

SEAOSC Directors & SEAOC Delegates

cc: www.seaint.org/seaosc Web Page

FROM: Daniel J. Novak, President
Don Gilbert, Executive Director

DATE: July 24, 2002

SUBJECT: Minutes of Meeting 937 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, July 24, 2002 meeting held at the SEAOSC Offices in Whittier, CA. Participants are requested to inform the recorder of any omissions and clarifications.

PARTICIPANTS – POSITION / BOARD CONTACT

Daniel J. Novak (DJN) – President / SEAOC Delgt. / Policies
Richard L. Hess (RLH) – Pres.-Elect / Steering Cmte / Programs / Budget Cmte. / EBC / Business Forum
Lawrence P. Brugger (LPB) - Treasurer
Jack E. Bruce (JEB) – Past President/ SEAOC Delegate / HonMbrship / Bylaws / Awards /Code
Robert E. Bachman (REB) - Director (1)
Michael L. Cochran (MLC) – Director / PR Cmte.
David W. Cocke (DWC) - Director
Juan Carlos Esquivel (JCE) – Director
Y. Henry Huang (YHH) - Director
Amer Z. Soudani (AZS) – Director / Field Day (1)
Eric C. Stovner (ECS) - Director
Howard F. Stup (HFS) - Director
Mel Green (MG) - SEAOC President/Delegate
James A. Hill (JAH) - Past President/SEAOC Delgt.
Donald H. Gilbert (DHG) - Executive Director

(1) By Reference (Not present at meeting)

Note: M/S/C means "Moved/Seconded/Carried"

<u>ITEM</u>	<u>ACTION</u>	<u>COMMENT AND/OR QUESTIONS</u>
1		Call to Order: The meeting was called to order by President DJN at 3:20 p.m.
2		Adoption of Agenda: The agenda was adopted adding a new business item of SE Exam Licensing.
3		Approval of Meeting Minutes: The minutes of the last meeting were reviewed and discussed. ➤ M/S/C to approve the minutes of the June 5 meeting of the Board of Directors.

- 4** **Treasurer's Report:** The Treasurer's Report for the month of June was presented and discussed.
- **M/S/C** to receive the financial reports for June 2002 and approve the payment of expenses for the month.
- 5** **Committee Reports:**
- 5A Executive Cmte. Items: JEB spoke about the Executive Cmte meeting held on June 14 noting that all the items of discussion will also be discussed today on the agenda.
- 5B MLC SEAOSC Programs: MLC briefed the board on the seminar schedule for the upcoming year.
- 5C Membership Report: DHG reported that current membership totals 1532 members as of July 3, 2002.
- Candidates for Membership: 13 candidates including 1 Member SE; 3 Member; 7 Associate, 0 Affiliate, 0 Industry Member; 0 Corresponding and 0 Students were presented.
- **M/S/C** to approve the candidates presented for membership.
- 5D Approval of FY 2002-2003 Budget: RLH presented and discussed the FY 2002-2003 budget.
- **M/S/C** to approve the FY 2002-2003 budget as presented.
- 6** **SEAOC Business:**
- 6A SEAOC Executive Cmte. Items: Reviewed.
- 6B SEAOC Old Business: None.
- 6C DJN SEAOC New Business: The agenda and minutes to the July 20 board meeting were discussed by DJN. He also discussed the SEAOC Strategic Plan. RLH requested that the chair of the SEAOC Seismology and Structural Standards Cmte be asked to disseminate info to the local cmte. DJN to request this from Lee Adler.
- 7** **Old Business:**
- 7A Renewal of Executive Director Agreement: Presented and discussed.

- **M/S/C** to approve the renewal of the Executive Director agreement with Donald H. Gilbert & Associates for providing executive director services for FY 2002-2003 as presented.

7B YHH Webcasting: MLC and SQ gave a presentation regarding Webcasts showing two Webcast samples noting that no other engineering organization is currently offering any continuing education activities like this. DJN stated he thought that this is an exciting project and it is the future of the Association. YHH agreed to chair a cmte to develop policies and guidelines for Webcasting.

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8A New Business:

Approval of Resolution Designating Financial Signatories: A resolution designating that DJN and LPB are to be the financial signers was presented.

- **M/S/C** to approve that the Board of Directors of the Structural Engineers Association of Southern California (SEAOSC) do hereby authorize Daniel J. Novak, President, or Lawrence P. Brugger, Treasurer to be the signers on all SEAOSC financial accounts, including but not limited to checking and money market accounts, effective July 25, 2002. This Resolution is approved at the July 24, 2002 meeting of the SEAOSC Board of Directors.

8B Establishment of Board Meeting Dates: It was agreed to set the schedule for future meetings as:
12-1 p.m. - meet for lunch
1-3:30 p.m. - board meeting
3-3:30 p.m. - PD&D seminar registration
3:30-5:15 p.m. - PD&D seminar
5-6 p.m. – social hour
6-7 p.m. – dinner
7-8 p.m. – PD&D seminar

8C Consider 10% Increase in Seminar Fees: It was agreed to establish the fees for seminars this next year at:

MEMBER RATE for PD&D Seminar & Dinner:

Pre-registered/Prepaid - \$45

At-the-door registration/payment - \$55

NON-MEMBER RATE for PD&D Seminar & Dinner:

Pre-registered/Prepaid - \$90

At-the-door registration/payment - \$110

FULL-TIME STUDENT RATE PD&D Seminar & Dinner - \$30

Dinner Only (Seminar notes not included) - \$27

- 8D DHG Appointment of Cmte. Board Contacts: DJN reviewed the cmte chairs and board contacts for the cmtes and made appointments as needed. DHG agreed to update Table 1 accordingly.
- 8E Appointment of SEAOC Delegates: It was discussed whether to change the term of a SEAOC delegate to three years and it was decided that by doing this, continuity on the SEAOC board was also furthered.
- **M/S/C** to make the term of a SEAOSC delegate to the SEAOC Board of Directors three years and designate the President-Elect, President and Past President the delegates by virtue of their positions.
- 8F YHH Code Panel Proposal: YHH discussed his proposal and it was referred to the Seismology Cmte for further study.
- 8G DC Request from Cal Poly Pomona Involvement/Logo Use: DC agreed to contact the student chapter and also discuss the topic with David Corman, Chair of the Younger Members Cmte.
- 8H JCE Other New Business:
1. SE Exam Restructuring: Discussed the email from Lee Adler re: this issue. JCE agreed to assist in this capacity.
- 9** **Consent Items & FYI:** See agenda packet.
- 10** **Adjournment:** The meeting was adjourned at 7:50 p.m.