

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

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

**DATE:** May 5, 2004

**SUBJECT: Minutes of Meeting 957 of the SEAOSC Board of Directors**

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The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, May 5, 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  
Daniel J. Novak (DJN) – Past President / SEAOC Delegate / Bylaws / Awards(1)  
Daniel L. Bayless (DLB) – Director(1)  
David W. Cocke (DWC) – Director  
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

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

**MINUTES**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>COMMENT AND/OR QUESTIONS</u></b>
1		Call to Order: The meeting was called to order by President RLH at 1:05 p.m.
2		Adoption of Agenda: The agenda was discussed.  <b>M/S/C</b> to adopt the agenda as amended to include: 8G – Request to Post Steel Cmte Documents on Website
3		Approval of Meeting Minutes: The minutes of the last meeting were reviewed.

- **M/S/C** to approve the minutes of the April 7 meeting of the Board of Directors as distributed.

**4** Treasurer's Report: The Treasurer's Report for the month of April was presented and discussed. FY 2003-2004 revenues were reported to be \$396,915; expenses were reported to be \$391,671 for a net surplus of \$5,244 with a total liability and fund balance of \$186,000.

- **M/S/C** to receive the financial report for April 2004 and approve the expenses for the month.

JDD JDD reported that the Web Advertising Cmte met and should have a recommendation for the board to consider at the June meeting.

**5** Committee Reports:

5A Executive Cmte: RLH stated that the executive cmte had not met.

5B LPB/RTL SEAOSC Programs: The seminar for today was discussed and it was noted that John Wallace has not submitted notes. **Follow-up comment - Wallace brought copies of Power Point notes with him.** RTL distributed and discussed a proposed list of PD&D seminar topics for 2004-2005. **RTL/Do you want to state this? This seems to be the case since my set has notes.**

5C Membership Report: DHG reported that current membership is 1432 compared to 1535 a year ago.

Candidates for Membership: 4 candidates including 0 Member SE; 3 Member; 1 Associate, 0 Affiliate, 0 Industry Member; 0 Corresponding and 0 Students were presented.

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

5D Awards/Hon. Mbrshp/Fellow Nominating Cmte: No report. Topic deferred to the Exec. Cmte. and it was suggested to have a close friend of the Honorary Member present the award. It was agreed to have Jim Hill be the Honorary Member for this year. It was also discussed whether to issue certificates or plaques to macro and PD&D seminar presenters.

- **M/S/C** to issue unframed certificates to all macro and PD&D seminar presenters for 2003-2004 at the June Awards meeting.

5E Disaster Emergency Cmte (B9): No report.

- 5F Business Forum (B16): No report.
- 6** SEAOC Business:
- 6A SEAOC Executive Cmte: No report. It was thought that the SEAOC Exec Cmte had not met.
- 6B SEAOC Old Business:
1. Minutes to April 17<sup>th</sup> Board Meeting: See the agenda packet.
  2. Long-Range Task Force Appointments: It was reported that Larry Brugger volunteered to be on the Goal C (1) – University Student and Younger Member Task Force.
  3. Discussion of Proposed Code of Ethics: There was no further discussion on the proposed code of ethics that SEAOSC submitted to SEAOC.
- 6C RTL SEAOC New Business:
1. SEAONC/SEAOSC SE Review Exam Seminars: Discussed and it was agreed that there may be enough interest in providing a seminar of this nature despite the fact that few details were known about the SEAONC seminar that was already prepared.
  2. SEAOSC Seminar on SE Exam: It was agreed that if RTL could not get firm commitments within two weeks from presenters, then a September seminar on this topic will not be presented. RTL will revise a draft email notice to be emailed to DHG for distribution via the SEAOSC members' listserver.
- 7** Old Business:
- 7A Proposal to Eliminate Reference Interviews/Bylaws: Briefly discussed and postponed further discussion until the July board meeting.
- 7B DHG Selection of ACE Mentor Banquet Reps: It was agreed to have RLH, LPB, JJD, Michael Cochran and DHG represent SEAOSC at the ACE Mentor Banquet on May 18<sup>th</sup>.
- 7C LPB Discussion of Advertisement/Flyer in Newsletter: Discussed and referred the topic to the Policy Cmte to review the current advertising policies for a recommendation at the June board meeting.
- 8** New Business:
- 8A DHG SEAOC Convention Financial Account Signers: Discussed and DHG explained why this is necessary.

- **M/S/C** the following resolution: The Board of Directors of the Structural Engineers Association of Southern California (SEAOSC) do hereby authorize Thomas Harris, Jr., Convention Chair, Michael L. Cochran, Treasurer, and Douglas Thompson, Past Convention Chair, to be the signers on all 1999 SEAOC Convention financial accounts, including but not limited to checking and money market accounts, effective May 15, 2004. It is furthermore requested that the name of the account be changed to the SEAOC Convention account (drop the 1999). This Resolution is approved at the May 5, 2003 meeting of the SEAOSC Board of Directors. FEIN # 94-6107736.

8B JC/DJN/RLH Selection of Judges for Excellence in SE Awards: It was agreed that the Board would act as judges for the SEAOSC contest and selected JC and DJN to be the two judges representing SEAOSC in Sacramento on Saturday, July 24 to judge the SEAOC awards. RLH to contact DJN. [Note: In subsequent action, RLH agreed to substitute for DJN who was unable to attend.]

8C Discussion of AB 2973: Discussed and agreed to watch the bill and check with SEAOC regarding its review.

*RTL/ Do you want to clarify that our interest is in maintenance of the quality of hospital construction (as opposed to the more political aspects)? I did mention this but not sure if anyone heard or agreed.*

8D LPB Renewal of DHG&A Agreement: The topic was referred to the Finance Cmte for a recommendation to the board at the June meeting.

8E Response to 10.5 Earthquake Movie: Agreed not to do anything at this time since it was considered old news now.

8F DHG Judge Excellence Awards - **SEAoSC**: The Excellence in SE Awards contest was judged. DHG to have plaques prepared for presentation at the June Awards meeting.  
*RTL/suggestion to differentiate from SEAoC awards above*

8G RTL Request to Post Steel Cmte Documents on Website: It was agreed to have the Cmte attach a "cover letter" document stating that these documents may or may not be in compliance with current building codes and then post these documents on the website. The documents are (1) Recommended Guidelines for Ordinary Moment Frame (OMF) for Buildings, (2) Outline Recommendations for the

Fabrication of Welded Seismic Force Resisting System (SFERS), and (3) Guidelines for Mixed Systems in Buildings.

*RTL/I understood that Martin, I and another engineer TBD but perhaps Juan Carlos, would review these documents along with the proposed cover letter and make a recommendation.*

- 9 Consent Items & FYI: See items in the agenda packet.  
A. Email from Stephen Albertson re: Nails: Referred the topic to Quality Assurance Cmte for a possible response.
- 10 Adjournment: The meeting was adjourned at 4:40 p.m.