

**Maine Section ASCE
Summer Planning Meeting
13 August 2009
T.Y. Lin International
Falmouth, Maine**

AGENDA

12:00

A pizza and drink lunch will be provided from 12:00 to 12:30. Business will be conducted during lunch.

1. Welcome new Board members (Ellen O'Brien, Will Haskell)
2. Approve April Board Meeting Minutes (Ralph)
 - Ralph to send out minutes to Board for approval
3. Treasurer's Report (Ralph)
 - Ralph to finalize the books to date to hand off to Sarah, update report to be provided to Board
 - Most categories running under budget or at budget
 - Budget projected to be balanced at close of fiscal year (originally budgeted a loss)
 - Sarah to apply for signatory on the account
 - Ralph to switch over the PO box forwarding to Sarah
 - Outstanding disbursements
 - Golf tournament disbursements
 - Gift cards to students
 - September 2009 meeting
 - History pamphlet printing
 - Budget
 - Receipts
 - Section dues, allotment, interest income – no change
 - Meetings - Budget \$2000 loss
 - Tech Seminar – budget \$4000 net profit
 - Transportation Conf – no change
 - Golf tournament – net zero
 - SPAG – net zero
 - Younger Members – net zero
 - Website
 - Disbursements
 - Newsletter/website – budget printing and web costs only - \$400
 - Student Chapter – keep as is
 - Honorarium – no change
 - Official travel – no change
 - Committee expenses – Add \$200 more for Practitioner funding for meeting costs
 - History and heritage – updated for printing, plaque and tourism membership fees
 - Student outreach – add mileage reimbursements
 - ASCE room – add \$200 for trophy case space at UMaine
 - Public outreach – increase to \$5500 with committee to determine
 - Legislative – add \$50 for MBTA membership, add \$500 discretionary

4. Committee Appointments (See attached list)

- Board unanimously approved
- Public relations –
 - Walter to coordinate with Tim, Erik etc to build on last year's efforts
 - Erik identified the need for a consistent point of contact for PR
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- Program Committee
 - Ralph gathering ideas
 - Long Creek, Maine Mall paving
 - Freeport Road D/B
 - Memorial Bridge D/B
 - Cribstone Bridge
 - AEWCC – bridge in a backpack, etc
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5. Maine Section / Region 1 / National Events Calendar (See attached list)

6. Proposed 2009-2010 Budget (Ralph / Sarah)

7. ~3:00pm Rick McCarthy – Maine Tomorrow

Discuss pending initiatives for TABOR II and Excise Tax Reduction. MBTA, AGC, ACEC have all taken formal positions in opposition to both. Consider whether ASCE should take a formal position.

Group is also raising funds to lobby against the initiatives.

- Presentation on TABOR II, automobile excise tax initiative (Rick McCarthy, Maine Tomorrow)
- PAC to defeat initiatives (MBTA, Maine Tomorrow, ACEC, AGC, etc)
- See flyer from Maine Tomorrow
- Requesting formal position from ASCE against
- Need \$1.5 million for campaign
- Board considered the request and requested that Maine Tomorrow provide more information that links the impacts of TABOR II and the Excise initiative on infrastructure funding
- After presentation, Board voted unanimously to continue consideration of the request, review information and have a conference call to vote on the position – Walter to set up conference call on Thursday 8/20/09 at 3 PM

Break

8. Maine Section Guidelines and Practices

a. Section Handbook – Reference Vermont Section's. Provide a single document for:

- Constitution and Bylaws
- Position descriptions and general expectations
- Committee descriptions
- General yearly timeline

b. A/E Golf Tournament – List of recommended charities

9. Committees

a. Public Relations (Walter)

- Service projects for next year (Rebuilding Together, Habitat for Humanity, Maine Ski-a-thon)

b. School Age Outreach (Jeremy / Peter)

- Mentoring program at Deering High School
- Engineers in the Classroom
- West Point Bridge Contest
- ASCE Exhibit at Children's Discovery Museum

- c. Program Committee (Ralph)
 - i. Monthly Meetings
 - Tentative schedule of meetings and locations
 - Meeting ideas
 - ii. E-Week (Erik)
 - In Orono this year
 - Date in February
 - iii. Transportation Conference – Dec. 3
 - First planning meeting July 20
 - Chris is Section Rep, Peter Merfeld and Phil Dunn also on planning committee
 - iv. Technical Seminar (Scott)
 - Date, location, theme still to be determined.
 - Scott to start thinking about topics.
 - v. Special Programs?
- d. Membership (Erik / Tim)
 - Life Member Subcommittee
 - Member Recruitment, Retention and Recognition
- e. Younger Members (Jen/ Lauren)
 - Amended YM Bylaws looking to complete approval process by the end of the year.
 - 2011 ERYMC
 - Upcoming events – Have the Sea Dogs game, Canoe trip, PE course, and the Red Sox. Looking to help with the Rebuilding Together and Childrens Museum.
 - Budget was discussed earlier.
- f. Diversity Committee
 - Chair position vacant
- g. Legislative Affairs (Be / Walter / Peter)
 - Legislation Session Schedule.
 - Current legislative issues, recap, lessons learned. Discussions about potential changes to Maine Site Law. Reasonable changes to Site Law, and will circulate the Pierce Attwood legislative summary. Next session will continue to be budget-focused.
 - Legislative Fly-In. Erik reported that the fly-in is an excellent opportunity and worthy of our continued support with at least two attendees each year. Meet with Pingree, Michaud, and staff members of the Senators.
 - Infrastructure Report Card (Peter) Nothing planned with the Report Card. Erik mentioned that they should begin planning for the update next year. Peter mentioned that the update will take a year and add a few new categories; Public Buildings, and telecom.
- h. History & Heritage (Greg / Will)
 - SPAG application for Exhibit to honor John Stevens at West Gardiner service plaza
 - Dam application
- i. Scholarship (Leslie)
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- j. Webmaster (Ralph)
 - eRoom access
 - Assistant needed for maintenance?
- k. Newsletter (Lynn / Lauren)
 - Printing and submission deadlines – still 20th of the month prior to the issue
 - Contacts to be updated
 - Postcards to be sent out

