

San Francisco PES ADCOM Meeting

Minutes

November 19, 2008

At the Offices of PG&E
245 Market Street, Room 1402
San Francisco, CA

ADCOM Attendees

Shirin Tabatabai	Chuck Magee
Davis Erwin	John Joven
Dan Sparks	Mike Sherwood

Shirin called meeting to order at 12:10 PM. The previous meeting minutes will be approved at the next meeting in January 2009.

Treasurers Report:

PayPal: \$3629.50

Concentration: \$5043.62*

- Washington Mutual account will be closed by December 5, 2008.
- Davis will verify that money can be transferred out of PayPal.

*Balance not including expenses for recent presentations.

Business and Action Item Updates

- ***EXCOM Update (Dan):***
 - Sandra attended October presentation for the teacher in-service program
 - Section Congress will be held at the San Francisco Marriott in September 2011
 - There should be volunteering opportunities for the SF Section Congress
- ***Short Course Critique, Nov. 3rd (Davis):***
 - All RSVP's attended with the exception of 1 person
 - Short course was ran smoothly with all presenters managing their time well
 - All the flash drives were handed out to the attendees
 - Food was on time, no major complications, and short course ended on time
 - Julian to send Anu the total attendees as well as those that were IEEE members
- ***Officer Training, Saturday, Jan. 24th (Shirin):***
 - Held every year for new officers
 - Training will be held in Mountain View, and is half a day
 - Excellent training for new members as well

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- **Technical Presentations (All):**
 - John reports that the Roger Treinen's CRR Presentation went well
 - Total of 35 people, 23 – IEEE Members
 - Presentation was 30 minutes longer than scheduled, due to plenty of questions
 - No speaker gift was given to Roger, but Dan would provide one for him
 - Possible speakers for January 2009 speakers: Craig Campbell or Neil Young (Hydrogen)
- **Speaker Gifts Update (All):**
 - Dan to follow up on speaker gift orders
 - Shirin will be ordering clocks as speaker gifts
 - Shirin to order ADCOM T-Shirts
- **Update/Discussion on SFPES Website (Chuck):**
 - Chuck reports that website is up-to-date
 - John to ask if Roger Treinen's CRR presentation slides can be put up on the website
- **ADCOM Officer Elections for 2009 (Shirin, Chuck):**
 - Experimenting with V-Tools to handle officer elections
- **SF Giants Appreciation Event for 2009? (Shirin):**
 - SF Giants interested to see if SF PES ADCOM would like to attend a game as a group
 - Group tickets would about \$48, with a minimum of 25 people
- **GOLD & Student Activities for 2008:**
 - No updates
- **FIRST LEGO League:**
 - Shirin to forward e-mail that was sent to her regarding volunteer judges for the First Lego League
- **Holiday Appreciation Lunch, Wednesday December 3rd (All):**
 - Wednesday, December 12 at the Boulevard Restaurant

Action Items

- 1.) Davis to verify that money can be transferred out or PayPal;
- 2.) Julian to send Anu the attendee list from the October Short Course;
- 3.) Dan to follow up on speaker gift orders;
- 4.) Shirin to forward e-mail about the First Lego League;
- 5.) John to ask if Roger Treinen's CRR presentation slides can be put up on the website;

Meeting Adjourned at 1:05 PM.

Respectfully Submitted by:

John Joven