

Baltimore Section
December Executive Committee Meeting Report
12 December 2016

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 12 December 2016, at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

1. CALL TO ORDER (@ 6:30 p.m.)

2. INTRODUCTIONS

3. ATTENDEES

Rob Rencewicz (Baltimore Chair)
Ben Menachery (Baltimore Vice-Chair)
Sherwood Olson (Baltimore Secretary)
Robert Berkovits
Bill Semancik
Neville Jacobs
Jay Gamerman
Barin Nag
Dave Kisak
Jeff Friedhoffer
Dan White
John Dentler
Ram Bhagat
Vinod Mishra
Dan Dosch
Tim Cash

4. APPROVAL OF PRIOR EXCOM MINUTES

Bill motioned to approve both October's and November's meeting minutes. Tim seconded the motion to approve the October minutes and Ben seconded the motion to approve November's minutes. Motioned passes for approving the minutes from both months and they will be posted.

EXECUTIVE REPORTS

Chair:

Rob mentioned the Student Activities Conference that will be hosted at Rowen University, NJ, April 7-9. He asked if the Baltimore Section should continue to support the conference with a donation. Jeff motioned to fund the conference with \$500, which was the same amount as last year. Dave seconded the motion. The motion passes and the Baltimore Section will provide \$500 for the Student Activities Conference. **Rob took the action to contact the POC and ask how to send them the donation.**

Rob stated that Chris Nemarich sent an email requesting donations from the Baltimore Section for the Boy Scouts National Jamboree eMeritbadge program. The eMeritbadge program involves teaching electricity and electronics to Boy Scouts who attend the National Jamboree in West Virginia. Chris is visiting IEEE organizations throughout R2 and R3 asking for help and donations raised will support travel, material, and logistics costs of teaching electricity and electronics at the Boy Scout National Jamboree. **John took action to talk with Chris and present a strategy to raise donations throughout R2.**

Vice-Chair:

Ben stated that he scheduled ExCom meeting dates for January through March, 2017.

Ben discussed the L-31 reports and encouraged everyone to complete them so that the section gets credit.

Treasurer:

Matt reported, through an Email that he sent, that all seven NetSuite accounts are up to date. The Prince George's County Public School transfer of funds to the Baltimore Section is still pending.

There was brief discussion of income and expenses and how much money, at a minimum, should be held in reserve going into 2017. Bill recommended that at least a two-month reserve should be maintained based on budget requirements in case unexpected expenses occur. This will sustain the section until March when IEEE provides the section its reimbursement.

Secretary:

Sherwood presented the calendar for the rest of the 2016 year.

Sherwood asked if the ExCom had a mission statement, and if not, whether it should have one. It was agreed that it would be beneficial for the ExCom to have a mission statement and John and Jeff recommended taking an existing statement, such as from Region or Member and Geographic Activities (MGA), and tailoring it for the Baltimore Section. **Sherwood will pursue crafting a mission statement for the ExCom.**

John mentioned that the Baltimore Section should reach out to underserved areas of the section. One recommended capability for outreach could be dial-in / WebEx broadcast of ExCom and Society meetings. For those not able to travel to the meeting location, they could participate remotely through a phone or WebEx conference. **Action was taken to install a conference capability for the January ExCom meeting.**

Vinod reported on the GlobeCom conference. Attendance was excellent with 2300 people attending.

5. COMMITTEE/SOCIETY/AFFINITY REPORTS

Committee Reports:

Student Activities: Neville provided his monthly report on the Robot Competition, which is attached. This year, organizations that order robot kits will have to pay for shipping.

Jay mentioned that he is looking for mentors to work with high school students as they build their robots for the Robot Competition. Neville asked if the Baltimore Section could provide financial assistance to those schools that are having difficulty funding their robot kits. More on these topics will be presented at future ExCom meetings.

Elections: Dave stated the election closed the previous night and released the results. The winners will be posted on the website. 3% of Baltimore Section members voted.

Neville encouraged the newly elected treasurer to attend all the meetings and hoped that the newsletter editor will attend, also.

