

DELAWARE ENGINEERING SOCIETY

Minutes of DES BOARD MEETING

held
November 8, 2006

The meeting was called to order by Stacy Ziegler at approximately 9:00 a.m. at the University of Delaware College of Engineering Dean's Office.. Attendees were as follows:

Professional Chapter:

- Ahmad Faqiri
- Jason Halpin
- Michael Keefe
- Mark Parker
- Stacy Ziegler

Student Chapter

- Joseph Challburg
- Spencer Popejoy
- John Connelly
- Michele Michael

1. **Introductions** were made of the officers from the Professional and Student Chapters. A list of the Student Chapter officers is attached.
2. **Minutes** from the 10/11/06 Board meeting were distributed for review.
3. **Treasurer's report** was discussed (see attached). Audit of 2005-2006 books to be completed by Stacy Ziegler and Mario Gangemi. Stacy Ziegler obtained books from Michael Keefe after the Board Meeting. Issues regarding access to CD's at Artisans Bank and First Bank of North East are still being resolved. Accounts will be set up with Stacy, Ahmad and Mike as the individuals who can access accounts individually. Mark Parker will coordinate with John Traynor to resolve the Artisans Bank.
4. **Student Chapter Activities.** Joe Challburg summarized potential upcoming NSPE Student Chapter events, as follows:
 - Social Events
 - Tours – possibly Recon and Harley Plant
 - E-Weeks events – Mock interviews, Order of the Ring Ceremony, Job Shadowing
 - Charity – Habitat for Humanity
 - Fundraisers – Elkton Friendly's, selling t-shirts, etc.

Student chapter will need assistance from Professional Chapter officers/ members for some of the E-week activities. DES offered to provide assistance with events (member participation, professional support, financial support) upon request. Student Chapter will communicate information regarding upcoming events to DES. Student Chapter officers will be invited to future DES Board meetings and will be issued minutes from the meeting.

5. **Professional Development Meeting.** The following was discussed regarding the Professional Development Series Meetings:
 - The Board agreed to target January 2007 for the next Professional Development meeting.
 - Stacy presented information regarding Tim Walsh of FMSI as a potential speaker for the January 2007 meeting.
 - The Christiana Hilton was suggested as a possible location for upcoming meeting, as cost is apparently similar to other venues in the area.
 - Stacy to prepare proposal regarding ticket price, speaker costs, venue costs, etc. to provide to the Board for approval before Thanksgiving.
6. **Engineer of the Year.** The Past Presidents Council met on November 1, 2006 and nominated Thomas Prusak as the 2007 Engineer of the Year. The Board confirmed the nomination by email, and Mark Parker has notified Tom Prusak of the selection. Tom has accepted. No YEOY was nominated this year.
7. **Scholarship Committee.** Stacy reported on the Scholarship Program. Application forms and scholarship information have been sent to all Delaware High Schools. Jason will get application forms posted on the DES Website. Ahmad volunteered to assist with the review of scholarship applications in December./January. Will advertise in the upcoming newsletter and on website that we are looking for volunteers to assist with Scholarship Committee.
8. **Web Site Update.** Jason Halpin provided an update regarding the website. Information to be posted on various pages has been forwarded to the webmaster. The NSPE Student Chapter will provide some information to Jason that will be added to the website as a page. Jason will contact the Webmaster to see if .pdf files such as the newsletter and meeting minutes can be added as links. Board agreed that the Board meeting minutes could be posted, with account no. information to be removed from the Treasurer's Report.
9. **Membership.** Ahmad, Stacy and Mike are continuing to contact membership list to update info. Any updates to be forwarded to Stacy.
10. **Newsletter.** Stacy issued a draft of the newsletter to be reviewed by the Board. Mark Parker will provide an article regarding National NSPE news to include. Stacy will add an article regarding Student Chapter events and activities. Newsletter to be issued by email to those contacted so far who prefer this approach, and by US mail to those member who have not yet been contacted. A target date of November 17, 2006 was established for issuing the newsletter. Next newsletter to be issued in mid- January 2007.
11. **Outstanding Business.** Annual report shall be prepared for the July 1, 2005 to June 30, 2006 year. Reports shall be submitted by Mark Parker (President), Stacy Ziegler (Vice President, Scholarship Committee Chair), Jason Halpin (Secretary), Michael Keefe (Treasurer already submitted to Mark Parker), and John Chromy..
12. Topics for Next Board Meeting.
 - **DES Bylaws** need to be revised to reflect current officer positions, and need to be otherwise updated. Board Members to come prepared to discuss necessary revisions to the current bylaws, which have been distributed.
 - **Golf Outing.** Golf Outing planned for Spring 2007. Further planning needed.

- **Mentoring Program.** Chip Hazel and Gene Snell are coordinating with National. Will report to Board on the program at an upcoming meeting.

The meeting was adjourned at approximately 10:30 a.m.

The next scheduled meeting of the DES Board will be held **December 6, 2006, 9:30 – 10:30 am at Duffield Associates office, located at 5400 Limestone Road, Wilmington.**

It is my opinion that these minutes accurately reflect the discussions of the referenced meeting. By copy of these minutes, attendees are requested to carefully review this information, and if appropriate, provide comments, additions, and revisions to me as soon as possible. Should comments be received, I will modify these minutes as appropriate. If comments are not received within 7 calendar days following the issuance of these minutes, they will be assumed to accurately represent discussions at the meeting, and the minutes shall stand as written.

Respectfully submitted,

Stacy B. Ziegler, P.E.
President, DES

Enclosures: Treasurer's Report for October 2006
NSPE Student Chapter Officer List 2006-2007

NSPE 2006-07 Officers

- **Carmine Balascio**, Ph.D., P.E. – Faculty Advisor
Department of Bioresources Engineering
carmine@udel.edu
- **Joseph Challburg** – President
CIEG, Senior
shmoejoe@udel.edu
- **Brian Walton** – Vice President
CIEG, Senior
bwalton@udel.edu
- **John Connelly** – Secretary
CIEG, Senior
jconn@udel.edu
- **Michele Michael** – Treasurer
CIEG, Senior
mlmchl@udel.edu
- **Jason McLaughlin** – Co-President
MEEG, Junior
jmclaugh@udel.edu
- **Spencer Popejoy** – Co-President
MEEG, Junior
popejoy@udel.edu
- **Tom Boland** – Civil Discipline Liaison
CIEG, Sophomore
tboland@udel.edu

Feel free to contact any of the NSPE Officers above