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SYRACUSE ASCE BOARD MEETING MINUTES  
FEBRUARY 19, 2013– 5:30 PM  
O'BRIEN & GERE, SYRACUSE

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**In Attendance:** Logan Bessel, Dan Borcz, Ray D'Hollander, Chioma Enechukwu, Matt Henderson, Brad Kubiak, Dawn Penniman, , Magdalena Rychtecka, Chuck White

- **Welcome and Roll Call: DB**
  - Roll Call/Introductions
  
- **Board Review, Comment, and Approval of Agenda: DB** - *DB made a motion to approve meeting agenda, seconded by RDH, All in Favor, Nay - 0, Approved.*
  
- **Board Review, Comment, and Approval of Previous Meeting Minutes: SL** – *DB made a motion to approve the meeting minutes, seconded by RDH, All in Favor, Nay - 0, Approved.*
  
- **Treasurer's Report: DP** – *DP presented Treasurer's Report*
  - Treasurer's Report
  - Region 1 Section Assessment (\$573) – *Increased this year since the Regional Allotment from National decreased and travel costs are increasing.*
  - *Rename "Scholarship Account" to "Scholarship and Education Account" – RDH made a motion to approve name change to clarify use of funds for educational related activities as well as scholarships. Seconded by DB, All in Favor, Nay - 0, Approved.*
  
- **Communications: DB**

1/23	Tom Horth	SUNY Canton Annual Report
2/4	Matt Millias	Syracuse University Annual Report
2/4	Steven Wei	SUNY IT Annual Report

*Annual reports will be posted to the section website pending contact to each student section.*

*Clarkson University has been contacted about submitting their Annual Report.*

2/11	Diana Wolgemuth	E- week presentation (networking) postponed – <i>Presentation to be scheduled with the SU ASCE Student Chapter as a YMG event.</i>
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- **Programs / Continuing Education: DB/OPEN**
  - TACNY advertisement reminder – *Reminder to the Board to use the TACNY website and listserv to announce the Section's upcoming events*

- March - Onondaga Lake TMDL work w/Onondaga County **MH** - *Draft in progress exact date TBD.*
  - March 18<sup>th</sup> - 14<sup>th</sup> Celebration of Technology Awards Banquet – *DB will attend and setup exhibit table before the banquet. MR and LB volunteered to help. SL will add Banquet to upcoming events e-mailing*
  - Wednesday April 10<sup>th</sup> - PDH Presentation & Tour of the Woodland Reservoir and the UV disinfection facilities being constructed
  - April 12<sup>th</sup> - Joint meeting with SU (Dr. Bhatia). Combine this with a Geo-Institute Meeting? **RDH** – *RDH to contact Dr. Bhatia about a presentation for the Seismic Design of Levees.*
  - Wednesday May 15<sup>th</sup> - Joint meeting with CNYAPG to tour the Geddes/Ninemile wetland restoration site and have a presentation by Craig Milburn (Brown & Sanford Consulting).
  - Other PDH Presentation possibilities include: ADS/Hancor Drainage Products, Filtterra Stormwater Product, Test America Inc, Stormwater Practices (**MR**), Geddes Brook/9 Mile Creek Vegetation Restoration Efforts (**RDH**), Hydraulic Case Studies (Costa Rica or Chile) by Kevin Candee - *Kevin Candee is putting together a PDH for Hydraulic Case Studies, Date TBD.*
- **New Business: DB/OPEN**
    - January PDH Dinner Meeting Recap (1/24) – *20 people in attendance, good topic, and good location. Discussed continuing to have PDH meetings catered at a local company training room instead of a restaurant to reduce costs.*
    - WSBL & ERYMC Recap (2/8 – 2/9) **DB/LB** – *Good conference despite the poor weather conditions. DB discussed ideas to promote the section including billboards and display banners. Highlighted the services National has to retain and recruit members. LB discussed ways to engage YMs and get them to attend meetings. The Buffalo section is interested in hosting the 2016 ERYMC; Jason Havens is looking for volunteers from other NYS sections to help in planning.*
      - *As a way to engage students MR discussed working with Arcadis to present to student s about ASCE and what engineers do. Approx 1 hour presentation, listen and offer feedback after presentation. Opportunities for mentoring are also available. MR to contact South Salina School for interest.*
    - SU Steel Bridge Team Mentoring **LB** – *SU is forming a steel bridge team and competing in the Regional competition this year. LB is offering guidance.*
    - E-Week event: PDH Lunch Meeting Recap (2/19) – *Thank you to Tom Horth and Brad Kubiak for E-week slides and hosting (respectively). PDH lunch meetings attract a different cross-section of members; it appears feasible to continue at least 1 per year.*
    - Listserv status & Constant Contact Update – *DB pushing forward to switch listserv to constant contact. Inappropriate use of the listserv (reply-all) has made this a top priority.*

