EXECUTIVE COMMITTEE MEETING

MINUTES

**January 2014**

Date: December 14, 2014

Place: Waterloo Restaurant, Akron, Ohio

Present: Buchanan, Richard RLBuchanan@neo.rr.com

 Osterhout, Robert ROsterPE@gmail.com

 Pechenuk, Walt WPechenu@cs.kent.edu

 Philips, Dean philipsd@firstenergycorp.com

 Voss, Robert rvoss@neo.rr.com

 Sadhukhan, Deboshri ds69@zips.uakron.edu

 Keenam, Mark mak91@zips.uakron.edu

The meeting was called to order at 6:00 p.m. by Robert Voss, Chair of the Akron-Canton Section of IEEE.

### Introductions

Self-introductions were made as all present were familiar with each other.

The order of the agenda was changed to allow the Student Chapter representatives, Deboshri Sadhukhan and Mark Keenam, to cover their material and leave early.

### Student Chapter (University of Akron)

Student Paper Contest

Deboshri reported that the Student Chapter is working towards holding a student paper contest this year. Cutoff for Region entries is April 1, and the Region contest April 4-6. For the Section Paper Contest to be completed before the Region’s contest, a paper submittal dead-line of March 7, with presentations on March 12 or 13 was proposed. Papers should be submitted to Robert Voss (rvoss@neo.rr.com).

Student Chapter Meetings

The students will be holding a student members’ meeting next week.

The students are looking for tour ideas. (The Timken alternative energy test facility was recommended, with a contact, Susan Schearer)

Roo-Uno Board

The Mark Keenam presented a project idea of kitting and selling Roo-Uno Boards (similar to the Arduino platform). The students can build activities off the sale of these kits, including: workshops for kit assembly, programming, and use. Presented at a high level, and receiving positive feed-back, the students will return with a more formal presentation as a funding request at future Executive Committee Meeting.

### Minutes of Last Executive Committee Meeting (Dean Philips)

The minutes of the December 2013 Executive Committee Meeting were mailed out prior to the Executive Committee Meeting and copies were presented to anyone that needed such at the meeting.

***Motion to approve the December 2013 Executive Committee Meeting Minutes was made by Rick Buchanan; second by Robert Osterhout; motion passed.***

### Treasurer’s Report (Rick Buchanan)

December 2013 Treasurer’s Report

The December 2013 Treasurer’s Report was mailed out prior to the Executive Committee Meeting and copies were presented to anyone that needed such at the meeting.

Highlights of the past months income & expenses were:

* The December Social
* The Executive Committee Meeting

Rick noted that there are still 2 checks, totaling $85, outstanding from 2013 science fair awards.

The current balance in the CBRS account is $16,939.29.

***Motion to approve the December 2013 Treasurer’s Report was made by Dean Philips; second by Walter Pechenuk; the motion passed.***

***A motion to fund the e-Week committee at $75 was made by Rick Buchanan; Seconded by Bob Osterhout; the motion passed.***

***A motion to fund the Student Paper Competitions at awards at $800 was made by Rick Buchanan; Seconded by Walter Pechenuk; the motion passed. The discussion immediately preceding the motion was to fund the awards at levels of $400, $250, $150, for first, second, and third places respectively.***

2014 Budget

Rick presented a draft budget for the next fiscal year, with actual incomes and expenses from 2012 and 2013 included for comparison, and the committee discussed the various line items with a few requests for clarification and recommendations for adjustment, some of which included:

* Move Practice Division expenses into Section Meetings
* Reduce Region Expenses to $0
* Fund the student section at $1000
* Move Outstanding Student Award (Stark State) out of Awards into Scholarship.

The approval of the budget at this meeting was tabled; based on this input, Rick will present a final budget at the next Executive Committee Meeting for approval.

### Website (Shannon Whalen)

No report.

### PES (Dean Philips)

No report, will cover January PES program under programs below.

### Computer Society

No report. Robert Voss noted he will be dropping this topic from future agendas due to inactivity.

### IAS (Rick Buchanan)

No report.

### PACE (Bob Osterhout)

*Same basic report as last month.*

Science Fairs

PACE will be looking for judges for three science fairs, and providing cash awards for two of those fairs as follows.

* **Jan 25** - Akron Public Schools Science and Technology Expo (Science Fair) – four judges and $200 in awards;
* **Feb 1** - Northeast Ohio STEM Science Fair @ Kent State - judges
* **Mar 15** - Western Reserve District V Science Fair @ The University of Akron – four judges and $200 in rewards.

Member Grade Elevation Workshop

Bob is looking to repeat the Grade Elevation Workshop in 2014; this time, consisting of two sessions, one to assist prospective members on putting together their request, and the second to generate the necessary referrals.

### Membership (Dean Philips)

No report.

The board meeting recessed at 6:30 pm for dinner and resumed at 7:00 pm.

### ACESS (Bob Osterhout)

ACESS needs to invoice member societies for dues ($0.35 per member at 679 members).

The Joint Societies Meeting was last night, January 13.

IEEE will host the Joint Societies Meeting in April (22, 23, or 24) on the topic of research and development being performed within the Country. The presenter will be Dr. Richard Thompson. This meeting will tentatively be at Tangiers Restaurant.

Walter ***Pechenuk moved to price the meeting at $15 for members, $20 for guests, and $10 for students; the motion was seconded by Dean Philips; motion passed.***

The concept of an ACESS membership workshop was discussed, where member societies would share success, failures, and struggles regarding their approaches to developing and sustaining membership. A date in February or March was proposed.

### Student Chapter - Stark State (Verne)

No report.

### CJEC (Richard Buchanan)

CJEC’s Canton area Engineer’s Week Banquet (with 1 CPD) will be held on Wednesday February 19, 2014; at Skyland Pines. Reservation will be through a web-site, except IEEE reservations that will be made through Rick.

CJEC is looking at the possibility of becoming more of a coordinating organization for member societies (similar to ACESS), focusing first on a joint calendar.

### Akron Engineers’ Week

***A motion was made to pay the Akron E-Week Banquet Committee $75 on the receipt of the invoice, was made by Rick Buchanan; and seconded by Bob Osterhout; the motion passed.***

### Meetings Schedule

January 30, 2014 – PES Meeting – Arc Flash (Justin Price, P.E., presenting)

February 11, 2014 – joint meeting with ASME – Simulation Process Integration & Design Optimization @ Babcock & Wilcox (Barberton), IEEE will subsidize so member costs will be $20 (as opposed to the $25 ASME price).

February 12, 2014 – IEEE Executive Committee Meeting (Notice; this is a Wednesday, not a Tuesday night).

February 19, 2014 – Engineering Week Banquets (Canton)

February 20, 2014 – Engineering Week Banquets (Akron)

March 2014 – Computer Society Meeting – Tour of Tiny Circuits (Akron) (Walter)

April 24, 2014 – Joint Societies Meeting (IEEE Host)

May 2014 – Stark State Alternative Energy (Solar/Fuel Cell) Lab tour?

April/ May – Tour of Great Lakes Brewery (Cleveland)

### Old Business

### New Business

Bob noted that he is looking for judges for the Science Fairs.

### Adjournment

***Adjournment moved by Dean Philips and second by Walter Pechenuk; the meeting was adjourned at 8:57 p.m.***

//sig//

Dean E. Philips

January 28, 2014