

**Maine Section ASCE
November Board Meeting
November 15, 2007
Verillo's
Portland, Maine**

ATTENDEES:

Tim Merritt, President
Chris Taylor, Vice President
Walter Fagerlund, Secretary
Ralph Nelson, Treasurer
Scott Gorneau, NE Delegate Year 2
Jen Tooley, NE Delegate Year 1
Lynn Farrington, Newsletter Editor
Lauren Swett, Newsletter Editor
Be Schonewald, Past President

MEETING NOTES:

1. Approve October Board Meeting Minutes. (Walter)
 - No comments. Walter, Scott, unanimous approved

2. Review/approve Treasurer's Report (Ralph)
 - a. FY '06-'07 close out/Annual Report
 - Total Cash is roughly \$5k down over the previous year
 - Trends show lowest cash flow is in February
 - May consider redistribution of disbursements to level out
 - Maybe pursue access to Transportation Conf funds sooner
 - Report unanimously approved (Jenn, Scott)
 - b. Transportation conference booth registration?
 - c. A/E Task force membership?

3. Maine Section/Region 1/National events calendar (Tim)
 - a. Outstanding Section application deadline- done, committee meets mid-Nov, news by early Dec
 - b. Outstanding Newsletter deadline- 11/1 – done
 - c. SPAG application deadline- done, submitted 2 small (report card & legislative reception) & 1 large (Engineers in Classrooms/E-week)
 - d. Annual Report deadline-11/30;
 - Walter/Ralph have completed draft, Tim to review
 - e. YM Group and Web page award deadlines – Feb 1/June 1
 - f. 2008 Workshop for Section & Branch Leaders; Jan 11-12 @ Baltimore
 - Ralph, Sarah and Lauren (YM) going, sent in nomination.

4. Committees
 - a. Government Relations / Legislative Task Force (Be/Peter/Phil / Jeremy)
 - No report was presented as no committee members were in attendance.

- Legislative Fly-In? 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.
 - Any news yet from A/E Task Force on proposed bills?
- b. Membership (Peter)
- Posters at major employers
 - MDOT - Use Jen Paul and Janis Piper to help
 - Others
 - Tim to look into Stantec
 - Use Report Card as membership/recruitment tool
 - Pizza parties or similar events to be planned
- c. Public Relations (Erik)
- Attended PR University-
 - very good, great info
 - Erik to provide materials and summary at next Board meeting
 - Habitat for Humanity on 10/27
 - Good turn out at both locations despite weather and Brewer rescheduling.
 - Developed press release and will develop article for Holiday Informant.
- d. Program Committee (Chris, Erik, Patti)
- i. Monthly Meetings (Chris)
- No December mtg; separate board meeting at Stantec (NGI); Dec 11th or 12th @ 5:30pm
 - Jan 17th Air Force Memorial in DC; joint with SEAM? Freeport?
 - May Meeting TBD
 - Consider MC
 - Joint meeting possibilities
 - Maybe in conjunction with February Salt Marsh presentation
 - SWE?, NRCS?
 - How are we doing budget wise?
 - About even to date.
- ii. E-Week (Erik)
- No update
 - 2/29 banquet and 3/1 expo in Orono.
 - Need more volunteers (planning and day of)
- iii. Transportation Conference (Tim/Peter)
- Dec 6th, advertising is out.
 - We need to get word out with mass email ASAP. – Mass email has been sent.
 - Too late for Holiday Informant? - Yes
 - Put on web page.
 - Will have booth; share with students who will sell UMaine CE mugs and 50/50 raffle;
 - YM will have posters and hockey tix raffle.
 - Peter to work on what we will have for membership.
 - Who will attend the booth?
 - Need coverage still
 - Students will assist with booth
 - Tim to develop a member survey-get feedback on how we are doing

