

Lehigh Valley Engineering Council Meeting Minutes

Tuesday, March 21, 2017

Attendees:

David Toler (Chairperson) (SAE)
Navjot Sandhu (Vice Chair) (IEEE) Arrived Later
Rich Wagner (Treasurer) (ASQ)
Carl L. Tatay (Secretary) (ASME)
Mike Derr (ASCE)
Robert Peruzzi (IEEE)
Stephen Ressler (ASCE)

Location: Adagio Seafood Restaurant, Bethlehem, PA

I. Call to order

1. Meeting called to order: 6:05 PM

II. Previous Meeting Minutes

1. February 6, 2017 Meeting Minutes was approved.
 - a. Motion: Dave
 - b. Second: Rich
 - c. Vote: 6 Aye 0 Opposed

III. Treasurer's Report

1. Rich presented a copy of the current Treasurer's Report ending 3/21/2017. The statement's ending balance was \$9,742.72. GTA's check for \$500.00 and ASME's check for \$500.00 should be processed through PSPE. DEMCO Automation's check for \$300 is pending. Rich to follow up with DEMCO Automation. Dave will provide Rich with Banquet related invoices for speaker's gift and for platters totaling \$252.95. Bob will be reimbursed for Banquet name tags upon submitting invoice.
2. Treasurer's Report was approved.
 - a. Motion: Steve
 - b. Second: Mike
 - c. Vote: 6 Aye 0 Opposed

IV. Old Business

1. Regarding Engineering Club of Lehigh Valley (ECLV), contact is Mr. Keith Gardner. Dave will investigate the treasury movement after ECLV became inactive. Nothing to report to date.

2. Elected this officer slate for the 2016 – 2017 term: (Officers' start date was July 1, 2016)
 - a. Chair: Dave Toler
 - b. Vice Chair: Navjot Sandhu
 - c. Treasurer: Rich Wagner
 - d. Secretary: Carl L. Tatay
 - e. Webmaster: Agnes Muranyi

3. The Engineers Week Banquet was held on February 24, 2017 at the Holiday Inn. Brock E. Barry's presentation entitled "Did You Really Mean to Say That? Nonverbal Communication in the Workplace" was very well received. There were problems with the Holiday Inn bar service, food service, and staffing.

4. Mike and Stephen informed that their efforts to bring students to the "Dream Big" presentation have been a great success. There were eight showings in total including seven for local school students. The question and answer sessions following the presentations to the local school students were lively and productive. ArtsQuest is interested in doing more presentations similar or the same in the future.

V. New Business

1. Annual dues reminders need to be sent out to the societies.
2. There was a discussion to investigate having the Banquet at ArtsQuest next year. Mike will be provided with an unpriced copy of the Holiday Inn contract to present to ArtsQuest for pricing. There was a discussion about a Thursday Banquet. This can also be discussed with ArtsQuest.
3. In order to save money for this year's Banquet, Steve supplied his projector and Gary Smullin supplied a second one. For the next banquet, LVEC will investigate purchasing the projectors, a compatible splitter device and other presentation needed equipment such as a hand-held mike with stand, a lapel mike for the speaker, two screens, and tables for projectors.
4. There was an extensive discussion regarding getting students interested in the engineering profession. ASCE has the EPIC program, SAE has the World in Motion, and ASM has Material Camps, as examples. Carl will find out what is ASME's program.
5. Participation in school science fair programs by society members was also discussed.
6. Potentially, adding LVEC bi-weekly Email Burst to designated society liaison personnel was proposed. The idea is to send 26 Email Bursts per year notifying the societies of upcoming meetings, science fairs, judging opportunities, science and engineering related shows, etc. The intent is to have the liaison personnel inform their membership of upcoming events. Developing a standard submittal form for the societies to use was also discussed. The standard format would help Agnes in distributing the Email Bursts.
7. Navjot made the group aware of a free Microsoft program for non-profits that provide software to help the organization in its administration and communication needs. He will investigate if LVEC is eligible and how the different free programs can help LVEC.

VI. Future Meeting Dates:

1. Meetings are planned to continue at Lehigh University.
2. Tentative future LVEC meeting dates are: **May 8, 2017**. Dave to contact LU professor for room reservation and required LU notification.

VII. Adjournment:

Meeting adjourned approximately at 8:50 PM.