

Meeting Minutes

Monday, April 14, 2014

Attendees:

Chris Blechschmidt - PSPE
Scott Stenroos – ASCE
Rich Wagner – ASQ
Daryl Callan – ASME, EWB

Location: Keystone Consulting Engineers, Inc. 6235 Hamilton Boulevard, Wescosville, PA 18106

1. Call to Order:

- a. Meeting called to order, 5:37 PM

2. Approval of Minutes:

- a. February 10, 2014 Minutes, Rich Wagner made a motion to approve the minutes with the corrections noted below which was seconded by Chris Blechschmidt, the vote was unanimous with Daryl Callan abstaining, motion passed.
(1) Item 4.e – change spelling of Cone to Kohn.

3. Feedback on 2014 Engineers Week Banquet:

- a. 110-120 in attendance for the evening. Chris B. to confirm.
- b. No feedback nor complaints were received.
- c. LVEC members present enjoyed the speaker and his presentation.
- d. Speaker gift was much appreciated by the speaker.

4. 2015 Engineer's Week Banquet Reservation:

- a. Members present agreed that the 2015 Engineers Week Banquet should be held at the Holiday Inn Fogelsville located at the intersection of I-78 and Route 100.
- b. Reservations should be made for February 20, 2015.

5. Treasurer's Report:

- a. \$1000 check received from Air Products.
- b. Daryl has collected all of the checks and money except for PSPE, which has to be deposited in the bank yet.
- c. Daryl reported that we should clear \$14.43 plus the PSPE balance for the banquet. See attached 2014 Banquet Cost Summary. Daryl to update.
- d. Current account balance is \$4,667.64 prior to deposit. See attached Treasurer Report.
- e. Daryl to provide updated reports for next month or by email sooner.

6. New Board Starts July 1, 2014:

- a. Fiscal year runs July 1 to June 30, new board starts July 1, 2014.
- b. Alan Fornwalt will be the Chair.
- c. Daryl Callan anticipates moving to Texas.
- d. Scott Stenroos has ASCE duties and may not be available.
- e. LVEC will be need of a Vice-Chair, Secretary and Treasurer.
- f. Rich Wagner may be available to fill one of the open positions.
- g. Schedule for the new board transition is to nominate in May and vote in June.

7. **Next Meeting Date:**

- a. **Next meeting date is Monday, May 12, 2014 at 5:30 PM at Keystone Consulting Engineers.**
- b. **Future Meeting Dates:**
 - (1) 6/9/14.

8. **Adjournment:**

- a. **Meeting Adjourned at 6:05 PM.**

LVEC 2014 Banquet Cost Summary

Date	From	Check No.	Amount	Notes
2/21/2014	LVEC	1088	(\$1,000.00)	Holiday Inn Lehigh Valley - Deposit
	LVEC	1089	(\$2,975.30)	Holiday Inn Lehigh Valley - Balance Due
	Lehigh Valley IEEE	1565	\$985.00	Meals
	Rettew Associates	36944	\$300.00	Silver Sponsor
	ASME	1015	\$630.00	Meals
	Lehigh Valley ASCE	2203	\$500.00	Gold Sponsor
	Regan, Levin, Bloss, Brown & Savchak	10275	\$100.00	Bronze Sponsor
	KCE	93700	\$100.00	Bronze Sponsor
	Monarch	49946	\$100.00	Bronze Sponsor
	Bernie Teletovich		\$70.00	2 Meals
2/21/2014	LVEC	1090	(\$121.96)	Refreshment Reimbursements
2/21/2014	LVEC	1091	(\$23.30)	123.30 speaker gift minus 100 Bronze sponsor
	Demco Enterprises	206011	\$345.00	Bronze Sponsor
	Lehigh Valley IEEE	1571	\$85.00	Meals
	Chase		\$45.00	Meals
	LVEC	1092	(\$225.01)	Holiday Inn Lehigh Valley - Balance Due
	ASSE	1001	\$100.00	Dues (100), Silver Sponsor (100)
	Air Products Foundation	200390	\$1,000.00	Gold Sponsor

