13 @ 4pm
  - AM session = renewable energy; PM session = dams/levees, shoreline erosion
  - Still need keynote speaker
  
- e. Infrastructure Report Card (Peter)
  - Oct kick-off mtg on 10/26 @ MTA
  - Peter has distributed spreadsheet with 15 infrastructure areas and possible champions. Appledoor was suggested for navigable waters along with Coast Guard. Matt Rhines and MDOT Multi-modal suggested for rail. SMRT, WBRC, and Tad Johnston suggested for Schools. GZA for solid and hazardous waste.
  
- f. Student Outreach/West Point (Jeremy)

West Point prize checks distributed, will get out sooner next year.

Jeremy suggested developing a database of volunteers and interested schools for school age children presentations on engineering. Making a video was discussed and Phil mentioned possibly having UMaine produce it. Could use construction photos too. We agreed to include \$\$ in SPAG application for video. Jeremy was referred to past SPAG applications other than just E-week. Jeremy highlighted the TRAC program that has been put together by AASHTO/FHWA for use by state DOT's in presenting canned video series on transportation engineering in classrooms. Training on Nov. 5-6. Interested parties should contact Jeremy, Tim to announce at tonight's meeting.
  
- g. Student Chapter (Eric/Lynn)
  - Lynn's mtg w/ students went well.
  - Job fair idea is progressing, will survey companies for interest in late January. Students should also contact ACEC, AGC, SEAM.
  - Brown bag speakers good thru November
  
- h. Younger Members (Jen/Lynn)
  - Margarita's HH went well with 11-12 attending
  - Had 5 people attend PE review class
  - Hockey game ticket sales-have some tickets left, selling raffle tickets tonight
  - Will have December Holiday HH.
  
- i. Awards (Phil)
  - Increase number of EOY and YEOY nominations-Phil developed handout for meetings.
  - Create Maine Section PR or Volunteer award? Was generally discussed as an additional Maine Section annual award to be administered by same committee. Need to develop criteria by spring. Group agreed was good idea and warranted further discussion at upcoming meetings.
  
- j. Newsletter (Lynn/Lauren)
  - Decided against using national's listserv option. A postcard mailing will be done to encourage member profile updating with national and a reminder about going electronic.

k. Web page (Ralph)

No report

l. History & Heritage (Greg)

- No report

m. Maine DEP Task Force (Kathy K/Dave K)

No report

n. Scholarship (Leslie)

- Tim distributed thank you letters from ASCE/MBTA UMaine scholarship winners

n. Diversity (Jen)

Chris has been contacted about have joint mtg with SWE, will likely do.

6. Old Business

7. New Business –

a. 2008 Workshop for Section & Branch Leaders; Jan 11-12 @ Baltimore

Most have gone except Ralph, Sarah. Ralph & Sarah where tentatively set, Lauren is going for YM, need to nominate delegates and send check by 10/30.

- b. ASCE will host the Seventh Annual Leadership Training in Government Relations in March 2008. This program is an opportunity for ASCE members to come to Washington to meet with their Members of Congress on engineering-related issues, and to learn valuable skills they can use to help their Sections be more active in government relations. Any Section is eligible to nominate one of their members to participate in this program and receive a travel reimbursement stipend. More details regarding the Leadership Training Program will be sent to Section leaders later in the fall. Believed to be different than Fly-In, need to look into more.