

Maine Section ASCE Summer Planning Meeting Minutes
August 8, 2008
T.Y. Lin Offices
Falmouth, Maine

- Attendees
 - Erik Wiberg
 - Chris Taylor
 - Tom Greer
 - Will Haskell
 - Walter Fagerlund
 - Peter Merfeld
 - Scott Gorneau
 - Tim Merritt
 - Leslie Corrow
 - Patti Korbet
 - Lauren Swett
 - Sarah Ashley
 - UMaine student chapter rep
 - Be Schonewald

- April Minutes
 - Approved, Tim, Walter

- Treasurers Report, July
 - April/May – Deferred approval to July report since more recent
 - July - Approved, Patti, Walter

- Committee appointments (changes from submitted list)
 - Ralph Nelson to post the latest committee list on the website
 - History and Heritage – Will Haskell to join committee
 - Phil Dunn, Peter Merfeld added to Legislative committee
 - Transportation Conference – Add Peter Merfeld
 - DEP task force – Tom Greer to join committee
 - UMaine Practitioner – Lynn to chair, Add Sara Ashley
 - Life Member Committee – Tim to chair until LM is identified
 - Appointments accepted by Board

- Maine Section/Region 1/National Events Calendar
 - SPAG reports submitted on time
 - Feb 20-21, 2009 e-Week, Portland/Gorham
 - Fly-in is March 2009?

- Proposed 2009 Budget (revisions to proposed)
 - Receipts
 - Meeting receipts raised to \$9500
 - Student Outreach reduced to \$750
 - SPAG reduced to \$5000
 - YM - \$9800 per projection
 - Additional item 54 – Informant receipts
 - Disbursements
 - Communications – Reduced to \$1200 for optional mailings as needed plus postage for the limited paper copies requested by members
 - Meetings – raised to \$11,500
 - UMaine disbursement timing – Initial \$1500 in November
 - Official travel – start with \$2000, everyone to revisit by next meeting
 - Student outreach – reduced to \$1250
 - YM adjusted to \$9800 per projection
 - Public outreach adjusted to \$3645
 - A/E task force raised to \$1500 for full session
 - SPAG adjusted to \$5000
 - Any final edits by September 5th to Patti

- Maine Section Infrastructure Report Card
 - December 10th targeted release to public on track

- Maine Section Guideline Policies and Practices
 - Memorialization of policies
 - Each Board or Committee member to send list of their responsibilities to Ralph
 - Cash reserves, disbursements
 - Listed with budget estimates
 - Electronic voting
 - Need to establish process and deadlines – Patti and Chris to work on it
 - Donation requests
 - Consider Maine Section “mission”
 - Consider number of people impacted
 - Community service by members versus monetary donations
 - Maine Section solicitations
 - Examples
 - Tech Seminar – sponsor students
 - Annual meeting sponsors
 - Student Chapter – canoe and steel bridge, help solicit funds
 - A/E Golf Tournament

- Student Outreach
- CAD Camp?
- Monthly meetings? may be helpful to match topics with sponsors
 - Consider sponsor “package” letter or up front letter listing opportunities in September and/or January
- Scholarship disbursement qualifications
- Board positions
- Maine A/E Golf Tournament

- Committees
 - Public Relations
 - Budget updated to account for projected expenses with PR activities
 - School Age Outreach
 - Program
 - Topics
 - Legislators
 - Mike Michaud - T&I committee
 - Allen vs. Collins
 - Joint meetings – MBTA, AGC, SEAM, others
 - Phil Dunn - Green buildings contact, MTA HQ?
 - Local projects?
 - I-295
 - Pineland –
 - MDOT commercial vehicle screening
 - Building Information Modeling (BIM)
 - GIS mapping by DEP – Dave Kamila
 - Hot top recycling
 - LEED
 - Report Card
 - Link sponsors to the meeting location or presentation
 - One per meeting
 - Two for annual meeting
 - 5 minutes talking to audience, displays, handouts, banners
 - Locations
 - September – Portland, I-295, Joyce Taylor MDOT
 - October – Augusta with MBTA, Mike Michaud?
 - November – Bangor? Water Tower? Sea Dog
 - December – Transportation Conference - Augusta
 - January – New Gloucester?
 - February – Coastal – Freeport
 - March – Tech seminar in Lewiston
 - April – Student Meeting, Orono
 - May – Bangor (Cianbro land transfer) – Sara Ashley with contact, keep previous format with YM

- Have a dry run for presentation
 - Muddy Rudder upstairs
 - Membership
 - Life member involvement, Tim to approach key LM
 - Younger Members
 - Considering viability of PE course since not self sustaining, may pull back to just Fall course?
 - Sessions at different locations?
 - Sea Dogs August 28th, 6 PM, fireworks
 - Canoe trip moved to September 6th but may be moved to Spring
 - YM Employer Recognition Award
 - Diversity – Not discussed.
 - Legislative – Not discussed.
 - History and Heritage
 - Ellsworth dam, Azicohos dam, Bangor Water Tower status TBD
 - National award for Section H&H work application
 - Follow up on previous plaques, mounting status
 - Check on Waldo-Hancock plaque location
 - Check in on brochure printing, distribution, Maine Tourism
 - Scholarship – Not discussed.
 - Webmaster – Not discussed.
 - Informant – Not discussed.
 - Awards – Not discussed.
 - DEP Task Force
 - Tom Greer to follow up as more information is available, also part of non-point source training committee and will report on this as well
 - Nominating Committee – Not discussed.
 - A/E Golf Tournament – Not discussed.
 - Student Chapter and UMaine Advisors
 - Account balances in good shape
 - Concrete canoe placed 2nd local, 16th National
 - Steel Bridge in rebuilding year
 - Multiple service projects, social events
 - Looking for lunch meeting speakers, contact adam.jandreau@umit.maine.edu
 - Received Certificate of Commendation for 2008 Annual Report
 - e-Week Organizing
- Old Business
 - CAD Camp
- New Business
 - Region 1: Board of Governors