

**Lehigh Valley Engineering Council
Meeting Agenda**

Date & Time: 6:00 PM, April 11, 2012

Location: Lehigh University, Packard Lab Room 324

AGENDA

Ben Guthrie, ASCE
Joe McCarthy, PSPE
Daryl Callan, EWB-LVP
Mat Pezon, AiCHE

Meeting called to order at 6:05 P.M.

1. Approval of Minutes
Joe made a motion to approve minutes. Ben seconded. Minutes passed.
2. Revisit IEEE additional funds for the banquet
IEEE is asking for a refund for the 3 seats, the difference between the student and adult price. From the previous meeting, \$80 was decided as the billed total to IEEE. IEEE would like to be reimbursed \$45 for the three student seats, for a balance of \$35 due to LVEC. For next year, Ben suggested charging everyone \$35 and students will get a credit back. It was determined that the original \$80 bill would be sent to IEEE.

Cabot Cheese should be removed from Gold Sponsor list.

3. Financial Report

Financial Situation – banquet

-Assuming that Air Products' and Lutron's checks are received and that the LVEC's Share of EPBJ advertising is the same as last year, the banquet netted \$400.

Status on Dues

-All dues from member societies have been received.

Treasurer's Bond

-Treasurer's Bond is now active. \$90/year is the fee for up to \$15,000 of coverage, and previously the LVEC was paying \$100/year for the same coverage.

Daryl made a motion to approve the Treasurer's report. Mathew seconded. Treasurer's report passed.

4. Officer Nominations
Ben is stepping down as treasurer. Although nominated, Mat cannot accept the vice-chair position this year. There are a few additional candidates for officers that Joe is in contact with and will follow up with.

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The meeting night may be an issue for some candidates. Ben suggested that the council sends a call for new representatives from the member organizations, and in this way, LVEC can recruit new members for the board and member organizations will receive the participation credit. Daryl will send call for new representatives. Nominations will be made by the nominations committee at the next meeting. Chris needs to confirm that he will accept the chair position for next year.

5. Upcoming LVEC Events

The website is up-to-date with all events.

6. Upcoming Member Society Events

The website is up-to-date with all events.

7. New Business

Meeting location for next year– Daryl will follow up with Cedar Crest (CC) and Joe will follow up with DeSales (DS) on possible meeting locations. Some other locations were suggested and will be considered further if CC or DS won't work out.

Motion to adjourn made by Daryl. Seconded by Mat. Meeting adjourned at 6:50 P.M.

8. Next Meeting

Wednesday, May 9, 2012