

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

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

DATE: Nov. 5, 2003

SUBJECT: Minutes of Meeting 952 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Nov. 5, 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
Daniel L. Bayless (DLB) - Director
David W. Cocke (DWC) – Director
Jeff Crosier (JC) – Director
Juliet J. DeMoss (JJD) - Director
Juan Carlos Esquivel (JCE) – Director(1)
Y. Henry Huang (YHH) – Director
Robert T. Lyons (RTL) – Director
Eric C. Stovner (ECS) – Director
Donald H. Gilbert (DHG) - Executive Director
Michael L. Cochran (MLC) – Webcasting Cmte
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 1:10 p.m.
2		Adoption of Agenda: The agenda was discussed. ➤ M/S/C to adopt the agenda as amended to include: Old Business: 7B - EERI Annual Meeting: 7C - Status of Health Insurance Survey: 7D - Meeting w/MCEER:

7E - I-Codes Adoption:
7F - CERF & NEES Report:
New Business:
8C - AISC Bridge Contest:
8D - Student Awards:
8E - Civil Engineering Alliance:

3 Approval of Meeting Minutes: The minutes of the last meeting were reviewed.

➤ **M/S/C** to approve the minutes of the Oct. 1 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 \$275,264; expenses were reported to be \$208,942 for a net surplus of \$66,321 with a total liability and fund balance of \$248,155.

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

Audit Report: The FY 2002-2003 financial audit/review was reviewed and discussed.

➤ **M/S/C** to receive the FY 2002-2003 financial review.

5 Committee Reports:

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

5B LPB SEAOSC Programs: LPB discussed and revised the seminar schedule for FY 2003-2004. It was agreed to change the March 20th macro seminar to a half-day seminar and to eliminate the May 14th macro seminar date. DHG agreed to post a message to the seaint@seaint.org and seaoscmembers@seaint.org list servers advertising the Nov. 15 seminar.

5C Membership Report: DHG reported that current membership is 1317 compared to 1368 a year ago.

Candidates for Membership: 7 candidates including 0 Member SE; 6 Member; 0 Associate, 0 Affiliate, 0 Industry Member; 0 Corresponding and 0 Students were presented.

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

- 5D MLC Webcasting Cmte: MLC gave a verbal report regarding the current status of the cmte's activities.
- 5E LPB Steering Cmte (B1): LPB reported that there has not been a meeting yet but will schedule one soon.
- 5F Code Cmte (B2): LPB reported that the Code Cmte is meeting consistently on the third Tuesday of each month and that the cmte is seeking volunteers to be reps to the SEAOC Code Cmte which is being re-established.
- 5G Research Cmte (B3): No report.
- 5H Convention Cmte: BW and DHG gave verbal reports on the 2006 Convention (BW on NCSEA co-sponsorship of the convention and DHG on the cmte meeting at the Long Beach Westin last Sunday). RLH requested BW to create a draft pro forma financial plan spreadsheet for the 2006 Convention within the next couple of weeks.
- 6 SEAOC Business:
- 6A SEAOC Executive Cmte: DJN stated that an Exec Cmte conference call is scheduled for next week to address a recommendation of a budget which stands now at a deficit of \$156,000 due mainly to the delay of publishing new publications. He also said that a possible dues increase is being considered.
- 6B SEAOC Old Business:
1. Minutes to the Oct. 25 Board Meeting: The minutes to the Oct. 25 board meeting was discussed by DJN.
 2. Proposed Policies: DJN noted that the policies were adopted as edited by the SEAOC Exec Cmte (using most of SEAOSC's suggestions) and the Harassment Policy was changed to a Code of Conduct (as suggested by SEAOSC).
 3. Long-Range Plan: Not discussed.
- 6C SEAOC New Business: None.
- 7 Old Business:
- 7A Newsletter Advertising Policies/Rates: DHG presented and discussed the proposed revisions to the policies and rates.
- **M/S/C** to approve the newsletter policies/rates as drafted.
- 7B EERI Annual Meeting: Not discussed.

- 7C Status of Health Insurance Survey: DHG discussed and said that it was also discussed at the Oct. 25 SEAOC board meeting where it was stated that it could be a self-funded system with a minimum of 200 member-firms participating in order to establish a medical history. At that point, any member could enroll. SEAOC President Jim Malley said he would appoint a cmte to further investigate.
- 7D Meeting w/MCEER: RLH discussed the recent meeting held with MCEER and the possible co-sponsorship of their annual meeting on Jan. 17, 2004 (the same date as the next SEAOC board meeting). It was thought that Jim Malley (SEAOC President) should invite MCEER to attend the SEAOC dinner before its board meeting in LA. It was decided not to put on a seminar with them on that Saturday.
- 7E I-Codes Adoption: RLH referred the board to his open letter to Gov. Schwarzenegger and an email from Lee Adler regarding the current status of the I-Codes.
- 7F CERF & NEES Report: RLH discussed the recent meeting he attended where NEES was seeking more participation from other groups despite the fact that what NEES is doing is applicable to a small portion of the profession.
- 8
8A New Business:
ATC Discussion: RLH said that Jim Hill has resigned from being SEAOSC's ATC rep and nominated David Breiholz for the remaining two years of Jim's term. The opinion was expressed to get more people to participate and thus spread the workload. A nominating cmte was formed of RLH, RTL, MWJ and LPB to seek a nominee.
- 8B ACE Mentor Program Update: Terry Dooley gave a verbal report on the ACE Mentor Program with over 50 firms and 10 SEA members involved with the project. He requested the financial support of SEAOSC again this year for the 45 scholarships planned on being given out next May.
- **M/S/C** to approve the expenditure of \$3,250 for the ACE Mentor Program.
- 8C AISC Bridge Contest: Not discussed.
- 8D Student Awards: RLH reported that George Battey will be attending the next board meeting and that donations need to be solicited.

George is also seeking a vice chair to assist with following up with the schools.

8E Civil Engineering Alliance: Not discussed.

9 Consent Items & FYI: See agenda packet.

10 Adjournment: The meeting was adjourned at 5:00 p.m.

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