
December 18, 2014 – ASCE Syracuse Board of Directors Meeting Minutes

ATTENDEES: SHAUN GANNON (SG), CHUCK WHITE (CW), BRIAN BYRNES (BB), KELLI MCARDELL (KM), DAWN PENNIMAN (DP), LOGAN BESSEL (LB), SETH LIVERMORE (SL), BRAD KUBIAK (BK), KIP WITTCHEN (KW)

MEMO TO THE BOARD

1. Recap of November Meeting: Meeting minutes attached to this memorandum.
2. **2014 CNY Engineering Expo:** There continues to be an issue with the Sections support of the CNY Engineering Expo. Due to the fact that the Section was named on the contract with the Oncenter, all payments for the Expo must come from the Section. A conference call of the Board was conducted on December 1, 2014 to discuss this situation. Of note from this meeting:
 - a. The Sections tax exempt status sets our gross receipts at \$50,000 allowing us to file our return using Form 990-N. Our gross receipts in 2015, from all sources (i.e. golf tournament, social events, etc.), may result in the Section exceeding this limit. This may require us to file Form 990-EZ at a cost to the Section of \$700-\$1000.

Based on the advice of our Accountant (see attached) we will not need to file Form 990-EZ for the 2014 fiscal year. However, a determination will need to be made if the Section will not meet the criteria for Form 990-N and therefore incur the extra cost for Form 990-EZ.

Shaun Gannon (President), Chuck White (President-Elect) and Dawn Penniman (Treasurer) attended the CNY Expo debrief meeting on December 16, 2014. At this meeting we informed the committee of our tax situation and requested that any additional cost to the Section be reimbursed by the Committee. A motion was made by Tom Horth, Chair of the Expo Committee, to reimburse the Section for any additional tax related cost. This motion was approved by the Expo Committee.

The conclusion was, the Expo Committee issued a check (from C&S Companies) to the Section in the amount of \$34,159.68 (Including the \$4,200 in deposits) to cover the balance due (\$29,959.68) to the Oncenter for the 2014 CNY Engineering Expo. This check was deposited on December 17, 2014 into the Sections Key Bank Account. The Treasurer will issue final payment to the Oncenter once the C&S check clears our bank account. This will complete our obligation under the Oncenter contract for the 2014 CNY Expo.

3. **2015 CNY Engineering Expo:** As noted under the 2014 CNY Engineering Expo, the President, President-Elect and Treasurer attended a debrief meeting. At the meeting we expressed that if the Section was to continue to be the primary sponsor then the requirements outlined in the November 2014 Memo to the Board needed to be brought before the Expo Committee and agreed too.

In summary, the Expo Committee discusses various other potential primary sponsors including TACNY, SU, IEEE. There was also a discussion from the Expo Committee forming their own 501c3 organization. However, it was determined that at least for the 2015 CNY Engineering Expo, that none of these options



SYRACUSE SECTION

were feasible. Therefore, the President offered that the Section be the primary sponsor for the 2015 CNY Engineering Expo if the Committee agreed to:

- a. Two members of the ASCE Section Board serve as voting Members on the Expo Committee
- b. The branding of the Expo be reworked to provide more recognition of the Section's essential role in making the Expo Possible.

A motion was made by Tom Horth, Expo Committee Chair, to accept the Section's offer for 2015 and to explore other options for the future. The motion was approved by the Expo Committee.

Therefore, a resolution is made to the ASCE Syracuse Section Board, by the President, to approve the Sections sponsorship of the 2015 CNY Engineering Expo based on the two requirements (3a & 3b). The Section sponsorship will follow the Society guidelines.

The following Issues/conditions were discussed:

- 1. Accounting for CNY Expo to be handled by Syracuse Section
 - 2. Development for distribution of profit from CNY Expo
 - 3. Redevelopment of registration costs for supporting organizations
 - 4. Reach out to Albany Section to discuss lessons learned from events this large.
4. **Scholarship Committee:** Tom Horth, Chair of the ASCE Syracuse Section Scholarship Committee has made the following motion to the board for the 2015 Scholarship Awards.

"On behalf of this year's scholarship committee, we are proposing a motion for a total of \$7,500 (5 scholarships @ \$1,500) to be allocated toward this year's scholarships. As with the previous two years, 4 scholarships would be available to the four schools (1 each school); 1 at-large scholarship will also be available based on the pool of applications received."

Motion: KW; Second: BB; 6-Aye 0-Nay; Motion Passed

Secondary – Encourage more participation in Scholarship applications through the use of fliers and engaging University Advisors.

Old Business

5. **Legislative Fly-In:** The Fly-In is scheduled for March 24-26th. The deadline to apply is December 1, 2014. I am offering to attend this year on behalf of the Section. I live within the district of Representative Hanna who is a targeted member for building support for infrastructure funding support. I would like to see a YM participate as well if possible. **[Update]: Shaun Gannon and William Finch have registered to attend the Fly-In.**

6. **Bylaw Updates:** Chuck, Kip and I met to address the comments from the Society on the Sections Bylaws. In general the comments were generic format / word selection. There was one item that concerned us, which was:

Term. The President shall serve a one (1) year term. The President shall assume the office immediately following the conclusion of a term as President-Elect. After serving one (1) full term, the President shall be ineligible to serve in the same office.

This language appears in the Terms for President, President-Elect, and Vice-President. Our concern is the term limitation language. As written once an individual serves as President, he/she can never serve as President again. Since the Section has difficulties obtaining and retaining Board members, excluding someone from never serving again as an elected officer is self-defeating. Therefore, we recommend language with term limits and a "vacancy period".

Term. The President shall serve a one (1) year term. The President shall assume the office immediately following the conclusion of a term as President-Elect. The President is limited to two (2) consecutive terms. After serving two (2) full terms, the President shall be ineligible to serve in the same office for two (2) consecutive years.

I recommend to the Board that this altered language be passed back thru the Society for comment.

7. **PDH Events:**
- a. **Environmental** – Brian Stone (DP) – January 6, 2015 – CSX Real Property, Inc. – Priest Stream Former Culvert Restoration, Leominster, MA – January 6, 2015 – Casa di Copani; RSVPs due by noon Tuesday, December 30, 2014.
 - b. **Structural** – Joint Event with CSI – April 2015 at Tony's / Utica Auditorium (SBG/PR)
 - c. **Early February 2015** – Date TBD (CW)
 - d. **March 2015** – Date and Details TBD (BB)
8. **YM Event** – Crunch Tailgating on November 7, 2014 – (EAH)
9. **PDH Presentation at B&L**

Motion to Adjourn: CW; Second: KM; 6-Aye, 0-Nay; Motion Passed.