

**State Board of Directors Meeting
October 27, 2007–8:00 a.m.
PEC Office,
Westminster, CO**

MINUTES

I. Call meeting to order. President-elect Rick Coldsnow called the meeting to order at 8:10 A.M.

II. Roll Call and Guests. **Quorum present (23)**

Executive Committee Members Present (7): Paige Lee (Pres.), Rick Coldsnow (Pres. Elect), Nathan Dowden (VP), David Conner (Sec.), Paul Bakken (House of Delegates), Bill Hyatt (House of Delegates Alternate), Steve Bagley (Ed. Found. Trustee)
Chapter Presidents Present (2): Charlie Rossman (Central), Rick Workentine (Southern)
Chapter Directors Present (11): Gene Burdick (Central), Dale Mriscin (Central; Ed. Found.), Noelle Cochran (Central; MATHCOUNTS), Fred Brooks (Pikes Peak), David Krenek (Pikes Peak), Brian Smith (Northern), Mark White (Southern), Dan Henderson (Southern), Paul Gulman (Central; MATHCOUNTS), Dave Hughs (), Paul Gorman ()
Executive Management: Roberta Bourn (Executive Director), Erin Erickson (Account Administrator)

III. Minutes form January, 2007 Board Meeting.

Approval of previous meeting's minutes. Mriscin motioned to acknowledge the minutes. Hyatt asked for a Point of Information regarding what Mriscin meant by "acknowledge". Mriscin explained that the minutes were so old that they should be acknowledged instead of approved. Motion seconded by Cochran. **Motion passed** to acknowledge the previous meeting's minutes.

IV. Financials.

The current financials were distributed with the agenda. Extra money was recently spent to re-supply PEC's supply of letterhead, envelopes, checks, etc. These are not regular expenses and are not expected to be incurred again within the next year. Also, money is being moved from US Bank to First Bank to better leverage money with the better interest offered there. See the attached financials.

VII. Old Business.

a. 2007 Annual Meeting Retrospection

Burdick expressed concerns about scheduling of the meeting previously during the NSPE Annual Convention when it was here in Denver this summer. This will not be an issue this year because the Convention will be in Portland next year. Any further discussion will be addressed later in New Business.

b. Action Item List

Review and statusing of tasks on Action Item list. See new version of Action Item List attached. Inquiry by Rossman as to what membership and delinquent numbers were last year. Bourn will try contacting NSPE info for these numbers.

c. Other Old Business

None.

VIII. New Business.

a. Review of 2007-2008 Budget

Note revised numbers for IMI contract, including additional hours for Erickson to attend four Board of Director meetings and six Executive Committee meetings.

Review of Budget as of 9/30/2007. General Supplies was raised to account for recent additional expenses for letterhead, etc. to \$500. Awards Expenses was raised to \$500. These two adjustments result in an increase to expenses of \$800.

Motion to approve the budget with the changes as discussed. Second by Bagley.
Motion carries. Point of Information by Lee regarding whether the budget must be filed for Audit. Mriscin responded that it does not.

b. Review IMI Contract

Lee requested Bourn discuss what has changed since last year's version of the contract. Mriscin requested that Bourn also summarize of what IMI is providing. Bourne: more time has been added to the contract to work on the newsletter and for Erin to attend meetings. Lee wants to step-up communications such as e-mailings and postcards. Postcards are a good option because some organizations have high spam filters some members still don't have e-mail, and some do not open the e-mails (only about 40% of e-mails sent by IMI to the state membership are opened). Everything that is sent out is posted on website. Financials, Events, and Action Items to be posted on website. Contact information will be posted on the password protected portion of the site.

Motion by Burdick to approve this revised version of the IMI contract for 2007-2008. Seconded by Krenek. **Motion carries.**

c. Executive Committee and Board of Director Meetings –

Review schedule and location for Board of Director meetings. Motion to accept schedule as presented by Cochran. Friendly amendment offered by Henderson to accept with a revision of the years listed from 2006 to 2007. Amendment accepted by Cochran. **Motion passes.**

d. 2008 Annual Meeting/E-Week

The proposed meeting schedule for 2007-2008 is based on the concept of combining the PEC Annual Meeting with the E-Week event dinner. Do we support the idea of moving the Annual Meeting to the end of February, and hosting an Installation Dinner in June for the installation of new officers?

