

**Lehigh Valley Engineering Council
Meeting Minutes**

Date & Time: 6:00 PM, May 10, 2011

Location: Packard Lab Room 324, Bethlehem, PA

AGENDA

Called to order at 6:05 pm

Attendees:

Joe McCarthy, PSPE
Don Talhelm, IEEE
Agnes Muranyi-Walp SWE, SME
Mat Pezon, AiCHE
Keith Gardiner, ASME
Ben Guthrie, ASCE

1. Approval of Minutes from April meeting

Motion made by Keith and seconded by Don. Minutes passed

2. Financial Report

Ben Guthrie distributed a report (Attached) that shows a balance as of May 10, 2011 of \$7,521.25. Report shows all checking account activity from 1/1/2009 thru today.

Ben also distributed a revised draft Invoice for sponsoring association dues. Suggestion was made to provide the names of the association member attending resulting in the attendance credit. The Invoices will be sent with a cover letter prepared by Joe McCarthy.

Ben reported on the Treasurer's bond. It was cancelled by Miers Insurance on 12/31 due to inactivity (no payment). Miers will not reinstate the bond since they no longer provide the treasurer's bond product. They referred Ben to the John Yurconic Agency. Ben will check with John Yurconic Agency and report availability of the bond at the next meeting.

Joe reported that the tax id number we use is not associated with LV-PSPE. A check on the web shows that it is a valid number. Joe will call an 800 number to see what additional information can be obtained.

**Lehigh Valley Engineering Council
Meeting Minutes**

3. Officer Nominations and Vote

Joe reported following nominations for 2011-2012:

Chair – Daryl Callan (previously elected)
Vice Chair – Christopher Blechschmidt
Secretary – Mathew Pezon
Treasurer – Ben Guthrie (previously elected)

The full slate of officers was unanimously elected.

4. LVEC Events

Suggestion was made to reserve a location for the Engineers Week Banquet. The Holiday Inn will be contacted to reserve space for the Engineers Banquet in February 2012. Additional locations will be assessed.

5. Upcoming Member Society Events

Agnes reviewed upcoming events that are listed on the website.

6. New Business

None

7. Next Meeting

No meeting will be scheduled during the summer. Our next meeting is scheduled for Tuesday, September 6, 2011 at 6:00 PM in Packard Lab Room 324, Bethlehem, PA

Meeting was adjourned at 6:45PM

Prepared and submitted by:

Joseph B. McCarthy
5/15/11