IEEE Region 3 – ExCom Meeting
Web Conference – Minutes
16 November 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*	x	Jenny Palmer*	
Claude Pitts*		Justin Baba*	x	Danny Merkl*	x	Lee Stogner*	x
Don Hill*	x	Damith Wickramamayake*	x	Kristin Bing*	x	Sonya Dillard*	x
Eric Grigorian*	x	Bill Marshall*		Bill Harrison*		Jacquelyn Cunningham*	x
Dave Green*	x	Victor Basantes*	x	Nelson Lourenco	x	Grayson Randall	x
Chirat Pathiravasam		Bill LaBelle	x	Evelyn Licona		Lucas Sweet	
Ebonee Walker		Hulya Kirkici		Glenn Parker		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 Heyman		Rachel Wilson		Subodha Charles	x
Devon Gayle	x	Bob Hobbs		Patrick Kung	x	Stevo Bozonovski	x
Matt Horrer		McCauley Osaisai	x	Rich Kent	x	David Fillion	
Derik Pack		Scott Kuntzelman		Paul Goodson		Allen Jones	x
Mary Ellen Randall		AJ Burke	x	Paul Belussi		Bob Bush	
Raul Ortega	x	Nancy Mate'		John Doyle	x	Chris Hardy	
Leandro Barajas		Warren Mackey		Winfort Myles		Eric Ackerman	
David Griffith		Demetris Geddis		Mike Puckett	x		

Agenda:
1) Director Gostin began the meeting at 8:00pm.
2) After combining multiple Discussion Agenda items associated with the Conference Committee into one item, the revised meeting agenda was approved.
3) The consent agenda, consisting of the minutes from the 19 October 2020 ExCom Meeting, reports listed in the information agenda, and the 2021 ExCom roster was approved.
4) Officer Reports
   a) Director Report
      i) Director Gostin is currently attending the November Board Series, which is totally virtual and spread out over several days. The efforts of the joint TAB Ad Hoc Committee on improving chapter support have been well-received and the work of the committee should continue for at least another year.
      ii) Director Gostin noted the Volunteer Platform shows great potential for linking potential volunteers with IEEE needs, and she would like to see broader utilization of this valuable tool.
      iii) As elections are occurring throughout the region, Director Gostin encouraged Sections to report their new officers on vTools and noted that, starting in 2021, the end date for each volunteer will be a required entry.
      iv) Region members should look out for the monthly Region 3 eNotice, generated and distributed by the Member Communications Committee, summarizing upcoming activities.
      v) Director Gostin noted that the hotel contract for SoutheastCon 2024 has been signed and the $21K down payment will be applied against the future conference expenses. This arrangement with the hotel was a direct result of our need to move SoutheastCon 2021 to a virtual conference.

      vi) Region 3 is looking for five Sections to volunteer for piloting the Industry Relations Platform. Please contact Director Gostin if your Section is interested.

   b) Director-Elect Report

Director-Elect Brunasso is continuing her work with several Region committees. She noted that her final meeting of 2020 with the Area Chairs took place prior to the November ExCom meeting.

   c) Secretary Report

Secretary Donohoe echoed Direction Gostin's request for Sections to report new officers on vTools after their elections, and noted the importance of officer reporting for effective regional communication. 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 showed a summary of how the Region tracks expenses for SoutheastCon from year to year, including past and future conferences. The Finance Committee continues to discuss the possibility of increasing the amount in the conference reserve account, which is currently just over $100K.

      iii) Sections were reminded that financial reporting via Net Suite is just around the corner as we close out 2020, with a deadline in February 2021.

   e) Past Director Report

Past Director Vaughn recently attended the IEEE Audit Committee, has been involved in Ad Hoc committees for the region, and continues to chair the Nominations and Appointments Committee.

5) Action Agenda

   a) 2021 Region 3 Budget

Treasurer Balsam presented the 2021 Region 3 Budget in detail. A motion was made to "approve the Region 3 2021 Draft Budget as presented for 2021". The motion was approved.

6) Discussion Agenda

   a) Conference Committee

The Chair of the Region 3 Conference Committee, Eric Grigorian, provided a summary of the committee membership for 2020 and 2021, an update on SoutheastCon 2020 (provided by Charles Lord), an update on SoutheastCon 2021 (provided by Wyman Williams), along with plans for SoutheastCon 2022 in Mobile, SoutheastCon 2023 in Orlando, and SoutheastCon 2024 in Atlanta. Details on how to request consideration for hosting SoutheastCon and information contained in the revised SoutheastCon Operations Manual were presented.

   b) Awards Nominations

Awards Chair Kristin Bing encouraged everyone to complete their awards nominations by the December 1 deadline. MGA approval is expected soon for the new Young Professional Award, and the deadline for nominations will be December 15.

7) Review of Action Items From Last Meeting

Implementation of the monthly Region eNotice - completed.

8) Old Business – none

9) New Business – none

10) The next ExCom meeting is scheduled for December 21, 2020 from 8:00-10:00pm EST.

11) The meeting was adjourned at 9:23pm.