Lee: Request of Bourn to give update.

Bourn: We are losing members every year. Thus, moving the Annual Meeting to E-Week may be a helpful step to change this trend. This could be accomplished by having legislative activity become more involved at the meeting, increase selling of advertising, add some exhibitors, increase participation, and generally expose participants to more of what we do and what efforts are underway such as education, legislative pursuits, bridge building, etc. Better attendance could change this event from an annual financial loss to an annual financial gain with this new format. Events would span Thursday and Friday. Options include a greater role by Bridge Building, legislative breakfast on Friday, PDH seminars during the day on Friday, etc.

POI (Gulman): Half of Bridge Building will still be occurring on the 23rd.

Motion (Henderson): To move the Annual Meeting to E-Week and events would span Thursday and Friday. Options include a greater role in Bridge Building, legislative breakfast on Friday, PDH seminars during the day on Friday.

2nd (Cochran)

Motion passes unanimously.

e. Discussion to add an annual award for "Young Engineer of the Year" (age 35 or less) and an "Engineer of the Year" award that would be presented during E-Week.

These awards would also be good for recruitment. Also, the "7 Wonders of Engineering" award would be great to get companies more involved. A new committee will be formed to pursue these awards.

POI (Cochran): PEC used to have these awards, so this would be a reinstatement of them. We can also nominate the PEC winners of these awards for the NSPE's

national awards. Thus, the PEC criteria for these awards need to tie-in with criteria of the national awards.

f. Legislation

To what degree does PEC want involvement, if any, in legislative issues? Monitor? Track? Testify?

Hughes: Legislation is what PEC is about because of how much it affects and drives our profession. Many issues exist that we would like to have addressed in the statutes. However, the Governor does not want to modify statutes if they are not currently broken. However, fear exists that not pursuing these new rules for the statutes would hurt our profession sooner or later.

PEC needs two or three engineers who would be willing to testify to the State Legislature about one of several issues.

Rossman: Central Chapter will support and endorse any such activity, especially with its proximity to the Legislature.

Hughes: ACEC will also likely be a role player in this. Need to formulate a checklist for these efforts to track and coordinate.

Gulman: Provided overview of his organization of an overview of licensure efforts, including legislation, school, public, etc. that he organized last spring and at the meeting he organized last June.

Rossman: These efforts of Gulman's were generated from Central Chapter's reformulation of its mission statement and analysis of how to pursue its mission. This resulted in the creation of the Central Chapter Licensure Committee lead by Paul.

Hughes: The legislative issue of technicians being able to design and approve fire protection systems must be addressed.

Henderson: We need to create a budget line item to perform these efforts and would likely need to hire someone to fully pursue legislative efforts.

Hughes: ACEC has someone that they have hired to do this. Perhaps we would want to supplement the support of their lobbyist. Needs to be looked at as a long-term issue.

Marilyn Rimer is a great contact for this in its current efforts.

Dowden: The \$5000 Budget surplus will not be sufficient to cover this effort.

Motion (Dowden): To re-deploy Legislative Committee with Hughes to lead and Dowden to be liaison between the Legislative Committee and the PEC BOD.

POI (Bourne): NSPE uses CapWhiz. She will inquire whether we can tap into CapWhiz. 30 bills or more will be moving through the Legislature very quickly and we will need someone to help us. Some Legislative Committee meetings have a very short notice of meeting (24 hours or less and can be spontaneously rescheduled sooner or later).

POI (Dowden): Because of the spontaneous schedule, much of the burden of this pursuit will fall on Central Chapter because of its closer geographical proximity to the Legislature's meetings.

2nd (Henderson)

Motion passes unanimously.

g. Central Chapter

The Central Chapter makes up the majority of the membership for the State of Colorado. What type of involvement, if any, do we need to make sure that the Central Chapter has the resources it needs to succeed?

