

Baltimore Section
December Executive Committee Meeting Report
10 December 2018

This report summarizes the proceedings of the IEEE Baltimore Section Executive Committee (ExCom) meeting held on Monday, 10 December 2018, at the National Electronics Museum (NEM, <http://www.nationalelectronicmuseum.org>), Linthicum, MD.

1. CALL TO ORDER (@ 6:45 p.m.)

2. INTRODUCTIONS

3. ATTENDEES

Sherwood Olson (2018 Chair)
Ken Wong (2018 Treasurer)
Mike Powers (2019 Secretary)
Ben Menachery
Garima Bajwa
Barin Nag
Boris Gramatikov
Robert Berkovits
John Dentler
Neville Jacobs
Tom Burke
Tim Cash (call-in)

4. APPROVAL OF PRIOR EXCOM MINUTES

Motion was presented to approve October and November 2018's minutes. Motion passed to approve minutes from both months and they will be posted.

EXECUTIVE REPORTS

Chair:

The chair presented the 2017 past chair, Ben Menachery, with the IEEE past chair pin.

The Baltimore Section's Continuing Education chair was acknowledged as the 2018 award winner of the IEEE Meritorious Achievement Award in Continuing Education.

The Executive Committee election results were announced:

For Chair: Ken Wong with 142 votes

For Vice-Chair: Michael Pearse with 138 votes

For Treasurer: Benjamin Tsui with 139 votes

For Secretary: Michael Powers with 139 votes

4% of the electorate voted, which is an increase from last year's 3%.

Vice-Chair:

Not present.

Treasurer:

The treasurer submitted the monthly budget report through email. Nothing significant to report.

Secretary:

Not present.

5. COMMITTEE/SOCIETY/AFFINITY REPORTS

Committee Reports:

Student Activities (Neville Jacobs): Neville provided his monthly report on the Robot Competition, which is provided in the appendix.

Webmaster (Sherwood Olson): Nothing to report.

Society Reports:

The chair asked that all the societies each complete their events by 31 Dec so that the two meeting minimum is achieved. Additionally, the chair mentioned to report the meetings in vTools.

Antenna Propagation Society: AP-S will hold a meeting at 7 p.m. on 11 Dec at the NEM. The topic is on new SATCOM antennas. This talk is part of the society's Industrial Initiatives Committee (IIC) Industry Presentation Series.

Affinity Reports:

Young Professionals Chair, Garima Bajwa, reported on the Synthetic Intelligence event they held on 1 December.

6. OLD BUSINESS

NTR

7. NEW BUSINESS

NTR

8. MEETING ADJOURNMENT

Motioned to adjourn the meeting at 8:20 p.m. The next ExCom meeting is 14 January, 2019.

9. APPENDIX

Draft List of funds and Treasurer Report may be requested from the Baltimore Section Secretary by Email.

Status Student Activities

12-10-18

1. Seneca Valley High School , Charles Flowers, and Lead for Future Academy have signed up and received their kits - that's 19 2-leg teams and 13 4-leg teams - no change from last month when we said we had only half the registrations that we had last year at that time. Elizabeth Seton have since indicated they will be participating (no numbers yet given), and Notre Dame sent me an e-mail today with a request for 8 2-leg kits. I also received an e-mail from Parkdale High School indicating they will likely participate.
2. These recent responses have been the result of a few letters that have gone out to schools but not the quantity that we planned for last month. At the last meeting we were authorized to spend \$600 to contact students at UMBC and request they send out e-mails to 200-300 schools, but it turned out that they were unable to provide anyone to research e-mail addresses owing to exams lasting till December 19 and the preparation for them. It is likely that the same condition would apply to the students at Johns Hopkins. Despite repeated enquiries, we did not find out about this until a week ago, and they are telling me now that it is unlikely that they could do anything until the start of the New Year (their next semester starts on January 27, 2019).
3. It should be noted that the registration cut-off date is mid-February, and we need to provide schools with enough time to make the appropriate internal arrangements.
4. We tried making an enquiry to a commercial firm to do this work and they are willing to stuff envelopes and mail our material for 30 cents each plus 50 cents postage. Even though we would need to add the cost of printing, we could probably produce color brochures and mail them to 200 schools for about \$400. They believe the mailings could be in the hands of the Science Department Chairs within 5 days.
5. On-line registration is operational and everything is ready, but we simply need more teams. We've contacted the Baltimore County Board of Education for leads and the Baltimore Museum of Industry is planning to send out another mailing this week. I've talked to their Executive Director about focusing more marketing expertise on the mailing they send out this week, but we shouldn't expect much improvement from the earlier mailing sent out 6 weeks ago,
6. Expenses this month have been mostly for Robot kits and the machining of the threaded rods, and are being paid directly by our Treasurer.

Neville Jacobs