
SYRACUSE ASCE BOARD MEETING MINUTES
DECEMBER 17, 2013– 5:30 PM
THE RETREAT, LIVERPOOL

In Attendance: Logan Bessel, Dan Borcz, Ray D’Hollander, Shaun Gannon, Matt Henderson, Lance Ketcham, Dawn Penniman, Kip Wittchen

- **Welcome and Roll Call: DB**
 - Roll Call/Introductions

- **Board Review, Comment, and Approval of Previous Meeting Minutes: MH - DB made motion to approve meeting minutes, seconded by LB. Aye – 5, Nay- 0; Approved. MH to put these on the Google Drive and CE to put these on the website.**

- **Appointment of Director: DB - DB made motion to appoint Kip Wittchen as Director to the 2013-2014 Board of Directors (to replace the vacancy created when Magdalena left), seconded by SG. Aye – 5, Nay- 0; Approved. MH to update the contact list on the Google Drive and CE to update the website.**

- **Treasurer’s Report: DP**
 - Reminder to use the tax exempt form
 - Tax Filing for FY 2013 due 2/17/14
 - 2014 Section Allotment (\$2,247.99)
 - Treasurer’s Report - *Changes to the budget made as discussed at last board meeting. Let DP know if there are any additional updates.*

- **Communications: DB**

11/22	Michael Sanio	Sections and Branch - Sustainability Committees – <i>The Syracuse section does currently have a sustainability committee.</i>
12/2	Leslie Payne	ASCE DiscoverE Volunteer Recognition Program Nominees? – <i>Please think about possible nominations and let DB know.</i>
12/3	Cherylyn Henry	ASCE/SEI 2014 Young Professionals Structures Congress Scholarship (Deadline 12/13) – <i>To be held in Boston this year and there are scholarships available.</i>
12/4	Guy Swenson	Joint CNYAPG Meeting at Honeywell Visitor Center (May 2014)? – <i>The Section will promote this event but not co-sponsor.</i>
12/11	Nancy Berson	Section & Branch Information Exchange Recap – <i>DB passed out a summary.</i>

12/12 Nancy Berson

2013 Section and Branch Outstanding Web Site Award –
The Section applied but was not selected for the award.

12/17 Jennifer Canning

Cross USA Geo-Institute Lecture Tour – Ray D’Hollander may apply to have the Section host. Applications are due in April..

• **Programs / Continuing Education: DB/OPEN**

- PIE Updates: Website, Pricing, and Application forms
- Reminder that Bergmann Associates and B&L will approve presentations for PDH credit for the Section
- 1/23/14 – PDH Dinner Meeting “Chemical Analysis of Sediments” by Patricia McIsaac (Test America) **DP**
- Jan – Hydraulic Case Studies (Costa Rica or Chile) by Kevin Candee **RD’H**
- Other PDH Presentation possibilities include: ADS/Hancor Drainage Products, Filtterra Stormwater Product, Geddes Brook/9 Mile Creek Vegetation Restoration Efforts (**RD’H**), , Onondaga College Music Hall (C&S), Passive Diffusion Bags by ALS (**DP**), Hubbell Galvanizing Tour & social event at Saranac (**SG**)

• **New Business: DB/OPEN**

- 2013 Annual Report Submitted
- Joint ASCE/ASHE/ITE Holiday Happy Hour Recap (12/4) – *ASCE had good representation at the event.*
- 2014 WSBL & ERYMC, February 7-8, Indianapolis, IN **SG & KW**
- E-Week Event **BK & DP**
 - Tuesday (2/18/14) or Wednesday (2/19/14), PDH Lunch Presentation by Infiltrator Systems
- 2015 Annual Conference in NYC – POC with the MET Section – *The Syracuse Section may need to provide a point of contact for the MET section. Please let DB know if interested.*
- Joint Meeting with Ithaca Section? **CW & LB** – *LB to discuss with CW.*
- Student Chapter Outreach **SG & CW**
 - Visit ESF & SU – *LK to reach out to Matt Millis.*
 - Resume Review Workshop?
 - *DP to coordinate a retirement gift from the Section for Dr. Clemence.*

• **Old Business: DB** – *No updates at this time.*

- Constitution & By-laws review **BK**

- Welcome to the Syracuse Section email to listserv
- Constant Contact now available *CW*
 - How to use it?
 - Create draft layout/template for e-mail
 - Compare Syracuse Listserv to National Database
- **Newsletter and Website: *CE & DB***
 - Website sponsorship request distributed on 12/11
 - Review ACS quote for site improvements - *DB made motion to approve quote from ACS for website improvements for \$2,850, seconded by LB. Aye - 5, Nay- 0; Approved.*
 - Review current website and identify additional improvements (social media links, scroll website sponsors on homepage, etc.)
- **Committee Reports**
 - Awards: *RD'H*
 - Awards announced on 11/24; Deadline 1/10/14
 - Need volunteers for the committee
 - Distribute Awards at TACNY Banquet (3/24/14)
 - Community Outreach: *BK* – *No updates at this time*
 - Engineers without Borders: *CB* – *No updates at this time*
 - Geo-Institute: *RD'H* – *see Communications regarding Cross USA Geo-Institute Lecture Tour*
 - Golf Tournament: *LK/DP*
 - Save the Date – June 20th, 2014
 - Raffle Items Update
 - Government Relations: *MH*
 - “Support Infrastructure This Election” Conference Call (12/18 @ 12pm)
 - 2014 Legislative Fly-In, March 18-20, Washington D.C.
 - Letters to local Legislators
 - History & Heritage: *PR* – *No updates at this time.*
 - Regional Landmark Identification Update
 - St. Lawrence Power and Seaway Project International Historic landmark nomination Update
 - Membership: *CW*– *No updates at this time.*

- Membership Champions Program Update
- 2014 Membership Renewal Reminder
- Life Member Recognition
- Nominating Committee: **BK/DB** – *No updates at this time.*
 - Transferring Institutional Knowledge – use the Google Drive
- Technical Society Council: **BK**
 - Mini Maker Faire (1/25/14)
 - Should we consider dissolving the TSC? – *DB to respond to BK regarding this request. The Board understands the importance of the TSC but would like to see a clearly defined goal.*
- Scholarship: **TH/DB**
 - Maximum of \$7,500 from the scholarship & education account was allotted for the 2014 Scholarship Awards (E-Vote on 11/26). DB motion, DP second, all in favor. *Request for applications were sent out to universities.*
- Younger Member: **LB**
 - Facebook or Google+ page Update – *KW to assist LB in evaluating these updates.*
 - SU Basketball Game vs. Notre Dame on 2/3?
- **Meeting Schedule** (subject to change):

2013-2014 ASCE Syracuse Section Meeting Responsibility			
	Board Mtg	PDH Mtg	Student Chapter Mtg
Jan-14	S. Gannon Tues 1/21	D. Penniman	
Feb-14	S. Livermore Tues 2/25	E-Week Event B. Kubiak	SU Joint Mtg M. Millias
Mar-14	Arcadis Tues 3/25	R. D'Hollander	SUNY IT Mtg A. Falkenmeyer
Apr-14	M. Henderson Tues 4/15	C. Enechukwu	Spring North Country Mtg T. Horth & L. Bessel
May-14	Annual Meeting Week of 5/19		
Jun-14	Local Bar Tues 6/10	S. Gannon?	

- **Adjournment** - *DB made motion to adjourn the meeting; seconded by SG. Aye – 5, Nay – 0; Approved.*