

Delaware Engineering Society Board Meeting Minutes, September 1, 2010

Attendees: Mike Angelo (MA), Jason Winterling (JW), Ahmad Faqiri (AF), Stacy Zeigler (SZ), Mike Keefe (MK), Tom Coleman(TC)

Absent: N/A

Action items in RED

1. E-Week

- a. JW is committee chair, Joe Challberg and Chris Duke are planning on helping
- b. JW explained that DuPont is expensive and that we should look into different venue options. Names mentioned were: Delaware National Country Club, White Clay Creek Country Club, Deerfield, Christiana Hilton, Doubletree in Wilmington.
- c. JW will review locations and have E-Week kick-off meeting on October 13th at 12:00
- d. AF and JW would like to do both spring and fall PE announcements at the banquet, possibly with a short bio (15-30 seconds) while they are walking up. **AF will speak with Dan Barbado and Peggy Abshagan about handing out.**

2. Bylaws

- a. MA reviewed and discussed officer duties as described in the DES bylaws

3. Newsletter

- a. JW would like to do a newsletter this fall
- b. SZ agreed to pul one together and JW is to forward the formatting file for her use. SZ intends to send out during the 3rd week of September.

4. Meeting Schedule

- a. It was determined that officers will meet at noon on the second Wednesday of every other month. The meeting location will alternate. The November 10th meeting is scheduled for McCormick Taylor.

5. Treasurer Audit

- a. JW would like to audit the DES and DCES finances. The last audit was done on January 16th, 2009 by SZ and AF. This covered July 2006 to June 2008. This new audit would cover July 2008 to June 2010.
- b. MK agreed to look at DCES finances along with DES but noted that usually the current and past presidents perform the audit, but that anyone can.
- c. **Audit scheduled for 8:00am, September 8th at Pennoni. JW, AF, MK & MA will attend**

6. Scholarship

- a. MK stated that there is \$650 left in scholarship fund and SZ stated that \$5400 is to be paid out to cover previous scholarship awards and needs to be paid in the next few weeks.
- b. SZ stated that usually \$2000 - \$4000 is donated by DCES annually using proceeds from the Eweek banquet.
- c. **JW is to review the DCES records to see what had been paid out for scholarships recently and is to determine the average payout to plan ahead**

7. Mathcounts

- a. **JW will check with Meghan Lester to discuss her availability for this year.**
- b. SZ stated that Bangalore Lakshman would like to be involved and wants to donate money to increase participation.

8. General Liability Insurance

- a. MA asked if we have general liability insurance. MK agreed to look into it.

9. Website

- a. **TC will update officer information on website and update meeting schedule information.**