

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

Attendees:

Gregg Vaughn*	Jill Gostin*	John Balsam*	Pat Donohoe*	Hasala Dharmawardena*
Eric Grigorian*	Bill Harrison*	David Green*	Steve Kemp*	Damith Wickramamayake*
Bill Marshall*	Kristin Bing*	David Fillion	Lee Stogner	Theresa Brunasso*
Devon Gayle	Mark Torres	Rich Kent	Bill Ratcliff	Thomas Bellarmine
Derik Pack	Bob Hobbs	Patrick Kung	Allen Jones	Stevo Bozonovski
Charles Lord	Grayson Randall	Matt Horrer	Paul Goodson	Mary Ellen Randall
Scott Kuntzelman	McCauley Osaisai			

Agenda:

- 1) Director Vaughn began the meeting at 8:03pm.
- 2) The meeting agenda was approved.
- 3) The consent agenda, consisting of the minutes from the 21 October 2019 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
 - a) Director Report
 - i) Director Vaughn noted this meeting will most likely be his last meeting as Region 3 Director, and thanked everyone on the Region 3 Committee for all of the hard work done during his tenure.
 - ii) Concur for Region 3 is up and running and we expect to use Concur for all Region 3 expense reports going forward.
 - iii) Director Vaughn noted that the Region 3 budget will be voted on at the November ExCom meeting, but no ExCom meeting is expected for December.
 - iv) Region 3 is still looking for volunteers for various region-level positions in 2020. Those interested should contact Jim Conrad or Jill Gostin.
 - b) Director-Elect Report
 - i) Director-Elect Gostin, referred the ExCom to her report online, and also thanked those who have served the Region over the past two years.
 - ii) Director-Elect Gostin noted that she is working with Theresa Brunasso (Director-Elect for 2020-21) in forming the 2020 ExCom and planning for both SoutheastCon 2020 and Sections Congress 2020.
 - 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 noted that further revisions have been made to the Region 3 2020 budget, which will be voted on for approval later in this meeting. Treasurer Balsam reminded the Section and Chapter treasurers that they should finalize their reporting by Feb 21, 2020 eligible for rebates and 10% bonuses.
 - ii) Treasurer Balsam presented details for the present state of the 2019 budget. There are currently no issues with the 2019 budget.

- iii) Treasurer Balsam provided a summary of the Region 3 2020 budget, including all changes that were suggested by the ExCom and Committee Chairs. Questions and comments from the ExCom were solicited. Treasurer Balsam moved that the 2020 Region 3 budget be approved. The motion passed unanimously.
- e) Past Director Report
 - Past Director – no report.
- 5) Action Agenda
 - a) Approval of 2020 Region 3 Budget – vote conducted during the report of the Finance Chair.
 - b) Changes to the Region 3 Bylaws were presented by SOSOC Chair David Green
 - i) It is proposed to delete all information related to “SouthCon” from the bylaws, since this conference is no longer in existence.
 - ii) An edit is proposed to correct an ambiguity in the current bylaws of where the Region 3 standing committees are listed.
 - iii) An edit is proposed to the list of voting members of the Region 3 Executive Committee to include the chair of the Conference Committee.SOSOC Chair Green moved for approval of the proposed bylaw changes. The motion passed unanimously.
 - c) The Operational Audit Committee (OAC) provided details of the audit of the Student Activities Committee. OAC Chair Bill Harrison commended the Student Activities Committee in their overall operation within the Region over the audit timeframe and their work with the OAC during the audit.
- 6) Discussion Agenda
 - a) SoutheastCon 2019 Update
 - SoutheastCon 2019 Chair Eric Grigorian gave an update on the current state of the conference close-out. A small amount of expenses are left to be paid out, along with the conference audit by IEEE.
 - b) Region 3 Awards Chair Kristin Bing noted reminded the ExCom that Region 3 awards nominations are due by December 1.
 - c) Charles Lord encouraged the ExCom the register for SoutheastCon early.
 - d) Region 3 Young Professionals Coordinator Hasala Dharmawardena encouraged Sections to consider funding a Young Professionals member to attend the upcoming Rising Stars conference.
- 7) Old Business – none
- 8) New Business - none
- 9) The meeting was adjourned at 8:48pm.