\$14.43

Treasurer's Report

<u>Date</u>	<u>Transaction</u>	<u>Check Number</u>	<u>Check Cashed?</u>	<u>Balance</u>	<u>Notes</u>
7/1/2010	\$7,218.24 Beginning Balance			\$9,414.41	
1/22/2011	(\$250.00) Check	1060	yes	\$9,164.41	Engineers Without Borders
1/23/2011	(\$1,000.00) Check	1061	yes	\$8,164.41	Holiday Inn Lehigh Valley - Deposit
1/23/2011	(\$72.34) Check	1062	yes	\$8,092.07	Ben Guthrie Reimbursement - 2010 Speaker Gift
1/23/2011	(\$600.00) Check	1063	yes	\$7,492.07	Agnes Murianyi - Website Expenses
1/23/2011	\$0.00 Check	1064	N/A	\$7,492.07	VOID
1/23/2011	(\$28.00) Check	1065	yes	\$7,464.07	Daryl Callan Reimbursement - 2010 Nametags
1/23/2011	(\$70.00) Check	1066	yes	\$7,394.07	PA Dept. of State - Decennial Report
2/4/2011	\$200.00 Deposit			\$7,594.07	Deposit - Petty Cash
2/22/2011	\$4,270.00 Deposit			\$11,864.07	
3/25/2011	\$1,660.00 Deposit			\$13,524.07	
3/1/2011	(\$6.00) Service Charge			\$13,518.07	
3/2/2011	(\$5,106.49) Check	1067	yes	\$8,411.58	Holiday Inn Final Payment
4/1/2011	(\$6.00) Service Charge			\$8,405.58	
4/4/2011	(\$262.65) Check	1068	yes	\$8,142.93	Bernie Telatovitch - Banquet Expenses
4/4/2011	(\$755.93) Check	1069	yes	\$7,387.00	Frank Willis (Speaker) - Travel Expenses
4/4/2011	(\$111.95) Check	1070	yes	\$7,275.05	Dave Toler - Fruit and Vegetable Trays
5/10/2011	\$1,135.20 Deposit			\$8,410.25	
5/10/2011	\$0.00 VOID	1071		\$8,410.25	
5/20/2011	(\$836.00) Check	1072	yes	\$7,574.25	EPBJ - For 2011 Advertisement
11/9/2011	\$500.00 Deposit			\$8,074.25	Annual Dues
11/9/2011	(\$28.00) Check	1073	yes	\$8,046.25	Daryl Callan - Name Tag Reimbursment
11/9/2011	(\$1,000.00) Check	1074	yes	\$7,046.25	Holiday Inn Lehigh Valley - Deposit
11/21/2011	\$100.00 Deposit			\$7,146.25	Annual Dues
12/14/2012	(\$600.00) Check	1075	yes	\$6,546.25	Agnes Murianyi - Website Expenses
12/14/2012	(\$250.00) Check	1076	yes	\$6,296.25	Contribution to Upper Perk Robotics
1/10/2012	\$100.00 Deposit			\$6,396.25	Annual Dues
2/17/2012	(\$4,925.44) Check	1077	yes	\$1,470.81	Holiday Inn Lehigh Valley
3/5/2012	\$100.00 Deposit			\$1,570.81	Annual Dues - ASHE
3/5/2012	\$4,135.00 Deposit			\$5,705.81	Payments from Banquet
3/14/2012	(\$163.51) Check	1078	yes	\$5,542.30	Dave Toler - Fruit and Vegetable Trays
4/9/2012	\$1,030.00 Deposit			\$6,572.30	Dues and Sponsors Checks
4/15/2012	(\$836.00) Check	1079	yes	\$5,736.30	EPBJ - For 2012 Advertisement
4/16/2012	(\$90.00) Check	1080	yes	\$5,646.30	State Farm Insurance
5/21/2012	\$1,742.20 Deposit			\$7,388.50	Dues and Sponsors Checks, EPBJ Check
6/13/2012	(\$600.00) Check	1081	yes	\$6,788.50	Agnes Murianyi - Website Expenses
10/12/2012	(\$1,000.00) Check	1082	yes	\$5,788.50	Holiday Inn Lehigh Valley - Deposit
2/5/2013	\$2,375.00 Deposit			\$8,163.50	Dues for 10 societies and 100 sponsorship
2/21/2013	(\$4,100.38) Check	1083	yes	\$4,063.12	Holiday Inn Lehigh Valley - Balance Owed
2/21/2013	\$1,700.00 Deposit			\$5,763.12	Dues, Banquet Meals, Sponsorship
2/22/2013	(\$99.96) Check	1084	yes	\$5,663.16	Alan Fornwalt - Speaker Gift
2/22/2013	(\$187.51) Check	1085	yes	\$5,475.65	Holiday Inn Lehigh Valley - Walk-In Meals
2/27/2013	\$810.00 Deposit			\$6,285.65	Banquet Meals, Sponsorship
3/4/2013	(\$120.11) Check	1086	yes	\$6,165.54	Dave Toler - Fruit and Vegetable Trays
3/19/2013	(\$90.00) EFT		yes	\$6,075.54	State Farm Insurance
5/8/2013	\$760.00 Deposit			\$6,835.54	Deposit of past misplaced checks
5/8/2013	(\$600.00) Check	1087	yes	\$6,235.54	Agnes Murianyi - Website Expenses
5/9/2013	(\$1,000.00) Check	1088	yes	\$5,235.54	Holiday Inn Lehigh Valley - Deposit
5/22/2013	\$2,622.67 Deposit			\$7,858.21	Balance from PSPE and AIChE dues
10/8/2013	\$155.00 Deposit			\$8,013.21	IEEE Balance Owed
2/21/2014	(\$2,975.30) Check	1089	yes	\$5,037.91	Holiday Inn Lehigh Valley - Balance Due
2/21/2014	(\$121.96) Check	1090		\$4,915.95	Refreshment Reimbursements
2/21/2014	(\$23.30) Check	1091	yes	\$4,892.65	123.30 speaker gift minus 100 Bronze sponsor
2/21/2014	(\$225.01) Check	1092	yes	\$4,667.64	Holiday Inn Lehigh Valley - Balance Due
4/19/2014	\$4,460.00 Deposit			\$9,127.64	Banquet Meals, Sponsorship