

SEAOSC Directors & SEAOC Delegates

cc: www.seaint.org/seaosc Web Page

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

DATE: November 6, 2002

SUBJECT: Minutes of Meeting 940 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Nov. 6, 2002 meeting held at the Monterey Hill Steakhouse in Monterey Park, 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 / Finance
Jack E. Bruce (JEB) – Past President/ SEAOC Delegate / HonMbrship / Bylaws / Awards / Governance(1)
Robert E. Bachman (REB) – Director(1)
Michael L. Cochran (MLC) – Director / PR Cmte. / Speakers Bureau / Web Administrator
David W. Cocke (DWC) – Director / Younger Mbr
Juan Carlos Esquivel (JCE) – Director / Research
Y. Henry Huang (YHH) – Director / Seismology / Membership / Webcasting / Steel Structures
Amer Z. Soudani (AZS) – Director / Field Day(1)
Eric C. Stovner (ECS) – Director / House
Howard F. Stup (HFS) – Director / EBC(1)
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 1:10 p.m.
2		Adoption of Agenda: The agenda was adopted as is with MLC's request to move up the new business so he can discuss it before he needs to leave the meeting at 3 p.m.
3		Approval of Meeting Minutes: The minutes of the last meeting were reviewed. ➤ M/S/C to approve the minutes as amended of the Oct. 9 meeting of the Board of Directors.
4		Treasurer's Report: The Treasurer's Report for the month of October was presented and discussed.

- **M/S/C** to receive the financial report for October 2002 and approve the payment of expenses for the month.

DHG DHG referred the directors to the typo clarification provided by Joanne Plummer of the first paragraph of page 22 of the FY 2001-2002 financial review and her recommendation and approximate cost of how often a full audit should be conducted. DJN recommended and everyone agreed that the budget for a full audit was not necessary at this time in light of reviews being conducted annually.

5 Committee Reports:

5A Executive Cmte. Items: No report.

5B MLC/DHG SEAOSC Programs: MLC briefed the board on the seminar schedule for the upcoming year.

5C Membership Report: DHG reported that current membership totals 1368 members as of Nov. 2, 2002 compared to 1405 one year ago.

Candidates for Membership: 21 candidates including 4 Member SE; 6 Member; 8 Associate, 1 Affiliate, 2 Industry Member; 0 Corresponding and 0 Students were presented.

- **M/S/C** to approve the candidates presented for membership.

A list of the delinquent members was reviewed and split up for each director to individually call and remind the member to pay their dues.

5D Steering Cmte (B1): RLH briefly discussed the minutes to the Steering Cmte meeting on Oct. 12.

5E RLH Code Cmte (B2): HH gave a verbal report about the Code Streamlining project. DJN recommended that the Code Cmte prepare a White Paper for Code Streamlining and referred the topic to the Steering Cmte.

5F Research Cmte (B3): JCE brought the board's attention to written report in the agenda packet.

6 SEAOC Business:

6A SEAOC Executive Cmte. Items: None.

6B SEAOC Old Business:

1. Minutes to Sept. 25 Board Meeting: Discussed.
2. Minutes to Oct. 26 Board Meeting: Noted that it was agreed that the Roster be distributed electronically in PDF format in January 2003 and that an RFP for editing the next issue of the Blue Book has been issued. Hopefully the Blue Book can be produced and distributed by the 2003 SEAOC Convention.
3. Review of Long Range Plan: DJN urged directors to review the Long Range Plan and provide comments to the SEAOC delegates.

6C SEAOC New Business: None.

7 Old Business:

7A JEB Appointment of ATC Representative: JEB agreed to chair an Ad Hoc cmte composed of Brian Cochran, Jim Hill and himself to identify a candidate for ratification at the December meeting.

7B YHH/MLC Webcasting Discussion: Discussed. YHH and MLC to contact Shafat Qazi and Tom Campbell at ICBO.

7C ACE Mentoring Letter of Support: The possibilities were discussed of combining the SEAOSC scholarship awards and ACE. ECS agreed to draft an letter and short explanation of ACE for publication in the newsletter an also agreed to attend the next meeting of the Scholarship Cmte on Nov. 18th.

8 New Business:

8A Request Financial Support for Shake Table: Discussed.

- **M/S/C** to support UC San Diego's shake table at the rate of \$5,000/year for the next five years and to also have DJN notify and encourage SEAOC and the other SEAOC Member Organizations for additional support. It was also agreed that the person to be put on the board of directors for this project because of this contribution also be a current member of the SEAOSC board of directors so that communication can be more easily facilitated.

9 Consent Items & FYI: See agenda packet.

10 Adjournment: The meeting was adjourned at 3:36 p.m.