

TO: SEAOSC Directors & SEAOC Delegates
cc: www.seaint.org/seaosc Web Page

FROM: Richard L. Hess, President
Don Gilbert, Executive Director

DATE: Oct. 1, 2003

SUBJECT: Minutes of Meeting 951 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Oct. 1, 2003 meeting held at Luminarias Restaurant, Monterey Park, CA. Participants are requested to inform the recorder of any omissions and clarifications.

PARTICIPANTS – POSITION / BOARD CONTACT

Richard L. Hess (RLH) – President / SEAOC Delgt. / Policies
Lawrence P. Brugger (LPB) – Pres.-Elect / Steering Cmte / Programs / Budget Cmte./ SEAOC Delgte
Martin W. Johnson (MWJ) – Treasurer
Daniel J. Novak (DJN) – Past President / SEAOC Delegate / Bylaws / Awards(1)
Daniel L. Bayless (DLB) - Director (1)
David W. Cocke (DWC) – Director(1)
Jeff Crosier (JC) – Director
Juliet J. DeMoss (JJD) - Director
Juan Carlos Esquivel (JCE) – Director
Y. Henry Huang (YHH) – Director(1)
Robert T. Lyons (RTL) – Director
Eric C. Stovner (ECS) – Director
Donald H. Gilbert (DHG) - Executive Director
Michael L. Cochran (MLC) – Webcasting Cmte(1)
Bahram Zarinsafar (BZ) – Research Cmte Chair

(1) By Reference (Not present at meeting)
Note: M/S/C means "Moved/Seconded/Carried"

MINUTES

<u>ITEM</u>	<u>ACTION</u>	<u>COMMENT AND/OR QUESTIONS</u>
1	Call to Order:	The meeting was called to order by President RLH at 1:00 p.m.
2	Adoption of Agenda:	The agenda was discussed. ➤ M/S/C to adopt the agenda as amended to include: 6C1- Coordination with SEAOC; 7D- Code Adoption; 8A-NEHRP.
3	Approval of Meeting Minutes:	The minutes of the last meeting were reviewed.

- **M/S/C** to approve the minutes of the Sep. 3 meeting of the Board of Directors as distributed

4 Treasurer's Report: The Treasurer's Report for the month of September was presented and discussed. FY 2003-2004 revenues were reported to be \$244,568; expenses were reported to be \$173,299 for a net surplus of \$71,269 with a total liability and fund balance of \$253,050.

- **M/S/C** to receive the financial report for September 2003 and approve the expenses for the month.

DHG/LPB/MLC Revenues received for advertising in the newsletter and web ads were discussed and it was recommended that DHG and LPB make a recommendation for increasing the price of ads. DHG agreed to discuss with Michael Cochran a plan to promote Website banner ads via a marketing plan.

5 Committee Reports:

5A Executive Cmte: RLH stated that the Exec Cmte did not meet.

5B LPB/ECS SEAOSC Programs: LPB discussed and revised the seminar schedule for FY 2003-2004.

5C Membership Report: DHG reported that current membership is 1546 compared to 1551 a year ago.

Candidates for Membership: 3 candidates including 1 Member SE; 0 Member; 1 Associate, 0 Affiliate, 1 Industry Member; 0 Corresponding and 0 Students were presented.

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

5D MLC Webcasting Cmte: DHG reported that Aswin Rangaswamy have continued to meet to coordinate the hardware and software requirements of the y-university.com Website.

5E BZ Research Cmte: BZ gave a verbal status report of the Research Cmte's activities including UCLA's project of shaking the Four Season building. He said that UCLA should be given access to the building today and that the building may need to be repaired before it can be shaken. He requested funds to conduct some extra testing but the board declined the request.

- 5F JC Quality Assurance Cmte: JC presented a written report which was distributed in the agenda packet about the cmte's activities.
- 6 SEAOC Business:
- 6A SEAOC Executive Cmte: RLH stated that the Exec Cmte reviewed and revised the proposed policies and that most of SEAOSC's suggestions were agreed to except for the Harassment Policy and that the approved Harassment Policy will be reviewed by counsel.
- 6B SEAOC Old Business:
1. Minutes to the Sept. 17 Board Meeting: The minutes to the Sept. 17th board meeting at the Convention was discussed.
 2. Proposed Policies: Discussed above.
- 6C SEAOC New Business:
1. Coordination with SEAOC: MWJ suggested to add a line on Table 1 for SEAOC Seminars to enable better coordination of scheduled seminar dates.
- 7 Old Business:
- 7A Activation of Professional Practice & Legislative Cmtes: RLH reported that a letter was sent to all past presidents and that Gerry Lehmer offered to chair the Professional Practice cmte.
- 7B DHG Status of Health Insurance Survey: DHG reported that 24 surveys have been returned with 22 in favor ("interested and very interested") of SEAOSC investigating group insurance and 2 not in favor ("some interest and very little interest"). It was agreed to have DHG forward this info to Bill Warren and Melissa _____ for further analysis and obtain a determination of whether to proceed with this project.
- 7C Meeting w/MCEER: Discussed.
- 7D Code Adoption: Discussed.
- 8 New Business:
- 8A RLH Meeting w/CERF & NEES: Discussed and it was suggested to have a SEAOSC member (DJN?) attend this meeting. RLH agreed to ask DJN to attend.
- 8B NEHRP Ballot: RLH and MWJ discussed the NEHRP ballot.
- 9 Consent Items & FYI: See agenda packet.
- 10 Adjournment: The meeting was adjourned at 4:35 p.m.