Rossman: Overview of this issue. Goal is that within the next six months to have the needed committees organized and working. Program Committee will continue need to be a focus. Existing slate of officers was carried over for 2007 since reorganization of Central Chapter's BOD, efforts, and programs were just getting things going again.

The BOD remained entirely intact for 2007. Budget has been evaluated, and the Chapter's BOD intends to make the Chapter more active and growing. Programming

may require additional funds to make the Chapter successful and grow, which is vitally important to NSPE/PEC's existence in Colorado because of its percentage of the membership in the state. This programming is expected to be above and beyond programming of Central Chapter in the past and will subsequently necessitate some additional financial support y PEC.

Cochran: Rossman has been a very positive and successful in recharging the organization and efforts of the Central Chapter as its BOD President.

Henderson: What is status of Central Chapter Budget? To have PEC support Central Chapter, Central Chapter will need to be entered as a line item in the PEC Budget.

Hyatt: Efforts have been underway extensively to get necessary answers and control of the Central Chapter budget.

Cochran: Funds would likely be requested from the Sustaining Fund.

Gulman: CC is a wholly-owned subsidiary of PEC. Central Chapter has now taken funds out of PEC into its own checking account to better track and control its funds to aid in budget formulation, control, and execution.

Motion (Hyatt): To approve actions of PEC EC providing CC's funds to CC.
2nd (Cochran)

Motion passes unanimously.

Rossman: Thank you for the support of the BOD and ideas that PEC has provided over the last year or so.

Hyatt: Thank you to Charlie for his leadership.

h. ASCE Annual Colorado Winter Meeting

ASCE has offered to hold a joint meeting with PEC on December 20th regarding infrastructure needs. Is this something PEC should take part in?

Coldsnow: Provided background. PEC has participated in this annual meeting in the past. It will be a dinner meeting again this year.

Hughes: ASCE is a technical organization that provides technical education. PEC is more of a professional organization that pursues licensure and legislation. We should show our support for working together and networking with ASCE.

Motion (Smith): To approve doing this event with ASCE

POI (Cochran): Need to appoint someone to officially represent PEC, deliver NSPE materials and the exhibit, and recruit members to NSPE.

2nd (Coldsnow)

Motion carries unanimously.

i. Website/PEC Domain Name

Suggestions on the new website? Other web site announcements.

Bourn: A broker offered \$1000 for our domain name. IMI and the EC did not think it was a good option. Broker has continued to pursue and is now offering \$5000.

Apparently, it is an environmental firm that wants the domain.

Motion (Workentine): Do not sell domain.

2nd (Smith)

Motion carries unanimously.

j. Kaplan Program

Hyatt: The Kaplan Program is provided on the national level. It has been very profitable for Tennessee's chapter. Last year when we asked for volunteers for organizing this program (working with existing programs to create a Colorado course and organize teachers), we received no responses. The people who do the teaching will get some compensation. Answers and analysis of examples and curriculum are provided by Kaplan. The schools that provide this type of review just touch on the

Fundamentals, not the Licensure renewals portion.

Henderson: Should consider working with the universities who already have a supply of teachers to do this.

Hyatt, as charged, will continue to search for someone to lead this committee.

k. Sustaining Fund Committee /Nominating Committee

Lee: Burdick is stepping down due to term limits. A replacement is needed for his position. Other members of the committee will continue to serve on the committee.

Lee: Brian Smith appointed for this position.

POI (Gulman): What are the Sustaining Fund Committee's funds currently?

