

MINUTES OF BOARD OF DIRECTORS MEETING

Friday, June 18, 2010

1.0 Call to Order & Introductions

The Board met at Blue Coyote in Baton Rouge, Louisiana. President Chris Knotts called the meeting to order at 10:21 a.m.

Directors
Russell J. Coco, Jr, PE
Dax A. Douet, PE
C. Eric Hudson, PE
Christopher G. Humphreys, PE
Luke E. LeBas, PE
Christopher L. Sanchez, PE
Joshua P. Stutes, PE
Jeffrey L. Duplantis, PE
Benjamin M. Cody, PE
J. Daniel Thompson, EI

In Attendance:	Christopher Knotts, PE	President
	Patrick Landry, PE	President Elect
	Ronald Schumann, PE	Vice President
	Kurt Nixon, PE	Secretary/Treasurer
	Joey Coco, PE	Director-at-Large
	Ben Cody, PE	New Orleans Branch President
	Joshua Stutes, PE	Acadiana Branch President
	Luke LeBas, PE	Director-at-Large
	Chris Sanchez, PE	Director-at-Large
	Nedra Davis	Journal Editor
	Norma Jean Mattei	President Region 5
	E. R. DesOrmeaux, PE	Governor Region 5

2.0 Opening Comments

3.0 Approval of Agenda

- 3.1 Added item 7.3 Email subscription service
- 3.2 Added item 5.3 for Taxes

4.0 Approval of Minutes

- 4.1 Chris Sanchez made a motion to accept the Minutes of April 16, 2010 as submitted, seconded by Ben Cody.

5.0 Secretary/Treasurer's Report

5.1 Financial Report

Discussion on student reporting requirements.

- Students no longer required by national to submit traditional annual report
- Everyone agreed that the section needs to come up with a form for the Student Chapters to utilize in making a basic report to the section.
- ER and Pat volunteered to work on basic form to go out to Student Chapter
 - Officers
 - Funds Available
 - Activities Planned
 - Etc.

Pointed Out that Publication and Editor expenses will go over budget.

Budget changed to reflect what was agreed upon in previous emails for distribution of Student Awards.

Error shown with remaining budget column of Financial Report that needs to be corrected

Motion made to accept the Financial Report as discussed by Ronnie Schumann and seconded by Pat Landry.

5.2 Student Award Funds

Discussion on method of redistribution of student awards if there is no winner for a specific category

- Motion made by Ben Cody that current student categories be left in place and the winner of that award receive the budgeted amount to help with expenses to national. If a particular category has no winner but there is a winner in another category then the successful winner can partition the section for the unused award funds. The motion was seconded by Chris Sanchez and approved by all.

5.3 2009 Taxes

Almost complete we need additional information for the following:

- Golf tournament
- Unclassified donations

Possible workshop on 990 forms in future for branch treasures

6.0 Old Business

6.1 Section Constitution and Bylaws

There was discussion by the group on the Constitution, Bylaws, and operating guide structure and relationship with each document. Pointed out there is still a need for operating guidelines but all the redundancy to be eliminated. Motion made by Chris Sanchez and seconded by E.R. DesOrmeaux to accept the revised Constitution and bylaws as distributed in the email by Ali Mustapha.

6.2 Branch By-Law Revisions

- Confirmed previous email vote of Acadiana Branch By-law revision removing the Vice President position. Change will take effect in upcoming year.
- Baton Rouge going back to reword and resubmit their By-law revisions

7.0 New Business

7.1 Section Report Card

Lively discussion on implementing Section Report Card

- Baton Rouge recently had Frazer(?) from Region 5 come and speak on implementing a report card
- Start with a limited scope of few key areas
- Champions for each area
- Section needs a Point Man/ Key champion to oversee steering committee
 - Joey Coco volunteered for positions
 - Pat Landry and Luke LeBas also volunteered to help Joey
 - Scoping meeting set for July 23rd
- Set up E-room document storage
- Need to apply for SPAG Grant for Report Card

7.2 Reduction of Engineering Curricula Hours

E. R. DesOrmeaux reported that there is a push within the state for a reduction in hours in engineering curriculum. Chris Knotts put forward a motion that the section board drafts a letter in opposition to this move by the state. The board agreed to move forward with composing a letter to sign opposing the reduction of hours in engineering curriculum. E. R. DesOrmeaux volunteered to draft the letter.

7.3 Small Newsletter judge

E. R. DesOrmeaux informed the board that he is the new judge for the small newsletter award and encouraged submittal of Branches' newsletter.

7.4 Email Subscription

Chris Sanchez gave a report on his research into the utilization of an email subscription service. He talked with two different companies Mail Boto at \$12.50/month and Constant Contact at \$30.00/month which can provide the service. The Baton Rouge Branch is currently using Constant Contact. If the section does set-up an email subscription account all of the branches would then be able to use it. It would also provide an easy way to perform surveys, distribute information, and get feedback.

8.0 Reports

8.1 Branch Reports

1. Acadiana Branch Report - (See Attachment)
2. Baton Rouge Branch Report – (See Attachment)
3. New Orleans Branch Report – (See Attachment)
4. Shreveport Branch Report – (No Report)
5. T&DI Report – (No Report)
6. Region 5 Governor's Report – (E. R. DesOrmeaux gave report)
 - Emphasis on region 5 web site with links to newsletters
 - Next meeting July 14th
 - E. R. DesOrmeaux will provide a Region report for the August Section journal

9.0 Committee Reports

9.1 Special Activities and Awards

Branches need to get award candidates to Ronnie by end of June.

9.2 Student Awards

Jerry is having problems getting awards to students, talked about distributing awards differently. Maybe distributed at the branch level instead of at the annual conference.

9.3 Publication Committee

Pat Landry gave an update on the journal. Two of the three journals were 36 pages, will try and limit August journal. Because of the bigger journals publications are over budget. There was a request by Chris Knotts for no bridges on the cover of the August journal.

9.4 Other Committees

10.0 Announcements

10.1 Next Meeting

The next Section meeting is Friday, September 17, 2010, in Lafayette for the officer installation. A short board meeting will follow.

10.2 Tentative Future Meetings

TBD by President Landry

11.0 Adjourn

E. R. DesOrmeaux made a motion to adjourn, Norma Jean seconded, with unanimous approval by all.