- Joint Meetings with student chapters – Dates & PDH Ideas? – *SU, CU, SUNY Canton, and SUNY IT practitioner advisors contacted for suggestions of Dates and PDH Ideas. Consider having professors present their work.*
- NYS Council updates
  - NYS Council Constitution & Bylaws approved by R1 – *Approved without amendment*
  - Empire State Fellows Program – *Leadership training program for engineers to work with policy makers.*
  - Next Meeting Saturday April 20<sup>th</sup> in Hartford, CT – *Meeting will take place Saturday morning and continue with the Region 1 meeting for the remainder of Saturday and Sunday morning. NYS Council agenda items to include planning a path forward for the Legislative Action Committee, Awards Committee, and NY Report Card Committee.*
- **Old Business: DB**
  - Constitution & By-laws review **BK** – *Meeting to be set up by BK to discuss the changes. Discussed adding usage requirements in the form of a “Mission Statement” for the scholarship account (now the Scholarship and Education Account).*
  - Website sponsorship request email to listserv – *DB to work on this*
  - Welcome to the Syracuse Section email to listserv (wait until Constant Contact is live) – *DB to work on this*
- **Newsletter and Website: SL**
  - Website overhaul update – populate & utilize
    - DB suggestions for improvements – *were provided to SL to ask for a quote from ACS. Encouraged Board Members to offer improvements they would like to see.*
    - Golf Tournament Tab? – *discussed adding a golf tournament tab to the Section’s website to drive traffic here*
  - May 2012- May 2013 Newsletter Committee (Chair?) – *MR to chair this committee*
- **Committee Reports**
  - Engineers without Borders: **CB** – *No New Updates*
  - Younger Member: **SL**
    - February Happy Hour & SU Basketball Game Recap (2/4) – *15 attendees, happy hour at Chuck’s and a SU victory made for a good night!*
    - Crunch Game – *LB to plan the Crunch game as a YMG event.*
  - Membership: **MH**

- Success on updating the Listserv & Welcome to the Section e-mail – *Thank you to MH for updating the listserv and sending new members personal welcome e-mail once they join the Section.*
- Golf Tournament: **LK/DP**
  - Fundraiser update (Family memberships to Utica Zoo) – *DP to contact SUNY IT if they know anyone who could use the zoo tickets.*
  - Kick-off meeting date – *TBD*  
*Tournament Date: June 21, 2013 at the Links at Sunset Ridge.*
- Scholarship: **TH/DB**
  - Meeting to recommend winners TBD – *6 candidates submitted applications this year.*
- Community Outreach: **BK**
  - Earth Day Event – *BK contacted other organizations about teaming up; awaiting responses*
- History & Heritage: **PR**
  - Regional Landmark Identification Update – *Application Letter in Draft stage. RDH asked about buildings on NYS Fairgrounds or Carrier Dome as potential Regional Landmarks.*
  - St. Lawrence Power and Seaway Project National Historic landmark nomination Update – *International Landmark Recognition being sought.*
- Government Relations: **MH**
  - 2013 Legislative Fly-In Update (budget) – *National will provide a stipend for MH's attendance. RDH will also attend on behalf of the Section.*
  - Protect Transportation Funds in NY – Support Senate Bill S 1917 (BRIDGE Reform Act) – *Participate in the "Click and Connect"*
  - "Your Section's Role in the 2013 Report Card for America's Infrastructure" webinar Recap – *Report Card tools are available through National. New this year: Share success stories, digital only (website and app), state information is included. National asked for a "face" for the report card from each Section. Add request to listserv for volunteer; try for a voice from "underrepresented" discipline.*
  - Welcome letter to representatives - *wait until Report Card is released and include Report Card with welcome letter.*
- Geo-Institute: **RD'H** – *Requested e-mail list from National. Planning meeting soon.*
- Awards: **DB**
  - Status Update – *No awards will be given this year due to time restrictions. Awards to be modeled after other Section's established programs and will be set-up for next year.*

- **Other Items?**

- *Ithaca Section Update – Todd Mueller from Ithaca Section is looking to re-establish activity within the Section.*
- *Nominating Committee – Add request for new Board Members to e-blast*
- *Past Board Meeting Attendees: Copy past attendees on Minutes and Outlook invite for future meetings*

- **Board Meetings for the remainder of the year** (subject to change, outlook invite to follow):

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|-----------------------------------|---------|----------------|-----------|
| - Tuesday, March 26 <sup>th</sup> | 5:30 pm | S. Livermore   | Beardsley |
| - Tuesday, April 23 <sup>rd</sup> | 5:30 pm | D. Penniman    | Arcadis   |
| - May                             | 5:30 pm | Annual Meeting | TBD       |
| - Tuesday, June 11 <sup>th</sup>  | 5:30 pm | Local Bar      | TBD       |

- **Adjournment** – *DB made motion to adjourn, RDH Seconded, All in Favor, Nay - 0, Meeting Adjourned*