

IEEE Region 3 – ExCom Meeting
 Web Conference - Minutes
 October 29, 2018
 8pm – 10pm

Attendees:

Gregg Vaughn*	Chase Battaglio*	Ken Pigg*	Steve Kemp*	Ed Kirchner*	Eric Grigorian*
Lee Stogner*	Don Hill*	Damith Wickramamayake*	Kristin Bing*	Sonya Dillard*	Sean Haynes*
Mark Torres*	Bill Harrison*	Theresa Brunasso*	David Green*	Bill Ratcliff	Bob Pettigrew
Richard Kent	Devon Gayle	Stevo Bozinovski	Matt Horrер	Mary Ellen Randall	Grayson Randall
David Fillion	Jim Howard	Macaulay Osaisai	Chris Wright	John Balsam	

* Voting members

Agenda:

- I. Start of Region 3 Meeting – Gregg started the meeting at 8:02pm.
- II. Approval of Agenda – main agenda
- III. Consent Agenda – See Informational Agenda
 - a. Reports
 - b. Approval of meeting minutes 7/16/18 – Minutes approved pending revisions to explicitly show proposed revision notes to travel policy. The revised meeting minutes along with the meeting recording is available on the [web](#).
- IV. Officer Reports
 - a. Director/Chair’s Report: See report on web.
 - b. Director-Elect Report: No report.
 - c. Secretary Report: See report on web
 - d. Treasurer Report: See report on web
 - e. Past Director: No report.
- V. Action Agenda
 - a. ARC Manual Revisions (Bing): see file on web
 - i. The proposed revisions now match committees and new Region 3 structure, provides an updated website link for award submissions/nominations, and clarified items to ease award nomination process.
 - ii. Motion to approve proposed ARC Manual revisions passed unanimously.
 - b. 2019 SECON Loan Request (Hayes): see file on web
 - i. Ken Pigg presented on behalf of Sean Hayes
 - ii. The 2019 Southeast Conference Committee requested a \$6000 loan for conference expenses.
 - iii. Motion to approve loan request passed unanimously.
 - iv. Questions:
 1. David Green – Asked if local section is also providing funding? Eric Grigorian noted that received \$5k in seed money from Region and \$5k from local section
 2. Gregg Vaughn – Which line item will provide funds?
 3. Jim Howard – Is this funding in addition to the seed money? Ken stated that he is treating the request as a loan and the money will be paid back prior to the conference closing accounts.
 4. Damith Wickramamayake:
 - a. Is there any risk to not getting the money back from the conference? No, treating the request as loan/cash advance.
 - b. Have we done this before? No
 - c. Can we lend and be ok financially? Yes
 - c. 2018 Budget Increase – Travel (Pigg): see file on web
 - i. Requesting to increase travel line item in budget from \$60k to \$80k.
 - ii. The increase is based on travel costs over the last three years.
 - iii. After discussion, revised the request to increase the travel line item in budget from \$60k to \$85k.
 - iv. Motion to approve the travel line item increase request passed unanimously.

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- d. 2019 Atlanta Science Festival Funding (Battaglio): see file on web
 - i. Chase requested \$6500 in funding from Region to Atlanta Section for sponsoring the Curious Kids Zone and providing MOVE Truck during the 2019 Atlanta Science Festival.
 - ii. Based on discussions, the request will be included in the draft 2019 Region 3 budget.
- VI. Discussion Agenda
 - a. SoutheastCon 2021 – no update. Kristin Bing working on recruiting a volunteer for the chair role. We will keep this item on the agenda.
 - b. Section Support Forums
 - i. Held forums last week and provided good information for the Sections. Copy of the presentation is available on the web.
 - ii. Student policy discussions started three to four years ago and the branch counselor role seems to be diminishing.
 - c. SoutheastCon 2018 Recap
 - i. Still working through outstanding details
 - ii. Need to get moving in resolving all outstanding costs by end of the year
 - iii. Jim and Ken will meet offline to discuss remaining items.
 - d. MOVE - See report online and Move newsletter on [website](#) for more details on deployments and activities
 - e. 2019 Proposed Budget
 - i. On hold until December meeting
 - ii. Ken requests that everyone send budget requests to him as soon as possible.
- VII. Old Business
 - a. Action Items:
 - i. Region 3 Logo – Sonya’s team worked with IEEE headquarters on new logo. See Member Activities report available on web
- VIII. New Business – 2019 Southeast Conference website is now live
- IX. Upcoming Meetings: 12/17/18 from 8pm – 10pm eastern via WebEx – will be Region 3 Committee Meeting
- X. Meeting adjourned at 9pm
- XI. Executive Session began at 9:05pm
 - a. Proposed director-elect candidates were unanimously approved
 - b. Director-elect candidates will be submitted to Region 3 Committee for approval at December 17, 2018 meeting.
- XII. Executive Session adjourned at 9:16am.