

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

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

DATE: Jan. 7, 2004

SUBJECT: Minutes of Meeting 954 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Jan. 7, 2004 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(1)
Daniel J. Novak (DJN) – Past President / SEAOC Delegate / Bylaws / Awards
Daniel L. Bayless (DLB) – Director(1)
David W. Cocke (DWC) – Director
Jeff Crosier (JC) – Director(1)
Juliet J. DeMoss (JJD) - Director
Juan Carlos Esquivel (JCE) – Director
Y. Henry Huang (YHH) – Director
Robert T. Lyons (RTL) – Director
Eric C. Stovner (ECS) – Director(1)
Donald H. Gilbert (DHG) - Executive Director
Rawn Nelson

(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: 5H – DES Cmte Report/SLO Response 6B – SEAOC Old Business: Long Range Plan 6C4 – SE Excellence Awards 6C5 – SEAOC Media Relations 6C6 – Reimbursement Policy of SEAOC Cmtes

7C – 2007 SEI Congress
7D – Publicity
8D – Proposal by John Serena
8E – ASCE Popsickle Bridge Donation

- 3** Approval of Meeting Minutes: The minutes of the last meeting were reviewed
- **M/S/C** to approve the minutes of the Dec. 3 meeting of the Board of Directors as amended.
- 4** Treasurer's Report: The Treasurer's Report for the month of December was presented and discussed. FY 2003-2004 revenues were reported to be \$308,656; expenses were reported to be \$272,534 for a net surplus of \$36,123 with a total liability and fund balance of \$216,779.
- **M/S/C** to receive the financial report for December 2003 and approve the expenses for the month.
- 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.
- 5C Membership Report: DHG reported that current membership is 1366 compared to 1481 a year ago.
- Candidates for Membership: 5 candidates including 0 Member SE; 3 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.
- YHH YHH was requested to draft two letters; one for building officials and another letter for firm principals encouraging their employees to become SEAOSC members.
- 5D Webcasting Cmte: DHG gave a verbal report regarding the current status of the cmte's activities noting that progress is being made even though it is slower than what was expected.
- 5E Quality Assurance Cmte: JC gave a verbal report in addition to referring the board to the written report in the agenda packet.

- 5F Steel Structures Cmte: YHH gave a verbal report and referred the board to the written report in the agenda packet.
- 5G Student Scholarship Awards Cmte: DJN noted that the cmte has received 5 scholarship applications which the cmte will be evaluating and that \$5,000 is currently available to distribute this year in scholarships.
- 5H DJN DES Cmte and SLO Earthquake Response: DJN spoke about the process of OES calling up volunteers on Dec. 24 through SEAOSC's DES Cmte to respond to the SLO earthquake and noted some problems that need to be corrected. DJN volunteered to coordinate with Brenda Guyader and follow-up on these issues.
- 6
6A ExecCmte SEAOC Business:
SEAOC Executive Cmte: Discussed briefly. Agreed to have a telephone conference call between DJN, LPB, RLH and MWJ at 11:30 Monday, Jan. 12 to select a representative to NCSEA's IRC Cmte.
- 6B SEAOC Old Business – Long Range Plan: Discussed James Lai's letter suggesting the establishment of review classes for engineers obtaining their engineering licenses. Concerns were expressed that there is no champion for this topic and that others are doing it now on a for-profit basis.
- 6C SEAOC New Business:
1. Summit Meeting Jan. 9: Not discussed.
 2. Board Meeting Draft Agenda Jan. 21: See agenda packet.
 3. Formation of New State Cmtes: RLH discussed his concern that new cmtes are being developed that may not be necessary.
 4. SE Excellence Awards: Rawn Nelson spoke about the need to obtain more media coverage for getting publicity for the SE Excellence Awards. DJN, as Chair of SEAOSC Awards Cmte, agreed to review for possible adopting by SEAOSC.
 5. SEAOC Media Relations: Rawn Nelson told the board about the media relations cmte guidelines that are being developed at the State level and the selection of spokespersons whose job it will be to nurture relationships with the press. Expenses for nurturing the press by the media relations person are expected to be reimbursed. Volunteers will be sought to help with this cmte.
 6. Reimbursement of SEAOC Cmtes: Rawn Nelson reported that expenses will be reimbursed (between NCSEA and SEAOC) for SEAOC reps attending NCSEA cmte meetings.

- 7
7A Old Business:
MCEER Status Report: RLH reported on the status of the MCEER annual meeting on Jan. 15-16.
- 7B YHH EERI Annual Meeting: Discussed. YHH to prepare slide presentation for SEAOSC at the meeting the Mentor session Wednesday evening showing the damage observed. So far he has slides from LPB only and offer from Gregg Brandow. YHH asked for help for more slides or Powerpoint.
- 7C 2007 SEI Structures Congress: Discussed.
- 7D Publicity: Discussed the topic including the possibility of having the past presidents be speakers.
- **M/S/C** to charge the cmte with seeking possible advertisements that may be of interest and be appropriate to structural engineers.
- 8
8A New Business:
Request for Cal Poly Pomona Job Fair Support: DJN discussed this request.
- **M/S/C** to approve the expenditure of \$250 for this event and have DHG work with Herb Stockinger and David Corman to have a tabletop display at the event.
- 8B Opinion Drivel on Listserver: RLH discussed and suggested that perhaps a policy is needed to address inappropriate use of the listserver. It was agreed that the listserver is intended for discussion of structural engineering topics. No action taken.
- 8C Request to Financially Support Auxiliary Celebration: A request from Millie Stockinger, President of the SEAOSC Auxiliary was discussed.
- **M/S/C** to approve the expenditure of \$250.
- 8D LPB Proposal by John Serena: LPB discussed a proposal submitted by non-member John Serena to co-sponsor publication of a set of notes he has developed. LPB agreed to speak with John and tell him that the board recommended that he join SEAOSC and have the Code Cmte review his notes. If the Code Cmte determines that the project has merit, then the Cmte. can make a recommendation to the board to proceed.

- 8E ASCE Popsickle Bridge Donation: DJN discussed.
- **M/S/C** to approve the expenditure of \$100.
- 8F DHG Cal Poly Pomona Job Fair: DJN discussed the request to have a tabletop display at this job fair.
- **M/S/C** to approve the expenditure of \$250 and have DHG work out the logistics with Herb Stockinger and David Corman.
- 9 Consent Items & FYI: See items in the agenda packet.
- 10 Adjournment: The meeting was adjourned at 4:45 p.m.
- Note the next meeting is scheduled for 3:300 p.m., TUESDAY, Feb. 3 at the SEAOSC offices in Whittier so that the directors can bring their spouse/significant other to the Student and Spouse Night dinner on Feb. 4.