

**IEEE REGION 3 MEETING
14 OCTOBER 2005
MARRIOTT WATERSIDE HOTEL
TAMPA, FLORIDA**

The Region 3 meeting was held in conjunction with Sections Congress 2005 at the Marriott Waterside Hotel in Tampa, Florida on 14 October 2005. The following notes relate to the agenda items and define any actions taken. Bill Harrison, Region Director, presided at the meeting.

1. **Call to Order:** The meeting was called to order at 8:15 a.m., and all attendees introduced themselves.
2. **Approval of Agenda:** The agenda titled “Region 3 Meeting – Amended Agenda as of 14 October 2005” was approved (error in numbering items was noted).
3. **Consent Agenda:** Two items were listed on the consent agenda. The minutes of the 9 – 10 April 2005 meeting were approved and the Region Committee reports were accepted.
4. **Officer Reports:** The Director, Director-Elect and Secretary reports (Items 4a – 4c) are posted on the web. Charles Hickman, Region Treasurer, discussed the status of the 2004 budget and requested input for the 2006 budget. Sections were urged to submit proposals requesting SSVR funds (Item 4d). Jim Howard, Past Director, discussed the 2006 N&A process and welcomed everyone to Sections Congress.
5. **Special Presentations:** None.
6. **Action Items:** None.
7. **Discussion/Information Items:**
 - 7a. Leadership by Developing Others Project: Dick Riddle and Bill Ratcliff gave an update on the project and led a question/answer session.
 - 7b. IEEE Financial Management for Sections – Preview: Charles Hickman and Dave Green presented an overview of the Regional Activities Board (RAB) Geographic Asset Protection program. The philosophy for this program follows: “All units shall maintain control over the management of their assets. However, controls shall be established to ensure that the interests of the unit, unit Executive Committee and the unit treasurer are protected.” Major points in this program include
 - Treasurer to present the check register(s) to the Executive Committee at least twice per year.
 - Chair and treasurer to review periodically the monthly bank and/or investment account statements.
 - Original bank statements must be submitted with the L50 financial report.
 - External banking institutions may be contacted to verify account balances as part of the IEEE audit.
 - Verify that the names and signatures on the bank account cards are those designated.
 - Ensure that all geographic units conduct audits on an annual basis.
 - Both outgoing and incoming Section chairs and treasurers shall sign annual financial reports.
 - 7c. Region 3 Audit. No action taken.
 - 7d. Member Tributes and RAB Recognitions:
 - Bob Duggan and Roy Harris paid tribute to K. Reed Thompson, a long-term dedicated Region 3 volunteer. A handout titled “A Salute to K. Reed Thompson” was distributed.
 - George McClure and Fred Orland led a tribute to Robert Moog, a pioneer in developing frequency synthesizers and a member of the

Western North Carolina Section. It was noted that the NPR program “All Things Considered” had produced a tribute and that a DVD movie about him is available.

- The following groups received RAB recognitions: Gainesville Section, Growth Award; Tallahassee Area Section, Sustained Growth Award; University of Kentucky Student Branch, Growth Award.

7e. Issue Development and Discussion: Charles Lord led the discussion to select the Region 3 issues to forward for consideration during Sections Congress. The six preliminary issues were listed on page 2 of the Special SC2005 edition of the Region 3 Newsletter. Four groups were formed to develop the wording for the final set of issues. After discussion, four issues were identified and forwarded.

7f. Region 3 Excom Meeting: Tentatively, the meeting will be held at the Atlanta Airport Hilton in January 2006.

7g. Information Items: Pat Donohoe requested nominations for the Employer Professional Development Award, and Roger Lawrence requested comments related to compensating contributors to standards development.

8. Vision for 2006: George McClure, Director-Elect, presented a number of items related to 2006 goals and objectives.

- Reverse membership decline
- Rejuvenate some Sections
- Increase participation in pre-college(Teacher-in-Service)
- Continue LDO program – Phase II
- Continue communications using various remote media
- Encourage inter-society cooperation
- Increase professional activities; SPACs and MPACs
- Encourage volunteerism

9. Old Business: None

10. New Business: None.

11. Date and Location of Next Meeting: In conjunction with SoutheastCon 2006 on 1 -2 April 2006 in Memphis, Tennessee.

12. Adjournment: Meeting was adjourned at 2:03 p.m.

Respectfully submitted,

David G. Green
Region 3 Secretary

Acknowledgement: The Secretary thanks Treasurer Charles Hickman who took and prepare the above minutes.