

San Francisco PES ADCOM Meeting

Minutes

August 14, 2007

At the Offices of PG&E
77 Beale Street, Room 307
San Francisco, CA

ADCOM Attendees

Ben Williams	Shirley Taylor
Shirin Tabatabai	Davis Erwin
Julian	Sandra Ellis
Roberto Ramirez	Andrew Arana
Dan Sparks	Jon Eric

Ben called the meeting to order at 12:11PM. The previous meeting minutes were approved.

Treasurers Report –

Jon Eric reported a balance of \$5400 (This include the \$950 received for IEEE high performance award). \$3500 from EXCOM is expected to be automatically transferred to this account.

WAMU: \$500 was transferred to the WAMU account leaving a balance of 600 dollars.

PayPal – Balance: \$957.64.

Business and Action Item Updates

- ***SF Section EXCOM update (Dan, Sandra):***
 - Sandra presented the “Friend of IEEE” plaque to the Commission.
 - The next meeting will be September 4th or 11th.
 - The Region meeting will be held September 14th and 15th.
- ***GOLD & Student Activities for 2007 (Ben):***
 - Hike at San Francisco’s Lands End went forward as planned (6 to 12 people attended)
- ***Update on SFPES Website Maintenance (Skipped):***
 - None
- ***IEEE Membership Development Program & Advancement Recognition (Ben):***
 - IEEE forms have been received and Sandra will give them to Shirin.
- ***Event Review (Ben):***
 - No Review for this month
- ***Future Technical Presentations – Event Planning (Ben):***
 - Joint Meeting (September 27th)
 - Flyer prepared and handed out for review to ADCOM meeting attendees.

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- Event is posted in the EGRID
- SF PES, Oakland East bay PES, Computer, and Communication societies will also Sponsor (4 societies)
- \$500 contribution from SF PES is required. (It is unclear at this moment to whom the check needs to be delivered)
- Up to 100 people are expected to attend
- Greenvolts presentation has been postponed and needs to be rescheduled
 - The presenter could not meet the original scheduled technical meeting day.
- Communication Society technical presentation at AT&T park (Dan Sparks)
 - ADCOM meeting attendees reviewed the flyer for the COM SOC technical meeting at AT&T park
 - AT&T park technical presentation meeting room costs \$100/hour on non-game days and \$125/hour on game days. Conference rooms reserved on game days can only be entered no earlier than two hours before game start. On non-game days the conference rooms can be scheduled at anytime.
 - ADCOM agrees that it is a good idea to pursue an SF PES technical meeting at the ball park. (Dan will follow up).
 - SF PES may wish to hold a technical meeting at AT&T Park with the facility engineer with a possible topic of solar panels and/or underground switchgear.
 - IEEE member exclusive event with significant others. (This is an effort to avoid surpassing the 25 person meeting room limit)
 - Minimum group ticket sale is 25.
 - Considering our budget balance, SF PES will subsidize the attendance cost.
 - “SF PES” promotional advertising on the park big screen.
 - Date needs to be finalized. (Possible first or second week in September)
- October meeting
 - Shirin to check with Chifong.
 - NASA tour GOLD (Kevin Kosminsky)
- Embarcadero Sub tour (East Bay request)
 - Possible date in October
 - In the past we have done a similar tour and it occurred on Saturday morning
 - Jason Reagan lead one last week (ACTION)
 - Possible tour guide - Ron Vance. He has done the Martin tour in the past and is a very knowledgeable tour guide.
 - Limited to two groups of 15 people each.
 - Julian recommends that it be a Joint meeting.
- **Member Enticements (Chuck, Ben):**
 - The raffle for Flash Drive with LED light.
 - Extra shirts for Raffle.
 - Raffle at End of meeting - 1pm.
 - Raffles will begin at the next technical meeting
- **Round Table:**
 - Steve Adds – Google services. The assumption is that the notifications are that Google wishes to be IEEE’s preferred search engine.

Action Items

- Ben to inform ADCOM if specific assistance is needed for Joint meeting event planning.
- Ben to inform Jon Eric on where and when to send the money for the Joint meeting.
- Julian to modify Joint meeting flyer and convert to PDF.
- Dan to talk to AT&T park Facilities Engineer for on behalf of PES group.
- Jon Eric to talk to PG&E photovoltaic group for information on the AT&T park meeting.
- Ben to coordinate with East Bay for Joint Embarcadero tour.

The next ADCOM meeting will take place September 18th – at PG&E's 245 Market, Room 1402. Meeting adjourned at 1 PM.

Respectfully Submitted by:
Davis Erwin