Bagley: \$84,000

IX. Chapter Reports.

a. Central – above

b. Pikes Peak (Krenek): Monthly meetings. Lunch meeting in October was very successful on Traffic Control Center which was very interesting. In November, the chapter will visit Fine Arts Center in Colorado Springs. Fundraiser will be in March. September was a tour of Colorado Spring's Crime Lab.

c. Northern (Smith): Dave Wells has stepped down after 13 years as MATHCOUNTS Chair. Lisa Wilke will takeover. Last meeting was successful with 33 people. Technical meetings are very successful, but need some "fun" ones, too. Will do a joint meeting with the Northern Chapter of ASCE. Good core base of membership and experiencing influx of younger members.

d. Southern Chapter (Workentine): 58 members, 39 of PEC. Averaging over 25 members/meeting. Have established a database of members who have speakers that have agreed to speak – allows schedule adaptation. Joint meetings with ASCE in Pueblo every other month - State Bridge inspector presenting this month. Trying to recruit ASCE members to NSPE also via these meetings. Will work on getting National's officer descriptions written into Southern's Constitution to better define positions to benefit officer transition and recruitment and involvement of new members. Should share newsletters between chapters to stay in-touch and to encourage inter-chapter involvement and attendance at events that may interest members who are in different chapters.

Southern Chapter would like access to PEC's membership database so that can manipulate and search as needed for Southern's endeavors. Erin will look into obtaining access.

X. Committee Reports.

a. Educational Foundation (Mriscin): The Foundation is a separate entity named, "PEC Educational Foundation". Basically the foundation serves as a bank for the PEC Educational Program. 13 line items are all in the black, but some are very low. Will likely be a money crunch for some of these educational and MATHCOUNTS programs. Total Assets are \$166787, which is an increase of \$9300 since 7/1/07, largely because of investments increasing. Have invested about \$120000 of assets and have been making concerted effort to obtain returns on assets. Have gained \$2500 since 7/1/07. Five trustees are elected to the Foundation and are listed on the PEC website. Meetings are quarterly. Guest members are welcome and some have attended in the past. Next meeting 11/7/07 at Burns and McDonnell. Dale will provide future meeting dates, financials, etc. to Erin to put on website. Major fundraiser is the golf tournament and will be in the spring. Balu is already working on it. The Fun Walk/Run at the Annual Convention was a great fundraiser (brought in

\$1500, although only 8 of those signed-up ran).

- b. MATHCOUNTS (Cochran): Still working out locations, dates are sets. When closer, more information will be distributed. Information has been distributed directly from Nationals to the schools, which has saved much money. 1200 kids. As grows, facilities become more challenging. More and more volunteers are non-PEC members (i.e., teachers). Need someone to step into the position as a replacement. Central Chapter is running numerous competitions to avoid having the largest single one, and may need additional funding from the Educational Foundation. Thank you to the PEC chapters for their support. Colorado MATHCOUNTS is the 10th largest competition, and one of the largest per population. State competition dates will be determined after facilities have been negotiated and arranged.

(Gulman): Request in to DU for facility sponsorship for March (pending, have supported regularly in the past). Need many volunteers during competition at Marriott, airport, buses, etc. Lockheed Martin invited Gulman and Cochran to their Charitable Giving Program. 60% of those in attendance had attended MATHCOUNTS as a child, and were very enthusiastic about encouraging Lockheed Martin's support of MATHCOUNTS and volunteer opportunities for the local and national competitions.

c. QBS

Bakken: He will take Coldsnow's place on the QBS Committee.

d. House of Delegates

(Bakken): Nationals is pursuing corporate memberships.

XI. Updating of New Action Item List.

- White: Will investigate awards program and company awards
- Hughes: Legislation committee – report by 12/15
- Bourne: Check on CapWhiz – by next Friday
- Mriscin: Foundation Report Nov. 9th
- Dowden/Lee: Annual Meeting – location, speaker, etc. to be finalized and communicated to board by 12/8/08.
- Erickson: Advertise joint meeting
- Coldsnow: Find someone to take materials for booth at joint meeting with ASCE.
- Check with ASCE to determine if need support to find a speaker and provide such support.
- Cochran: Distribute dates and locations of MATHCOUNTS competitions to BOD once they are confirmed.
- Lee/Erickson: Put committees, their descriptions, and charges, and membership on website.
- Erickson: Post minutes on website

XII. Announcements.

- a. Erickson – send pictures, captions, etc. to her and she will post quickly.

XIII. Adjournment.

Motion: Bakken

2nd: Henderson

Motion passes unanimously.