- Exec Committee take ASCE speakers to dinner in Portland Dec 5th.
 - Casey Dinges-ASCE Manager of External Affairs (morning keynote) and Eva Lerner-Lam (speaker on transportation development in China-former President of ASCE Transportation & Development Institute
 - Need volunteers
- iv. Technical Seminar (Patti/Sarah)
- 3/20 reserved at Lewiston Ramada Inn
 - Next mtg TBD
 - AM session = renewable energy; PM session = dams/levees, shoreline erosion
 - Still need keynote speaker; Peter Vigue is not speaking at Trans Conf now.
- v. Special Programs – Jeremy mentioned trying to do another seminar with SEAM like Blodgett’s Welding seminar.
- e. Infrastructure Report Card (Peter)
- Minutes distributed for first meeting.
 - Next meeting Nov 30th @ MTA @ 8:30.
 - Still need champions in certain areas. SPAG applied for (decided last minute to go for it). Used NH small grant application as a guide – was extremely helpful.
- f. Student Outreach/West Point (Jeremy)
- Large SPAG applied for; Engineers in Classrooms campaign in conjunction with E-week & West Point Bridge Design Contest; \$7,000
 - Attended TRAC training
- g. Student Chapter (Eric/Lynn)
- Job fair update; have we secured venue? No venue yet.
 - Need to consider possible conflict with UMO job fair
 - May need to be in conjunction with event since conflicts
 - Need to look at other options to raise money for student chapter during event
- h. Younger Members (Jen/Lynn/Lauren)
- Upcoming events
 - Holiday Happy Hour
 - Another seminar – possibly PM, leadership skills or similar
 - PMI, Carnegie or others
 - Other events – ice skating?
 - Planning Meeting next Monday
 - Hockey game turn-out
 - Jen’s report on YM portion of National Conference
 - Good program on soft skills
 - Well attended
- i. Awards (Phil)
- We decided to create Maine Section PR or Volunteer award at last board meeting. Need award criteria established by early 2008 for May award.
- j. Newsletter (Lynn/Lauren)
- Holiday issue - Deadline for submission is November 30th.
- k. Web page (Ralph)
- Up to date
 - Trans Conf info posted
 - Habitat added to events to Volunteer page.
 - Report Card blurb on front page?
 - Web conferencing/forums for e-votes/discussion
 - Several options available – NetMeeting through Contech, DTA has a free service option also

- l. History & Heritage (Greg).
 - Status of dam applications? New Landmark ideas?
 - Greg to try to get Bangor Standpipe for State level designation
 - Still seek a National application (dam or other)
 - We have ordered 4,000 more Landmarks brochures
 - Need to find co-chair for Greg to better progress potential Landmark applications
 - Ad to be placed in Informant
- m. Maine DEP Task Force (Kathy K/Dave K) – No report.
- n. Scholarship (Leslie)
 - No update, no applications received yet.
- n. Diversity (Jen)
 - TBD - Jt mtg with SWE?

5. Old Business

6. New Business –

- i) Tim attended National Conference and Council of Presidents. Theme was Infrastructure Planning, Design, Sustainability, and Maintenance. Most technical sessions were on items of interest to Central Florida, such as smart/planned growth in fully developed/sustainable communities, major transportation corridor planning involving all modes, the save the Everglades water quality/hydrology effort. ASCE leaders talked a lot about sustaining the public trust after events like Katrina, Big Dig tunnel collapse, and I-35W bridge collapse, the 2025 CE Vision, political involvement, ASCE is entering the green house gas/global warming arena for the first time, **plans to revamp web page in 18-24 months**, etc.

Ideas:

- Survey membership on what we are doing well or not well
 - Some Sections are using professional MC's for their annual banquet type meetings, dresses things up a bit, more time management, everybody enjoys the meeting.
 - Some Sections have created an annual Student Award that they give to a deserving student chapter member.
 - A lot of Sections have Board/Committee Chair name tags that they wear to meetings
 - Life Member Forums are becoming popular
 - We need to work with state PE board and UMaine on Policy 465, changes/clarifications have been made based on feedback and revised Policy is due out in Jan '08
- ii) Be asked about endorsements for non-profits. Board discussed and agreed it probably needs to be evaluated on a case by case basis.
 - iii) Ralph asked about the potential to start scholarship endowments. Capital startup is usually prohibitive but idea should not be dismissed.

7. Adjourn (Ralph, Scott)