



Executive Committee Report

December 5, 2017, Byblos, Reynolds Road, Toledo

A. Call to Order - Attendance Called to order at 6:16 PM.

- [X] Dominic Wilson-C [X] Tom Nestor [X] Steve Root [X] Michael Sloma (S)
[X] Brandon Boltz-VC [ ] Richard Molyet [X] Bob Toth [ ] A. Schimmoeller (S)
[X] Ed McConnell-S [X] Tom Papademos [ ] Gary Waugh [ ]
[ ] Jarrad Henson-T [ ] Bill Barnhart [X] Jian-yu Lu [ ]
[X] Raghav Khanna [X] Ryan Goolsby [ ] Jessica Bollin-Smith [ ]
[X] Bryan Curtis -IPC [ ] Vamsi Borra [X] Emmanuel Gonzalez-NV

Summary of motions

B. Officer Reports

- a. Secretary .....Ed McConnell
A motion was made to approve the November 7, 2017 Executive Committee meeting minutes. Steve Root- motion, Tom Papademos,- second. Passed with 0 abstentions.
A motion was made to approve the November 16, 2017 Institute Night meeting minutes as amended. Tom Papademos - motion, Tom Nestor - second. Passed with 1 abstention. The reference to the beginning and ending balance was removed.
b. Treasurer ..... Jarrad Henson
The amended November 7, 2017 Treasurer's Report and the December 3, 2017 Treasurer's Report were approved and filed for future audit. Brandon Boltz- motion, Tom Nestor - second. It was noted that the costs for the meals at the University of Toledo event were high compared to restaurant meal costs.
c. Vice Chair ..... Brandon Boltz
No report.
d. Chair ..... Dominic Wilson
See discussions below.

C. Old Business

- a. Institute Night. Topic was "Energy Policy in Ohio". Review of attendance, costs, guest speech, venue. What worked and what needs improvement? L31 filed?

Feedback:

We need to get the pin issue and distribution resolved. Pins should be ordered sooner. It was suggested to pre-order some supply of pins.

Anniversary attendees must notify those preparing the Anniversary activities and register for the Institute Night meeting.

Ryan Goolsby will look at credit card payment at registration for programs in 2018.

L-31 Reports have been submitted for the 3 chapters, the Young Professionals Affinity Group, and a Section meeting.

- b. Updates to the bylaws. Creation of electronic copy of newly accepted bylaws and review for further updates.

Tom Papademos will forward a n updated copy of the approved By-laws to Dominic Wilson. An electronic copy of the Section By-laws will be kept on-line and in the Section Archives.

A committee was formed to review the Section By-laws with a report planned for the April Executive Committee meeting. Brandon Boltz, Jian-yu Lu, Emmanuel Gonzalez, and Tom Papademos.

#### **D. New Business**

- a. Young Professionals Affinity Group Outreach.  
No update.
- b. Tour of the new Promedica facilities. Any update?  
There have been no positive results to our investigation. Is there another route?
- c. UTMC is open to additional tours of their 3D lab. Any update?  
No update.
- d. Toledo Zoo power system. Dominic Wilson, Bryan Curtis to check into a GEM connection. any update?  
Bryan Curtis has made some contact. Working toward a program in mid to late April.  
It was noted that the solar field at the zoo provides about 1/3 of the Toledo Zoo power supply.
- e. Tour of the Oregon Clean Energy facility. Bob Toth will contact them in the Fall of 2017, after they have gone commercial. Any update?  
No update.
- f. Tech Toledo December 7th Holiday Mixer at the new Renaissance Toledo Downtown Hotel. Who is going? What are our goals?  
There will be at least 3 or 4 IEEE members in attendance. There are 200 reservations. It is good to get IEEE recognized in other activities.
- g. New Member mixer and member involvement for 2018. Any update Jessica Bollin-Smith, Bryan Curtis, Raghav Khanna? Any update?  
No update.
- h. R4 bi-monthly X-Com WebEx meeting. Any update Tom Papademos?  
The next meeting is Thursday December 7, 2018.  
The last Saturday in January 2018 there will be a Region 4 WebEx from 9:00 to 1:00 ET.  
The next weekend there will be a joint Region 4 and Region 6 meeting in San Francisco.  
Future emphasis will be Sections generating new membership.  
Make certain that Section Reports are completed on time.  
There is a new Region 4 Young Professionals leader.  
There is a lot of information on the Region 4 website.
- i. New Affinity group formation:
  - i. Life Members Affinity Group. Gary Waugh and Richard Molyet.  
No report.
  - ii. WIE Affinity Group Jessica Bollin Smith.  
There is enough interest to form an official IEEE group, but still need those interested to sign up for WIE membership. This can be done at the same time as IEEE membership renewal (~\$20 additional). We need actual WIE members to get approved for official WIE affinity group status. For those who haven't signed up yet, please do!
- j. Science Kits for Libraries.  
Libraries in our Section area will be eligible in 2019.

