

## FWCS – ASME July 2011 BOD Meeting and Planning Session Minutes

### Attendees:

- Sean Gentry
- Dave McCaffery
- Magdalena Krstanoski
- Pete Grotsky
- Cliff Powell
- Tim Hunt
- Elizabeth Vincourek
- Paul Stevenson
- Matt Montgomery
- Ken Fiallos
- Karen Malesky (via phone)
- Bob Andrew (via phone)
- Tuan Tran
- Jack Hipple (via phone)

### Meeting Minutes:

- Elizabeth opened the meeting at 6:15 pm. Several members joined by conference call.
- Elizabeth introduced the new officers, which happen to be the same officers as last year. She also passed around a list of committees we'd like to have staffed for the coming year and asked the members in attendance to sign up if interested in the subject matter.
- Interesting Factoid: only 150 of our 800 members actually open our newsletter each month!
- The May meeting minutes were reviewed and accepted without changes.
- Treasurers Report
  - Matt reviewed the May report and it was approved unanimously
  - Matt reviewed the June report and it was approved unanimously
  - Matt discussed our investment strategy briefly, but will be sending out a questionnaire to the Board Members that was given to us by Morgan-Keegan. It will help us develop a strategy that will allow us to invest our excess funds today and set guidance for future board members.
- Selection and Recruitment of new Committee Members
  - Several new members in attendance signed up for open committee positions. Dave and Sean signed up for several, as well as Tuan.
  - Pete mentioned that the St. Pete times runs "blurbs" every Monday from organizations in the Business Section. Jack reinforced this with his own experience. Pete will forward Elizabeth with the information on how to submit.

- Honors and Awards Committee was not one that received interest. Elizabeth expressed the importance of involvement in this area. This committee works on the Engineer and Student Engineer of the Year awards as well as the Helen and Clarence Scholarship.
- The Programs Committee as well was highlighted as an area of need. All members were encouraged to assist Magdalena in this area as it is a lot of work and we need to develop members interested in taking over for Magdalena when she wants to move on to another position.
- Directors Selection was discussed at some length. Some of our directors are active, others are not. Should we consider changing how directors are selected and the length of their term? Our Bylaws discuss the process, but does not give clear guidance on the length of term. This subject will be tabled until the next Board meeting.
- Programs
  - Magdalena presented her document regarding various tour/meeting ideas (see attached).
  - Pete mentioned that CTC has a great facility in Pinellas Park that may be a good tour idea.
  - Steve mentioned that a past tour at Ball Container was also very interested and right across the street from the Pepsi plant that Magdalena had mentioned.
  - Karen Malesky, a new attendee to our meetings, mentioned that she is involved in STEM education within ASME and would like to offer her services in the form of hosting a workshop prior to E-Week or possibly in a fall meeting. She will email Magdalena with some suggestions and coordinate planning. She also mentioned the New Children's Blazer Museum as a possible tour location.
  - Magdalena spoke with Jim Anderson recently, and IEEE is holding a seminar in October that is called "How to build your Own Website" at the St. Petersburg Yacht Club. They have offered to hold it as a joint meeting with ASME. Our members would pay the "member price" of \$25/person. Saturday, Oct 15<sup>th</sup>, 9-12 pm.
  - We decided to have a meeting centered on USFirst. Magdalena recently saw a speaker from an FRC team that was very impressive. They would love to present to our section. Perhaps we can include an FTC team as well as a Lego League team? It was decided to pencil this in for November.
  - Another idea discussed was a meeting or seminar geared towards public speaking or "soft skills". How to manage a meeting, how to present, etc? Tim Hunt volunteered to look for various options in this area.
  - Paul mentioned that Michael Colitz recently presented on Patent Law reform and how it will impact our industry. He felt Michael may be willing to present this same topic to our section. Paul to provide contact info to Magdalena for pursuit.
  - Green Energy topics are also hot. Pete mentioned a government contact that might be able to help. He will provide Magdalena with the contact info.
  - Sean mentioned that Trane also has good information on Green Energy topics. Perhaps we could organize a joint meeting with ASHRAE with Trane as a speaker? Dave felt he

had access to some information on how to get in touch with ASHRAE, and will provide info to Magdalena.

- Cliff mentioned that his Dad is the resident engineer on the American Victory Ship in Tampa. This ties in nicely with Magdalena's request that we consider an ASME Landmark in the Tampa Bay area. He will get some information on the ship and help to champion the cause.
- Professional Development Activities
  - Tim has volunteered to chair this committee, and he and Elizabeth will get together to share ideas and discuss the plan for the year.
  - Magdalena to add a "blurb" to the newsletter to let our members know that we have a set of PE Review discs that they could borrow to study for their PE exams.
- New Business
  - Tim mentioned an idea to send out a Birthday card to our members when they have one, and include a hand written note as well as our latest newsletter. It might encourage them to come out to a future meeting. Tim and Elizabeth will coordinate, and Pete also volunteered to help.
  - The Banquet Planning committee was discussed, and ASME involvement. Matt volunteered to help this year, and Cliff, Karen and Elizabeth also expressed a desire to help. Paul has backed off on his involvement as well as Pete.
  - The potential for an August meeting was discussed. It should be easy, like a networking event. Possibly at Bay Harbor Best Western? Steve to provide the contact info to Elizabeth.
  - Elizabeth also mentioned an idea to start charging, even for free events, then refund the money to the attending members when they actually show up for the meeting. This would help ensure that folks that register for events actually show up. We've had an issue with people holding reservation spots, then not showing. We'll consider this problem as a board and discuss further at the next meeting.
- The next BOD meeting is planned for August 17<sup>th</sup>, at 6 pm, at McCormick Stevenson.
- Meeting was adjourned at 8 pm