

**Baltimore Section**  
**October Executive Committee Meeting Report**  
**13 October 2014**

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 13 October 2014 at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

**1. CALL TO ORDER**

- o Meeting called to order at 6:40pm

**2. INTRODUCTIONS**

**3. APPROVAL OF PRIOR EXCOM MINUTES**

- o March 2014
- o June 2014
- o September 2014

Motion by Neville to approve the March, June, and September 2014 minutes with minor typographical changes as stated. Seconded by John Dentler. Motion passed.

**4. EXECUTIVE REPORTS**

- o Chair: Collin Krepps
  - IEEE Election Results
    - Kate won IEEE Region 2 Chair
  - Website Updates
    - Who has the ability to post minutes to the website
  - Senior Members needing recommendations  
Peter Charland (Charles)
- o Vice-Chair: Kate Duncan
  - **CJBEY needs to get info from Kate**
- o Treasurer: Vinod Mishra
  - Request from PES to get funds transferred from general account into theirs

- There are some outstanding reimbursements that should be taken care of immediately
- UMD advertisement status
  - No communication has been made since the original contact.
- Detailed financial review
  - Not provided
  - Balance and YTD activity for all chapters and affinity groups
  - Revenue and expenses for the robot program (both YTD and academic year (Aug13-Aug14))
  - 2013 L50 Report
  - Proposed 2014 budget
  - Proposed 2015 budget
- o Secretary: Charles Johnson-Bey
  - L31 filing for 2014 ExCom meetings
    - complete
  - report of L31 filings 2014 YTD for each OU within section
    - some are in; not sure if all that should be in are in
  - **Make sure that chapters are having their meetings**
  - **Find out who is not having meetings**
  - **Put Baltimore Section Officers on website**
  - **CJB to get son to be webmaster**

## 5. COMMITTEE REPORTS

- o Signal Processing
  - Speaker on Microwaves and Remote Sensing on Oct 19<sup>th</sup> and a speaker on Spectral Radiometer on the first week of December.
- o EMC (Berkovits)
  - Scheduling speaker for early December
- o UMBC Student Chapter
  - They would like an IEEE representative to speak to the chapter members about the benefits of IEEE
  - 130 attended the Arduino workshop. A four week hands-on curriculum that introduces microcontroller basics and covers pulse width modulation with LEDs, piezo buzzers, H-bridge motor controllers, DC motors and serial communications

- Working with the organizers of HackUMBC (about 300 students participated last year)
- The students have a budget \$3891.04 to purchase a detailed list of items
- Motion by Neville Jacobs (2<sup>nd</sup> John Dentler) to fund UMBC with \$2000 with a requirement that their work be coupled to continuing education by sharing results back to IEEE Baltimore Section for a talk, demo, or workshop; they also need to provide a prioritized list by 10 November. Motion passed.
- **Vinod to set up IEEE UMBC student account.**
- **Kate to give talk at University of Delaware on benefits of IEEE; she invited UMBC students are invited to attend**
- Baltimore Section members will periodically visit the student section to see how funding was spent, observe student usage, etc.
- o Computer Society (GENI Worksop)
- o PES
  - Reimbursement request
  - Protective relaying seminar
  - E-week long term plans
- o Robot Challenge (Neville)
  - MD MESA will purchase \$10,700 worth of robotics kits
  - One schedule to ship kits and manuals to MESA at JHU APL by Oct 15<sup>th</sup>. Since each of 50 schools get one kit, we will be training 50 “new” teachers, each of whom will be receiving a manual and will need training. MESA has paid up front for both their Basic and Automation kits.
  - Current kit inventory is 40 kits with 30 kits arriving next week and another 30 kits coming in early November. This excludes the 50 kits for MESA that are being shipped directly. We already have commitments for most kits.
  - We are on schedule with a 3<sup>rd</sup> batch of the Automation boards. They will be ready by December. 50 new batch boards and cables will be sent to MESA
  - Attended STEM Education meeting on Oct 6<sup>th</sup> that was sponsored by IEEE WIE Philadelphia Section. There were about 25 people in attendance. Two student robots were demonstrated. There was interest by the chapter to promote the project in Philadelphia with the assistance of NJ WIE.
  - On Oct 7<sup>th</sup> an IEEE Day was held at the Engineers Club and the Robot Challenge was one of the topics presented as

an example of the activities the Baltimore Section members do.

- On Oct 17<sup>th</sup> we will present a paper on “The Challenge of Autonomous Operation” at the MD Association of Science Teachers (MAST) Conference at the Turf Valley Conference Center.
- o Elections Committee (Dave K)
  - Looking for volunteers for executive committee participation for 2015
- o Chapter Chairs Dinner (Bill S)
  - No update
- o Operations Manual review committee (Bill S)
  - No update

## 6. OLD BUSINESS

- o GC16 status and MOU (Jerry)

Motion made and 2nded for Baltimore to join as an equal financial sponsor with NoVA and Washington sections. Motion passed. Section chair signed GC16 MOU.

- o Baltimore ROMP (Carole)
- o Newsletter discussion (Ryan)

No report

## 7. NEW BUSINESS

- o MGA/Board meeting series (11/19-21) (Collin)

Tabled for time

- o Request for 13 Dec senior member drive (Jeff)

Tabled for time

- o Pioneer Hall AV improvements (Collin)

Tabled for time

- o Bryn Mar school STEM event-sponsorship (Carole)

(Report by email)

As previously discussed, I registered IEEE for the Bryn Mawr STEM Career Fair on November 15, 2014! I have enough volunteers who are committed, 4 from Baltimore and 2 from Wash/NoVa. Don't need anymore.

Also, I would like to reiterate the proposal for the Section as a sponsor for the event, please click below to complete the sponsorship form.

<https://brynmawrschool.org/SCFSponsorships?srctid=1&erid=700262>

&trid=3e1faf20-06f7-462f-a705-076259b37748

The proposal is \$500.00 as Silver. It would be great if the treasurer can complete the form with payment as soon as possible.

I will send them the logo in a special format they specified tomorrow when I get back home.

Motion made by email to support Bryn Mawr event at \$500 level.

Motion passed.

o IEEE-India guest

Prof. M J Khurjekar of Pune section (India) made a short presentation.

## 8. **ADJOURNMENT**

Motion: Kate

Seconded by: Neville

Adjourned at: 9:00pm

## 9. **Attendees**

1. Collin Krepps
2. Kate Duncan
3. Charles Johnson-Bey
4. Jay Gamerman
5. John Dentler
6. Neville Jacobs
7. Boris Gramatikov
8. Virgilio Arafiles
9. David Kisak
10. Robert Berkovits
11. Richard Hansell
12. Jerry Gibbon
13. Vinod Mishra
14. Prof. M J Khurjekar