IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
19 August 2019
8:00-10:00pm

Attendees:

Gregg Vaughn*	Jill Gostin*	John Balsam*	Pat Donohoe*	Mary Ellen Randall
Eric Grigorian*	Bill Harrison*	David Green*	Jim Conrad*	Damith Wickramamayake*
Bill Marshall*	Charles Lord*	David Fillion	Steve Kemp*	Theresa Brunasso*
Devon Gayle	Don Hill	Rich Kent	Bill Ratcliff	Thomas Bellarmine
Derik Pack	Tom Field	Lee Stogner	Grayson Randall	Scott Kuntzelman
Jim Howard	Chris Hardy	Matt Horrer	McCauley Osasai	Stevo Bozonovski

Agenda:
1) Director Vaughn began the meeting at 8:02pm.
2) The meeting agenda was approved.
3) The consent agenda, consisting of the minutes from the 17 June 2019 ExCom Meeting and reports listed in the information agenda, was approved.
4) Officer Reports
   a) Director Report
      i) Director Vaughn discussed the report of the Region 3 Operational Audit Committee (OAC) regarding a study of the current Area structure in Region 3. The majority of the OAC recommended elimination of the Area structure in its entirety within Region 3, while a minority of the committee recommended keeping the Area structure as it is currently. Director Vaughn invited everyone to review the committee report, which will be provided through a link in the agenda of this meeting, for future discussion.
      ii) Director Vaughn noted that Concur has been adopted for the online submission of Region expense reports. We expect that Concur will be implemented in Region 3 sometime in the first quarter of 2020.
      iii) Region 3 is looking for volunteers for various region-level positions in 2020. Those interested should contact Jim Conrad or Jill Gostin.
      iv) Director Vaughn noted Sonya Dillard has been appointed ad-hoc Region 3 Membership Development Coordinator, as the Region considers how the position will fit properly into our committee structure. A formal process to make the position of Membership Development Coordinator permanent will be followed at a later time. On a related matter, the suggested name change of the Member Activities Committee to the Member Communication Committee is also being considered. Please provide any comments to David Green, chair of the Strategic Operations and Support Committee (SOSC).
   b) Director-Elect Report
      i) Director-Elect Gostin noted her excitement at having Sonya Dillard in the role of Membership Development Coordinator for the region.
      ii) The need for region-level volunteers in 2020 was reiterated by Director-Elect Gostin.
      iii) Director-Elect Gostin, who is serving as Co-Chair on a joint TAB/MGA AdHoc Committee investigating how MGA and TAB can work together to provide better support to chapters, solicited comments from Region 3 members.

c) Secretary Report
   i) Secretary Donohoe has posted all submitted reports to the meeting website, and encouraged those with other reports to submit them for posting after the meeting.
d) Treasurer Report (see report on webpage)
   i) Treasurer Balsam went through the details of the current Region 3 budget and noted we are well within budget at this point with no major issues.
   ii) Treasurer Balsam noted that he will be contacting committee chairs to collect budget planning input for the 2020 budget.
e) Past Director Report
   i) Past Director Conrad noted that prospective 2020 region-level volunteers can contact him with any questions. The deadline for nominations is approximately one month away.

5) Action Agenda - none
6) Discussion Agenda
   a) SoutheastCon 2019
      SoutheastCon 2019 Chair Grigorian provided an update on progress toward closing out the budget for SoutheastCon 2019. It is hoped that the conference close-out can be completed by late September.
   b) Possible Merging of North Carolina Sections
      Charles Lord, from the Region 3 Section Support Committee, presented a summary of the current state of two Sections in central North Carolina that are struggling with inactivity and a lack of volunteers. Charles presented a proposal to examine the possibility of merging the Winston-Salem Section with the Central North Carolina Section and solicited comments from the Region 3 Executive Committee. Various alternative scenarios were discussed. Charles will move forward in determining the feasibility of merging the two sections.
   c) Status Updates to Plans Supporting Region Goals for 2019
      Dave Green, SOSC Chair, has contacted each region committee chair regarding committee goals, and is requesting each chair to update the status of each committee goal by the end of the month.
   d) Region 3 Calendar
      The SOSC has developed a Region 3 Calendar and is requesting each committee to evaluate the calendar entries and provide feedback to the committee (missing tasks, suggested edits, tasks that need to be deleted).
   e) Region 3 Fall Webinar Series
      Bill Marshall, Chair of the Section Support Committee, presented the details of a proposed Region 3 Fall Webinar Series, and requested that Region 3 endorse the concept. The Region 3 ExCom endorsed the webinar series.

7) Old Business – none
8) New Business
   a) Lee Stogner shared information relative to the declining membership trend in Region 3, and moved that the Region 3 Membership Development Chair position be reinstituted. Several committee members noted that the Region 3 ExCom has addressed this issue with the appointment of the ad-hoc Membership Development Coordinator. The motion was withdrawn.
   b) Mary Ellen Randle thanked everyone for their financial support of the MOVE project, and noted that several IEEE societies are interested in supporting the project by placing their society logo on the MOVE truck. If you are active in a society and are willing to take this idea forward, please contact Mary Ellen Randle or John Balsam know.
9) The meeting was adjourned at 9:30pm.