



THE INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INC.

Baltimore Section

January Executive Committee Meeting Report

10 February 2014

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 13 January 2014 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

1. CALL to ORDER & INTRODUCTIONS

Collin Krepps (Chair) called the meeting to order at 6:44 pm. Members introduced themselves. Attendee list is in Appendix 2.

2. APPROVAL of LAST EXCOM MINUTES

- October 2013
- November 2013
- December 2013
- January 2014

The minutes were approved for October, November, and December 2013. January 2014 will be revised to add attendees and other comments.

3. PRESENTATION of EXECUTIVE REPORTS

- Chair: Collin Krepps
 - Preparing for Annual Meeting, Feb 23 & 24
 - Planned Activities:
 - Science Kits in Libraries (expand to more libraries)
 - Employment Network – Northern VA Section Leading effort
 - ROMP- Baltimore Section Leading effort
 - IEEE Baltimore Walt Willing Reliability/Quality/Robotics Engineering Award
- Vice-Chair: Kate Duncan
 - Reviewed finances
 - Feb 15th Deadline to get L51 submitted in order to get 10% rebate
- Treasurer: Vinod Mishra
 - Not in attendance
- Secretary: Charles Johnson-Bey
 - Read the minutes from January's meeting

4. OLD BUSINESS

- Robot Challenge (Neville)
 - 8 teachers participated in training program. Now at 71 two leg robots and 13 four-leg robots. There are 15 teams attempting automation which is up from 9 teams last year.
 - The Baltimore Museum of Industry is requesting to be paid \$9k to cover the cost of their hosting our activities.
 - After a quick study, it was determined that the \$9k is reasonable
 - Team is proposing to make a payment of \$2k to cover the cost of the robot challenge and cut back our donation to the Engineering Society of Baltimore from \$750 to \$250 and use the \$500 towards the \$2k to the Baltimore Museum of Industry.
 - We would like to pay BMI directly via an invoice from them
 - A motion was made to make the two payments
 - Discussion centered around pursuing other areas of funding, and particular language we are using. We would need to have an invoice for a set of services as opposed to a donation
 - Also, we need to determine if the Baltimore Museum of Industry is set at \$9k to host any challenge or whether they will accept our \$2k
 - **ACTION: The UMBC IEEE student chapter will investigate whether their school can host**
 - **ACTION: Neville to provide logistic needs to UMBC students (1 large room and 8 small rooms)**
 - Neville, wants to keep things steady this year and we will revisit potential venues for next year
 - Motion is for this year only, we offer BMI for \$2000 to pay an invoice for hosting our robotic challenge and a we reduce our donation to ESB to \$250; Motion PASSED
 - Motion to approve spending an additional \$14/month insurance charge to cover material in the storage locker; Motion PASSED
 - Neville has not been able to reach Walt's wife; Neville and Anna to send a letter to the home address
- Engineers Week (Carole)
 - Engineers week is now called Discover E
 - Go to www.discovere.org and log all engineers week activities
 - Global marathon happening March 5-7
 - Discover Engineering Value Days Feb 22th; National Building Museum in DC
 - March 1st IEEE Dream Conference is held at Univ of MD College Park
- Operations Manual Committee
 - No Report
- Engineer's Week Activity
 - Northrop is setting up a table all week at Showcase Corner (across from the Auditorium)
- Senior Membership Drive 15 March
 - Notice was not captured in the Feb Newsletter
 - Will need to ask for money for food for this event

- IEEE R2 SAC Contribution at Rowan University April 4-6
 - \$0 in 2011, \$1k in 2012, \$0 in 2013
- UMBC Student Proposal
 - Students submitted proposal to IEEE (via email to Collin)
 - Asking members of the board to come to meetings to explain IEEE and its benefits
 - Looking to have an Entrepreneur workshop and Project Management Workshop
 - Suggested that the students approach
 - TEDCO (**ACTION: CJB to introduce them**)
 - Steve Walker (small Venture arm)
 - **ACTION: CJB to put them in contact with DBED**

5. NEW BUSINESS

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6. ROUNDTABLE

- Walter Willing information has been sent to MGA

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7. ACTIONS

- **ACTION: The UMBC IEEE student chapter will investigate whether their school can host**
- **ACTION: Neville to provide logistic needs to UMBC students (1 large room and 8 small rooms)**
- **ACTION: CJB to introduce UMBC IEEE students to TEDCO & DBED**

8. ADJOURNMENT

Motion: Dave

Seconded by: Neville

Adjourned at: 8:30 pm