

IEEE Region 3 – ExCom Meeting  
Web Conference – Minutes  
20 July 2020  
8:00-10:00pm

Attendees (ExCom voting member\*):

Jill Gostin*	x	Theresa Brunasso*	x	Pat Donohoe*	x	John Balsam*	x
Gregg Vaughn*	x	Steve Kemp*	x	Charles Lord*		Jenny Palmer*	x
Claude Pitts*		Justin Baba*		Danny Merkl*		Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Kristin Bing*	x	Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*		Bill Harrison*	x	Jacquelyn Cunningham*	x
Dave Green*	x	Victor Basantes*		Nelson Lourenco	x	Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle		Evelyn Licona		Lucas Sweet	x
Ebonee Walker		Hulya Kirkici		Glenn Parker	x	Sean Haynes	
Parag Upadhyay		Wyman Williams	x	Thomas Bellarmine	x	Hasala Dharmawardena	x
Amanda Sahlstrom		Sharlene Brown	x	Mark Torres	x	Jim Conrad	
Bill Ratcliff	x	Bailey Ulferts		Rachel Wilson		Subodha Charles	x
Devon Gayle	x	Bob Hobbs		Patrick Kung	x	Stevo Bozonovski	
Matt Horrer		McCauley Osaisai	x	Rich Kent	x	David Fillion	x
Derik Pack		Scott Kuntzelman		Paul Goodson		Allen Jones	x
Mary Ellen Randall		AJ Burke	x	Paul Belussi	x	Bob Bush	
Raul Ortega	x	Jim Howard		John Doyle	x	Chris Hardy	
Leandro Barajas		Warren Mackey		Winfort Myles		Eric Ackerman	x
David Griffith		Demetris Geddis		Mike Puckett		Nancy Mate'	

Agenda:

- 1) Director Gostin began the meeting at 8:00pm.
- 2) The meeting agenda was approved after (1) Director Gostin noted two items that were added after the agenda was initially sent to the ExCom and (2) Dave Green noted that a motion regarding minor changes to the Region 3 Operations Manual was left off the Consent agenda. The two items added to the Discussion agenda were "Sections Congress 2020 Update" and "Proposed Young Professionals Award" while "Changes to the Region 3 Operations Manual" was added under the Action agenda.
- 3) The consent agenda, consisting of the minutes from the 15 June 2020 ExCom Meeting and reports listed in the information agenda, was approved.
- 4) Officer Reports
  - a) Director Report
    - i) Director Gostin asked ExCom officers to keep their verbal reports short and refer to their written reports due to the number of items on the agenda for this meeting.
    - ii) Director Gostin reminded everyone that we will hold a Region 3 Committee meeting next month on 17 August where we will vote on the slate of Director-Elect candidates for 2022-2023.
    - iii) Director Gostin noted that several items that would have been included in our Region Committee Meeting at Sections Congress 2020 will be covered in our online Region Committee Meeting.
    - iv) Director Gostin noted that Section Chairs will receive a form to provide information on their "New Event".
    - v) Region 3 will hold an Eta Kappa Nu webinar on Wednesday, August 19 at 8:00pm where details of the organization will be presented, followed by a member induction ceremony.

Director Gostin noted that Sections can use this webinar as a Section Meeting. Sections should receive an email with these details.

b) Director-Elect Report

Director-Elect Brunasso referred to her written report for details.

c) Secretary Report

Secretary Donohoe has posted all submitted reports to the meeting website. The roll call was taken for the meeting.

d) Treasurer Report

i) Treasurer Balsam presented the overall details of the 2020 Region 3 budget to date.

ii) Treasurer Balsam noted that the Region transferred \$11,500 to the Conference Reserve account to raise this account level to \$100,000 as previously discussed.

iii) The projected SoutheastCon 2020 final budget is now expected to be a surplus of approximately \$16,000 – \$18,000.

e) Past Director Report

Past Director Vaughn noted that the 2022-2023 Director Elect slate of candidates will be considered at the end of this meeting in Executive Session.

5) Action Agenda

a) Wyman Williams, Chair of SoutheastCon 2021, presented the details of the SoutheastCon 2021 budget. Changes have been made to the food budget and projected sponsorships. The original registration fee was increased by approximately \$25. A conference surplus over \$75,000 is projected. A question regarding the projected level of sponsorships was raised, and discussion ensued. A parallel budget has been developed if the conference has to go completely or partially virtual. Conference Chair Eric Grigorian put forth a motion based on discussions with the Region 3 Finance Committee which stated "IEEE Region 3 ExCom delegates its review and approval of the SoutheastCon 2021 budget review and approval to Region 3 Conference Committee and Region 3 Finance Committee". There was no discussion. The motion was approved.

b) Strategic Operations Support Committee Chair Dave Green presented some minor edits to the Region 3 Operations Manual that had been submitted to the ExCom by email. Chair Green moved that these changes be approved by the ExCom. The motion was approved.

6) Discussion Agenda

a) Strategic Operations and Support Committee

The Chair of the Strategic Operations and Support Committee (SOSC), Dave Green, provided a summary of the committee purpose, membership, responsibilities, and 2020 goals.

b) SoutheastCon 2024/2025

Conferences Committee Chair Eric Grigorian provided a call to the Sections to consider hosting SoutheastCon 2024 or SoutheastCon 2025. Chair Grigorian provided an overview of what is required to host the conference and would like to be notified by September if a Section is interested in hosting.

c) IEEE Day

Lee Stogner provided information on the upcoming IEEE Day for 2020 which will occur on October 6. Lee encouraged all Region 3 members to get involved to promote your Section, your Committee, your Society and all things that make IEEE special.

d) SoutheastCon 2020

No report.

e) SoutheastCon 2021

SoutheastCon 2021 Chair Wyman Williams noted that the SoutheastCon 2021 is working on contingency planning. They are planning to meet with the conference hotel to renegotiate the food contract. The conference has received their \$5k loan from the Region.

f) Sections Congress 2020

Sections Congress 2020 Chair Kristin Bing provided an update on the Sections Congress Recommendation Process. The three recommendations provided by all Regions are being combined and revised. Voting on the recommendations on the Open Water platform will open on September 1 and close on September 9. The top three recommendations will be presented in a two-hour closing session on September 15.

g) Proposed Young Professionals Award

Awards Chair Kristin Bing provided an information on a new Young Professionals Award for Region 3. The Outstanding Young Professional Award in Region 3 will recognize leadership in service, education, innovation, entrepreneurship or furthering the goals of young professionals.

7) Review of Action Items From Last Meeting - none

8) Old Business – none

9) Executive Session

The Region 3 ExCom endorsed the slate of three candidates for 2022-2023 Director Elect provided by the Region 3 Nominations and Appointments Committee to be forwarded for approval by the Region 3 Committee. The three candidates are Eric Grigorian, Mark Torres and Pat Donohoe.

10) The meeting was adjourned at 9:28pm.