



The Institute of Electrical and Electronics Engineers, Inc.

IEEE Baltimore Section

<http://www.ewh.ieee.org/r2/baltimore/>

Executive Committee Meeting Minutes



Vil Arafiles recorded the minutes.

DATE: October 1, 2001

TIME: 6:00pm -6:30 pm Refreshments and Senior Member Applications

6:30pm - 8:20pm Meeting

PLACE: Historic Electronic Museum (HEM), 1745 W. Nursery Rd., Linthicum, MD (410) 765-2345

Attendance: 18 IEEE Members, 1 Student Member

I. 6:30PM – INTRODUCTIONS.

II. Report from Chair (Carole Carey)

- Approval of March 12, June 12, and September 10 minutes. Copies distributed to attendees for comments. All minutes approved unanimously. The September minutes will be in the Baltimore Web minus the financial data.

- Announcements:

- ESB will have its Fall Fest. Everyone is invited.

- Call for papers for the Custom Integrated Circuits Conference for next year.

- Additional webmasters volunteered for

-- Annapolis Subsection: Dave Boyd (Dave will also help out with Reliability and AP/MTT as needed.

-- EMC: Hoosam

II. REPORT FROM VICE CHAIR -

- MVA plates now up to EE0088, with only two new plates issued for the year. MVA contact no longer at MVA, now using a generic mailing address.

III. REPORT FROM SECRETARY - (Bob Berkovits)

- Bob provided a “draft” list of 2001 chapter meetings using his own format. It contains data from ED15 and PE 31 meetings only.

- Bob needs the IEEE format.

Actions: Vil will send him a file with the required IEEE reporting format and Bob will redo the report in this format.

V. 2001 FINANCIAL UPDATES - (John Dentler, appointed 2001 Acting Treasurer).

- Financial report: No change from the September report as no new checks were issued.

- Status of Concentration Banking: Section account initiated, but no reply from bank yet.

VI. Old Business: Items requiring Immediate action discussed in previous meetings:

- Section ByLaws. Randy Bruce presented the copies of the original By Laws, revised ByLaws, and comments from Mark Apter. All recommended changes were reviewed, appropriate changes made, and a final draft was approved for submission to R2.

VII. NEWSLETTER

- Winter 2001 Issue - (Dave Stevens) absent. A mini-newsletter with the ballots need to be mailed out to members.

Action: Carole to write a "Chairman's message/report" on one page and the ballot will be on the other page.

VIII. Special Presentation: SAMIEE Data Base by Len Bathgate. Len discussed the existence of the SAMIEE data base which contains a list of all the Section members and contact information. This list is updated monthly. Section/Chapter Secretary can ask for the list or portions of the list. There are:

- 45 active members/volunteers in the SAMIEE
- e-mail lists for chapter members
- members may opt to include both office and home e-mail

IX. New Item: MAJORDOMO (E-MAIL LIST). Jim Cummins. He reports that 50 names are now loaded. He reiterated that the MAJORDOMO's purpose is to serve as an efficient means to send short messages to those in the list. The subject line should have "IEEE" in it to facilitate sorting.

X. REPORT HIGHLIGHTS FROM DIRECTORS AND CHAPTERS –

Report from Chapter Chairs

- a. Annapolis Sub Section. David Boyd announced postponement of the September 20 meeting on IRIDIUM, re-scheduled for October 18, due to the Sept 11 events. Security at USNA is tight and attendees must RSVP and will be met at the gate.
- b. AES-10. Mark Brown reported: Concentration bank account opened. AES will participate in the Oct 16 joint meeting.
- c. COM-19. Jeff Friedhoffer - absent. November meeting is scheduled.
- d. Computer (C-16). Garth McKenzie: C16 will try to hold a technical meeting near the end of October.
- e. ED-15/SSC-37. Dave Burnell - absent.
- f. EMC-27, John Anderson: Chapter will participate in the Oct 16 mini-seminar.
- g. EMB-18. Boris Gramatikov: EMB is lining up a technical meeting in December with a talk on signal processing.
- h. IA-34. Rob Banas - absent
- i. AP-03/MTT-17, PE-31, R-07 and GOLD did not have representation in this meeting.

Report from directors:

- a. Program – Chris Nemarich (absent)
 - b. Student Activities. Neville Jacobs provided a written report. He received 70 kits so far. He recommended a 20% discount for the 2 and 4 leg automation kits. It was approved.
 - c. Educational activities- John Dentler mentioned the SPAC at BCCC and the \$500 section support.
 - d. PACE – Bill Dixon reports that he is working on the yearly request for PACE support for the Robot Project.
 - Hoosam provided a written report to Carole about his trip to Pace.
 - e. Nominating Committee: Randy Bruce provided a list of candidates nominated by the committee.
- Meeting was adjourned at 8:20 p.m.

Next meeting: November 5, 2001.