- k. 2017 Toledo Section Strategic Plan:
  - i Inspire- maintain contact and incentives for Student Branches.  
We need to find young potential members in other areas.
  - ii Empower- Ensure each Section has a trained IMC.  
The systems are working fine.  
Can we trend website visitors?
  - iii Enable- Webinar on recruiting and retaining (refer to Bramlett, Patel).  
We need to retain members.
  - iv Engage- Experiment with new ways to reach students and younger members.  
Follow up on event participants.  
Publish Southeast Michigan events.  
Share our events with adjacent Sections.

**E. Chapter/Affinity Group Updates**

- a. IAS..... Gary Waugh  
No report.
- b. Computer/Controls ..... Dominic Wilson  
No additional update.
- c. Power ..... Bob Toth  
There was some discussion about a possible Electric Vehicles program. Brandon may have a contact.
- d. Young Professionals ..... Vamsi Borra  
No report.  
Consider that Vamsi Borra is going through a transition. It may be necessary to find a new chair in the near future. It was noted that Raghav may have some contacts that could be potential candidates.

**F. Committee Updates**

- a. Technical Programs ..... Steve Root  
Five L-31's have been filed associated with Institute night. I filed one for each of our 3 Technical Chapters and one for our Young Professionals Affinity Group. I also filed a report for the Section for our business meeting.  
All Technical Chapters and the YP Affinity Group have met the minimum requirements for meetings in 2017 and are considered active.  
Consider coordinating distinguished speaker visits with adjacent Sections. These speakers are limited to a certain number of trips per year. Early 2018 is a good time to reach out.  
Possible programs include Micro-grids and the Columbus Smart City Challenge.
- b. Membership Development ..... Jessica Bollin-Smith  
Jessica posted the following comments and questions for discussion.  
How can we utilize events that are not focused on membership to our advantage? (For example: Tech Toledo events, Institute Night, miscellaneous tours, etc.) Our presence at these events helps move conversations toward membership, and also saves costs when we're not hosting.  
How can we get more involved in current happenings around Toledo? Suggestions?
- c. Student Section ..... Raghav Khanna  
The Solder Work Shop was good. In fact it generated some new memberships.  
The Student Section thanks Ryan Goolsby and Tom Nestor for their recent presentations.  
The LED sign board project will continue into the Winter 2018 Semester. This will also emphasize computer participation.  
The Section is considering participation in next fall's HallowEngineering program which includes science displays and engagement with children.  
The Section is setting up a bank account.  
Certificates will be distributed acknowledging support of the IEEE Extreme competition.
- d. PACE ..... Tom Papademos  
It was agreed to provide \$1000 support for Math Counts and request \$500 support from PACE.  
Tom Papademos – motion, Bryan Curtis – second.

- e. Webmaster ..... Vamsi Borra/Dominic Wilson  
 We will analyze visitors to the Website.  
 We will keep the existing Web format though IEEE is pushing for a different format. We believe our format is better and it is similar to the Region 4 Web format.
- f. Information Management Coordinator (IMC)..... Dominic Wilson  
 No additional update.
- g. Education Coordinator ..... Raghav Khanna  
 Studying how to connect with others.  
 Considering fund raising thoughts.

**G. Roundtable Discussion**

- a. Next Meeting date – Tuesday January 9, 2018
- b. Tom Nestor commented that he appreciated the opportunity to talk with the students.
- c. Emmanuel Gonzalez stated that he was glad to participate in the Section leadership and stated that we need to discuss how to retain our membership. This led to additional conversation where it was noted:
  - a. We need to understand our membership and their needs.
  - b. Current members get new members.
  - c. We need to explore how to build corporate relationships.
- d. Bryan Curtis noted that if we are feeding our members' needs we will have success.
- e. Dominic Wilson thanked the Executive Committee members, Chapter chairs, and Committee chairs for their service. It was also noted that the new officers must be filed with IEEE.
- f. Steve Root wished everyone Happy Holidays.

**H. Adjournment 8:31 PM.**