

SEAOSC Directors & SEAOC Delegates

cc: www.seaint.org/seaosc Web Page

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

DATE: December 4, 2002

SUBJECT: Minutes of Meeting 941 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Dec. 4, 2002 meeting held at the Monterey Hill Restaurant 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 / HonMbrshp / Bylaws / Awards / Governance
Robert E. Bachman (REB) – Director
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(1)
Howard F. Stup (HFS) – Director / EBC
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 with the following three additional items. 8E - EERI 2004 Annual Meeting 8F - ASCE Popsickle Stick Bridge Contest 8G - CSES Code Complaint ➤ M/S/C to adopt the agenda as amended.
3		Approval of Meeting Minutes: The minutes of the last meeting were reviewed.

- **M/S/C** to approve the minutes of the Nov. 6 meeting of the Board of Directors.

4 **Treasurer's Report:** The Treasurer's Report for the month of November was presented and discussed.

- **M/S/C** to receive the financial report for November 2002 as amended to reflect changing expense item #623 to a new account line item entitled "#624-UCSD Shake Table Donation" and approve the payment of expenses for the month.

5 **Committee Reports:**
5A Executive Cmte. Items: None.

5B RLH/MLC/LPB SEAOSC Programs: RLH briefed the board on the seminar schedule for the upcoming year. Bob Lyons agreed to get with RLH and LPB regarding presenting a Seismology seminar on Feb. 15th, noting that the February newsletter deadline is Dec. 24th.

MLC questioned how to handle the travel expenses of the speakers for the Tri-Counties meetings on Jan. 15th in Santa Maria.

- **M/S/C** to approve paying an honorarium of \$250/speaker to the seminar and dinner meeting presenters traveling to Santa Maria.

5C Membership Report: DHG reported that current membership totals 1459 members as of Nov. 25, 2002 compared to 1408 one year ago.

Candidates for Membership: 51 candidates including 0 Member SE; 2 Member; 2 Associate, 1 Affiliate, 2 Industry Member; 1 Corresponding and 42 Students were presented. The definition of an Affiliate Member was discussed.

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

A list of 138 delinquent members whose names will be published in the January issue of the newsletter was presented in the agenda packet.

5D Seismology Cmte (B4): Bob Lyons reported that the cmte, in addition to handling the routine issues, has taken on the task of writing White Papers that hopefully can be published in the future. He discussed the abstracts of some of these papers. Bob also noted that the cmte is looking to find a Vice Chairman of the cmte

so that a easy transition can take place in the future. The board thanked Bob for his commitment and good work.

5E Existing Buildings Cmte (B5): HFS reported on the Existing Buildings Cmte's activities.

5F Convention Cmte (C8): DHG reported that the SEAOC 2002 Convention finances are being wrapped up and a final report was requested from Doug Thompson to be presented at the May board meeting

6 SEAOC Business:

6A SEAOC Executive Cmte. Items: None.

6B SEAOC Old Business:

1. Minutes to Oct. 26 Board Meeting: DJN stated that contrary to this board's request, the SEAOC board of directors authorized the distribution of the next Roster electronically in a PDF format.

6C SEAOC New Business: None.

7 Old Business:

7A DHG Appointment of ATC Representative: DJN reported that Jim Hill has accepted this appointment and requested DHG to notify ATC.

7B MLC Status of Webcasting Project: YHH stated that Bill Warren was invited and has agreed to assume the chairmanship of this cmte. Bill will not be able to attend the meeting today. Michael C. stated that there will be a meeting with Tom Campbell of ICBO Education. YHH suggest that Michael contact Bill Warren so he can attend also. YHH and David Cocke will also be serving in this committee.

7C ECS Status of ACE Mentoring Project: DJN reported for ECS that Terry Dooley will attend the Jan. board and dinner meeting to update the board and membership about this project.

7D MLC Appointment of Representative Shake Table Project: DJN spoke about attending the groundbreaking ceremony this week and REB wanted everyone to understand what this project was about. Agreed to retain Michael Cochran as the representative.

7E YHH DES Training Seminar: Discussed and YHH agreed to speak with Brenda Guyader regarding the planned Disaster Emergency Services (DES) seminar scheduled for late February or March and possibly seek LA County support of this event

8 New Business:

- 8A DHG Need to Update Credit Card Terminal: DHG reported for the board's information that the SEAOSC office may need to purchase an updated credit card processing machine for about \$750 to comply with new credit card security regulations.
- 8B Coordination Meeting of Engineering Organizations: RLH updated the board as to the formation meeting he attended for this organization. No action taken.
- 8C DHG Request from Shafat Qazi to Start Affinity Programs: Shafat Qazi outlined a potential plan to offer more benefits to members by offering Affinity Programs to our members.
- **M/S/C** to approve offering Affinity Programs to the SEAOSC membership.
- The board requested for DHG to identify a director to work with in establishing this program. Shafat declined citing a possible conflict of interest since his company wanted to participate as an Alliance Partner.
- 8D JEB Letter to Lee Adler from Arnold Bookbinder re: Fellow Nomination: The topic was referred to the Nominations for Honorary and Fellows Cmte chaired by the Immediate Past President.
- 8E YHH/DWC EERI 2004 Convention: DWC addressed this for YHH in regards to whether SEAOSC wants any type of role in planning this event during Engineering Week in. It was agreed to discuss this topic further at the January board meeting.
- 8F MLC ASCE Popsickle Stick Bridge Contest: DJN discussed.
- **M/S/C** to approve a \$300 expense to assist this project.
- The topic was then referred to the PR Cmte for further involvement on the part of SEAOSC.
- 8G CSES Code Complaint: RLH briefed the board as to complaints that the Consulting Structural Engineers Society (CSES) had in regard to code plan checking. No action taken.
- 9 Consent Items & FYI:** See agenda packet.
- 10 Adjournment:** The meeting was adjourned at 4:00 p.m.