



**IEEE  
BALTIMORE SECTION  
EXECUTIVE COMMITTEE MEETING MINUTES**

Date: 12 February 2001

Time: 6:32 PM

PLACE: Historic Electronic Museum (HEM), 1745 W. Nursery Rd., Linthicum, MD (410) 765-2345

Minutes Recorder: Robert Berkovits

Attendance: 17 EXCOM members and 3 guests.

1. 6:32 PM – INTRODUCTIONS

An attendance sheet in the form of the 2001 Officers list was distributed so that corrections and additions could be made.

2. Report from Section Chair - (Carole Carey)

The January 8, 2001 meeting minutes [Also posted on the Web] were approved without correction.

3. Old business:

A motion was passed to change the 2001 Calendar meeting dates for the months where conflicts occur due to holidays. The re-scheduled meeting dates are April 9, October 1, November 5, and December 3. Other dates are 12 March and 9 May for the awards/chapter chairs dinner. The 9 April meeting will be chaired by Robert Berkovits since Carole Carey and Vil Arafles will be on travel. A motion brought by Neville Jacobs to donate \$100.00 to the Engineering Society of Baltimore was passed. A discussion began on the proposed Section bylaw interpretations of articles V section 1b, Article V1, section 2d and Article X item 3. John Dentler was appointed to write an attachment to clarify Article VI, section 5. Carol will make the revisions and send them to the RAB.

4. Report from section secretary - (Bob Berkovits)

The 2001 Officers List was distributed.

Status 2000 meeting report (Section and Chapters) copies were distributed.

5. 2000 Report from the financial team - (John Dentler, Vil Arafles, Bob Berkovits)

The Y2K financial, meetings summary, and updated officer's list were submitted to HQ IEEE in time for obtaining a 10% bonus rebate.

6. 2001 Financial Updates - (John Dentler, appointed 2001 Acting Treasurer)

A very user friendly spreadsheet for keeping financial records was designed by John Dentler.

Not all the budgeted amounts to the chapters were disbursed. John proposed to provide copies to chapter treasurers and incoming section treasurers.

7. Bob Fontana, chair of the Ultra Wideband symposium for May 2002 in Baltimore said the potential dates were May 20-23 at the Wyndham Hotel. This UWB conference will be a technical symposium sponsored by the IEEE. Optimistic estimates of attendance are 350 to 400. The expected call for papers will be ready by the May 2001 MTT symposium.

8. Report from the Vice Chair - (Vil Arafles)

A brief report on results of 2000 audit was presented. Treasurers guidelines suggested by Mel Hotz as a result of the January audit were adopted. There was a suggestion that the extra rebate the section gets from submitting the reports to IEE HQ by 23 February should be distributed among the chapters.

9.0 ROBOT PROJECT BRIEF UPDATES - (Neville Jacobs)

Walt Willing of the Reliability chair asked for volunteer mentors for the robot competition.

The dates for the competition are as follows:

March 26, 2001 - Judging of the Robot Challenge Written Reports

March 31, 2001 - Robot Challenge at the Museum of Industry (9 - 2pm)

April 1, 2001 - Robot Challenge 2nd day (1- 3pm).

Neville Jacobs will make a presentation and demonstration on the Robot Project at the March 12 EXCOM as the second presenter in the Section Technical/Educational Series.

10. NEWSLETTER - (Dave Stevens)  
The Winter 2001 Issue is finished and will be sent to the website. Some copies will be mailed to individuals that don't have Internet access. John Dentler suggested that the Baltimore Section use the Scanner. He will discuss this with Satish about how we publish every two months. This will be discussed at the March 12 EXCOM.
11. At 8.00 PM Jeff Friedhoffer, made a very informative presentation on the basics of Web Management and handed out copies of the viewgraphs.
12. REPORT HIGHLIGHTS FROM DIRECTORS AND CHAPTERS  
Tom Patton, Awards chair, said the awards dinner will be held at Snyders again this year on Wednesday 9 May. Annapolis Chair, Dave Boyd said the soldering tutorial was well attended. The Comm Society will host a distinguished lecturer on Tuesday 8 May.  
Chapter chairs attending were Mark Brown AES-10, Dr. Hyo-Kun Hahn AP-03/ MTT-17, Jeffrey A. Friedhoffer COM-19, Dr. Boris Gramatikov EMB –18, Rob Biagiotti PES-31, and Walt Willing R-07.
13. Meeting adjourned at 8:22 PM.
14. 12 March EXCOM will be held in the big conference room at the Historic Electronic Museum (HEM), 1745 W. Nursery Rd., Linthicum, MD (410) 765-2345 at 6: PM.