- Board members to share printing – Lauren to coordinate
- Newsletter Award submission?

l. Awards (Phil)

- Increase number of EOY and YEOY nominations.
- Ideas
 - Incentives to company or nominator
 - Distribute criteria at dinner meetings

m. Maine DEP Task Force (John / Kathy)

- Task force meeting schedule
- Upcoming agenda

n. Nominating Committee (Erik)

o. A/E Golf Tournament (Travis)

- Time, location, section support needs

p. Student Chapter (Kevin)

- Concrete Canoe (placed 2nd out of 11 but not enough for Nationals)/ Steel Bridge (did not qualify) results and schedule
- Speakers needed for student meetings

10. Old Business

11. New Business

a. Region 1 Board of Governors / New England Council Meeting

- 9/25-9/27 in Providence, RI
- Ellen and Jen planning to attend

b. Transportation & Development Institute (Peter)

- A way to bring together ASCE transportation professionals and other non-ASCE transportation professionals
- Potential to involve MBTA, MDOT, others who wouldn't (too much money, TDI is only \$140) or couldn't join ASCE (doesn't qualify for membership but does qualify for TDI)

c. National Awards

- State Government Relations Award – Peter is preparing, Due Aug 15
- Public Service Award – Due Oct 1

PROPOSED COMMITTEE CHAIR APPOINTMENTS

Public Relations – Chair: Walter Fagerlund (President-elect)

School Age Outreach – Chair: Jeremy Bragg

ASCE Exhibit at Children’s Discovery Museum – Coordinator: Peter Merfeld

Program Committee – Chair: Ralph Nelson (Vice President)

2011 ERYMC Planning Committee – Co-Chairs: Jen Tooley, Lauren Swett

E-Week Organizing Committee – Chair: Erik Wiberg

Transportation Conference – Section Representative: Chris Taylor (President)
Peter Merfeld and Phil Dunn also on planning committee

Technical Seminar – Chair: Scott Gorneau (2nd yr Director)

Membership – Chair: Erik Wiberg (Immediate Past President)

Life Member Activities – Champion: Tim Merritt

Younger Members Activities – Co-chairs: Jen Tooley / Lauren Swett

Diversity Committee – Chair: *vacant*

Legislative Affairs – Chair: Be Schonewald, Members: Walter Fagerlund, Peter Merfeld

Infrastructure Report Card – Chair: Peter Merfeld

History & Heritage – Chair: Greg Blake, Member: Will Haskell

Scholarship – Chair: Leslie Corrow

Webmaster: Ralph Nelson

Newsletter – Co-Editors: Lynn Farrington, Lauren Swett

Awards – Chair: Phil Dunn, Members: Erik Wiberg (Immediate Past President), Chris Taylor (President), Walter Fagerlund (President-elect)

Maine DEP Task Force – Co-Chairs: John Kenney, Kathy Kern

Nominating Committee – Chair: Erik Wiberg (Immediate Past President)

A/E Golf Tournament – Chair: Travis Noyes

UMaine Practitioner Advisor: Kevin Merrill

UMaine Faculty Advisor: Eric Landis

2009/2010 MAINE SECTION / REGION 1 / NATIONAL EVENTS CALENDAR

Aug 7: SPAG Reports Due

Engineers into the Classroom (Jeremy)
Report Card Table Top Booth (Peter)
Children's Discovery Museum (Peter)

Sept. 1: Deadline for Outstanding Membership Champion Award

Sept. 23: 2009 Section/Branch Leader Membership Webinar

Sep 25-27: Region 1 Board of Governors / New England Council Meeting, Providence, RI
Maine Section Representatives - Ellen O'Brien and Jen Tooley

Oct 29-Nov 1: 2009 Annual Conference, Kansas City, MO
Maine Section Representative – Chris Taylor

Oct. 30: Nominations due for the National Outstanding Section/Branch Award

Oct. 31: Nominations due for the Workshops for Section and Branch Leaders

Nov 1: Submission deadline for the Outstanding Section and Branch Newsletter Award

Nov 30: Section Annual Reports are due

Dec 3: Transportation Conference

Feb ??: Younger Member Eastern Region Younger Member Council (ERYMC) and Workshop for Section and Branch Leaders, Location?

Feb ??: Maine Engineers Week, Orono

Jun 1: Deadline for submission for the Outstanding Section and Branch Web Award Competition

Uncertain Dates

- i) 2009 SPAG Applications (November)
- ii) YM Group Award
- iii) Public Outreach Workshop
- iv) Legislative Fly-in
- v) Landmark Application