

Minutes of IEEE REGION 3 ExCom Meeting

13 October 2014

Attendees:

1. * Director	Mary Ellen Randall
2. * Director Elect	Jim Conrad
3. * Secretary	Gregg Vaughn
4. * Treasurer	Don Hill
5. * Past Director	David Green
7. * Area 2 North Carolina Council	Paul Goodson
8. * Area 3 Georgia	Bill Marshall
11. * Area 6 Alabama Mississippi	Mark Torres
15. * Awards and Recognition Committee	Jill Gostin
16. * Communications Committee	Eric Ackerman
19. * Leadership Development and Regional Support Committee	Thomas Bellarmine
20. * Member Engagement and Life Cycle Committee	
Membership Recruiting and Recovery Sub-Committee	Lee Stogner
Women in Engineering Liaison Sub-Committee	Cathy Freeman
21. * Professional Activities Operation (USA-PACE) Committee	John Montague
S-PAC Coordinator Sub-Committee	Mary Lynn Smith
22. * Strategic Planning Committee	Bill Ratcliff
Special Review Sub-Committee	William Harrison
23. * Student Activities Committee	Pat Donohoe
	Mark Howell
	Steve Kemp
	Stan Buchanan
	Winnfort Myles

0. Action Items

Previous Action Items.

0.2 <Action Item> Lee Stogner and Sean Haynes to write a draft Memorandum of Understanding (MOU) for technical Societies who want to hold conferences in Region 3 with the help of Region 3 personnel.

New Action Items

0.28 <Action Item> Gregg Vaughn. John Montague reported that the browser Chrome seems to work well with the new WebEx interface. The Secretary needs to change the invitation. Done.

0.29 <Action Item> Don Hill agreed to provide a report of income and expenses against the approved budget for the Region for 2014 as requested by David.

0.30 <Action Item> Don Hiss agreed to investigate an issue about the budget raised by John Montague. John Montague stated that the amount on line 3.32 was from IEEE-USA for Professional Development.

0.31 <Action Item> John Montague to send items to region and section mailing lists of the things that need to be done to get reimbursement for PACE events. Mary Ellen said get the text of the message to her.

1. ExCom Meeting

Director Randall welcomed the ExCom members to the e-conference at 8:35 PM EDT and thanked them for their participation. Director Randall reviewed the plans for the evening. The group used IEEE's WebEx Web Meeting service.

2. The agenda was reviewed and approved the agenda including the consent agenda.

3. The consent agenda consisted of these items.

- Received the reports listed in the Information Agenda.
- Approved the minutes of the 14 July 2014 ExCom Meeting.

4. Director Randall presented her report. She presented highlights from her written report. She was pleased with the participation from the Region at Sections Congress 2014. She encouraged everyone to submit expense reports as quickly as possible. She reported on the status of the Senior Member Upgrade effort. Special projects are continuing. IEEE-USA has approved \$65,000 toward the purchase of a truck for MOVE.

5. Director-Elect Conrad presented his report. He presented highlights from his written report. His Section held a Senior Member upgrade meeting that attracted members who had not previously attended a meeting.

6. Secretary Vaughn reported that all reports that were received 3 hours before the meeting were posted to the web site. He asked that all other reports be submitted for archival purposes. Secretary Vaughn also explained that every email message to a list should contain [IEEE R3] in the subject line.

7. Treasurer Hill reported the financial status of the Region so far this year. He presented the status of the budget for the year. There is no L50 this year. The annual report must be submitted in NetSuite. David Green requested a report of income and expenses against the approved budget for 2014. Don Hill agreed to provide such a report. John Montague stated that line 3.32 was from IEEE-USA for Professional Development. Don said that he would investigate the issue. Don explained line 7.00, "Reserve Allocation Expense." Don also requested items for the 2015 budget.

8. Past Director Green presented his report. He presented highlights from his written report. The satisfaction reports from Sections Congress showed 92% top box. The Region Committee approved the two candidates for Director-Elect as approved by the ExCom.

9. Action Agenda

9.a – There were no action items.

10. Discussion Agenda

10.a – Senior Member Upgrade Challenge. Mary Ellen Randall. So far this year, 113 members have been upgraded to senior member status. There are also 37 applications in the queue. We need 23 more upgrades in the next few weeks. She ask every section to host a senior member rodeo by July 1, 2015. She encouraged Area Chairs to work with Sections that submitted no one to upgrade. There are no senior-member upgrade review panels meeting in December and January.

10.b – Senior Member Roundup. Director Randall reported on Senior Member Round-ups in these Sections: Columbia, Charlotte, and Eastern North Carolina.

10.c – Membership Status. Lee Stogner. Please encourage your fellow members to renew their membership.

10.d – Student Activities. Pat Donohue. There are 3 student branch leaderships workshops scheduled for the fall in Orlando, Birmingham, and Richmond. IEEE Extreme will happen on 18 October 2014. Eric Ackerman reported that the SoutheastCon Hardware competition rules were on the web site.

10.e – Status from Area Chairs. No additional reports.

10.f – Committee Report: MOVE, John Montague. MOVE has received significant funding and a possibility of receiving more funding. John asked Sections to identify interested members and supply their contact information. No Sections have responded so far. We will need one or more Sections that can be home locations for vehicles for licensing, insurance, etc.

10.g – Professional Activities Report: John Montague. Very few requests for funds have been received in 2014. IEEE-USA awarded us an allocation of \$12,261.32 available for supporting unit activities. We still have \$11,000 that we must use or lose. The projects that receive funds must be approved. The deadline is 15 November 2014. Please submit projects for funding. Send forms to John by 10 November. Region's support is limited to 50% and to \$500. Each Sections needs to submit a report of Professional Activities events that happened this year. Maybe there can be reimbursement for funds expended by the Sections. Same as last year.

10.h - Leadership Training. Greensboro NC. Thomas Bellarmine reported that 32 members attended the leadership training. There was a good program.

Date and Location of Next Meeting

The next meeting of the Region 3 ExCom is scheduled 10 November 2014, 8:30 PM - 10:30 PM EST.

Having concluded the business of the meeting, Direct Randall closed the meeting at 10:05 PM EDT.

Respectfully submitted,

Gregg Vaughn
Secretary