Awards & Recognition Committee: Bill recommended that the Baltimore Section consider the Timbuktu restaurant for the Section Chair Dinner in May. Last year's venue was considered too noisy; so, this year a venue with a separate room is desired. There are two room sizes available at Timbuktu: the small room seats a maximum of 40 and the large banquet room seats more. There is no room charge if booked for a weeknight. Bill estimates that the total cost of the dinner event will be about \$4000 and includes the venue, food, gratuity and door gifts. There will not be an open bar.

Society Reports:

ComSoc: Jeff mentioned the COMSOC meeting on 20 Dec.

Jeff talked with Maryland Science Center director about the possibility of inviting engineers to the center as an outreach effort. More will be mentioned at a later date.

Columbia Wild Lake High School is requesting funding so they can register for the First Robot Competition. They need \$5000 total and have currently raised \$1500. Jeff motioned to provide \$500 to the school for the competition if the school reaches \$4500 in other donations. Neville seconded the motion and it passes. The Baltimore Section will provide \$500 to Columbia Wild Lake High School for the First Robot Competition if they reach \$4500 in total donations from other sources.

EMC: Robert said Bob Emmit was willing to give talk at PES/EMC meeting. **Ben took action to track down Bob Emmit's information.**

Affinity Reports:

NTR

6. OLD BUSINESS

NTR

7. NEW BUSINESS

NTR

8. MEETING ADJOURNMENT

Jeff motioned to adjourn meeting at 2002 and was seconded by Dave.

9. APPENDIX

Draft List of funds and Treasurer Report may be requested from the Baltimore Section Secretary by Email.

Status, Robot Challenge 12-12-16

1. We have two more 2-leg teams than last month and 6 schools. This puts our 2-leg total at 5 teams for Gilman, 3 teams for Beth Tfiloh, 20 teams for Flowers, 2 teams for Friendly HS, 11 teams for Wilde Lake, and 1 team for JPMCA STEM school. For 4-leg teams we have 1 from Beth Tfiloh, and 17 from Flowers. This is a total at **42 2-leg teams and 18 4-leg teams**. This compares with 6 schools, **66 2-leg teams and 13 4-leg teams at this time last year**. Since we have pushed the deadline to start work on the robots to the end of January, we plan to re-contact this month all the teachers who attended our presentations and training sessions and try to pick up additional teams by then.
2. All 4 of the Beth Tfiloh teams, 1 of the Friendly teams, and 7 of the Flowers teams will be automated (12 total). 4 of the Beth Tfiloh teams and 4 of the Flowers teams plan to also have closed-loop-with-feedback autonomous runs (8 total). Last year's figures were 19 teams signing up for automation (only 10 teams actually attempted it), and 8 teams planned on doing closed-loop autonomous runs (only 3 teams attempted it).
3. Only one school last year built their "wood" blocks with a 3-D printer, but there appears to be considerable interest in this option, and we hope this will encourage schools to provide some CAD experience for their students. There has been a need for this from universities, and as more schools purchase 3-D printers, we feel this is something we can do to help.
4. The two New Jersey sections are doing well with their Robot Challenge programs.
5. A training session was held November 17 at the Baltimore Museum of Industry (BMI). Seven teachers, and one mentor attended, and Jeff Friedhoffer, John Dentler and Barin Nag helped make it a success. The two teachers from Flowers High School, Shanice White and Alex Dulce, were very helpful in explaining some of the subtleties to the novices. Ram Bhagat (IEEE) had his first experience with the Robot Challenge, and we hope he'll be able to continue with it as a mentor or judge.
6. The Training session was the first hosted by Jamie Keffer (rather than Melinda Cane); arrangements went very smoothly, so we hope the transition will take place smoothly for the Robot Challenge on April 22 and 23. We have contacted our food supplier and reserved the April 23 date for lunch and the pre-Awards snacks. The next Training session will be held at the BMI on Saturday, January 28, from 10 AM to 2 PM (lunch included, no charge).
7. Collin Krepps is developing new software for the On-time scoring of the Robot Challenge events, and we expect this work will begin shortly.
8. We've received a check from Gilman for \$294 and a bill from Kelvin for \$1720.40 for 40 kits shipped 11/17. Expenses this month have been \$70.50.

Neville