

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

FROM: Larry P. Brugger, President
Don Gilbert, Executive Director

DATE: July 7, 2004

SUBJECT: Minutes of Meeting 960 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, July 7, 2004 meeting held at the SEAOSC Offices, Whittier, CA. Participants are requested to inform the recorder of any omissions and clarifications.

PARTICIPANTS – POSITION / BOARD CONTACT

Lawrence P. Brugger (LPB) – President / SEAOC Delgt.
Martin W. Johnson (MWJ) – Pres.-Elect/Steering Cmte/Programs/Budget Cmte/SEAOC Delgt/Policies
Saif M. Hussain (SMH) - Treasurer
Richard L. Hess (RLH) – Past President / SEAOC Delegate / Bylaws / Awards
Daniel L. Bayless (DLB) - Director (1)
Thomas C. Benson (TCB) – Director
Jeff Crosier (JC) – Director
Nicolino G. Delli Quadri (NDQ) – Director(1)
Juliet J. DeMoss (JJD) - Director
Robert T. Lyons (RTL) - Director
Warren Minner (WM) – Director
Carl Sramek (CS) - Director
Donald H. Gilbert (DHG) - Executive Director

(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 LPB at 3:20 p.m.
2		Adoption of Agenda: The agenda was discussed and added: 6-B-1: Review of Long-Range Goal #5-C-1 8C: Request to Activate Protective Systems Subcmte of Seismology Cmte 8D: Benefits of Being a Director 8E: Selection of Board Contacts ➤ M/S/C to approve 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 June 2 meeting of the Board of Directors as distributed.

4 Treasurer's Report: The Treasurer's Report for the month of June was presented and discussed. FY 2003-2004 revenues were reported to be \$417,306; expenses were reported to be \$448,922 for a net deficit of \$-31,615 with a total liability and fund balance of \$149,162.

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

DHG Annual Financial Review: It was discussed whether to proceed with a financial review for FY 2003-04 at a cost of about \$1,100.

- **M/S/C** to authorize DHG to proceed with conducting the FY 2003-04 financial review.

Financial Account Signers: The following motion was approved:

- **M/S/C:** The Board of Directors of the Structural Engineers Association of Southern California (SEAOSC) do hereby authorize Lawrence P. Brugger, President, or Martin W. Johnson, President-Elect, or Saif M. Hussain, Treasurer to be the signers on all SEAOSC financial accounts, including but not limited to checking and money market accounts, effective July 25, 2004. This Resolution is approved at the July 7, 2004 meeting of the SEAOSC Board of Directors.

5 Committee Reports:

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

5B MWJ/RTL SEAOSC Programs: The seminar schedule including Tables 2 & 3 for FY 2004-05 were reviewed and discussed with DHG noting that the September programs need to be finalized by July 21 since that is the deadline for the September newsletter issue.

5C Membership Report: DHG reported that current membership is 1445 compared to 1550 a year ago.

Candidates for Membership: 6 candidates including 1 Member SE; 2 Member; 3 Associate, 0 Affiliate, 0 Industry Member; 0 Corresponding and 0 Students were presented.

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

- 5D MWJ Finance Cmte (C6) – MWJ referred the directors to the FY 2004-05 budget which was approved last month noting that revenue is budgeted at \$445,600. The budget balances with \$1,050 being contributed to the reserves. The new board was advised/cautioned by the old board to try to keep expenses in line.
- 5E JC Field Day Cmte (C7): JC spoke briefly about the details on Field Day this year on Aug. 12th. DHG stated that no one has called about playing tennis so tennis will not be included.
- 5F LPB Convention Cmte (C8): LPB told the board that the 2006 SEAOC Convention being hosted by SEAOSC is scheduled to be held Sept. 12-17, 2006 at the Long Beach Hyatt Hotel. He also encouraged the directors to attend this year's convention in Monterey.
- 6** SEAOC Business:
6A SEAOC Executive Cmte: No report.
- 6B SEAOC Old Business:
1. Review of Long-Range Goal #5-C-1: LPB proposed establishing a summer intern program for students to gain experience at individual member offices on a rotating basis as a strategy to fulfill the SEAOC Long-Range Planning Goal #5-C-1. Everyone agreed.
- 6C SEAOC New Business: None.
- 7** Old Business:
7A LPB Website Management Contract: Topic deferred until next meeting. A meeting will be set-up by LPB and/or Michael Cochran with Shafat Qazi to establish what services are being provided under the current website maintenance agreement.

We talked about agenda Item 7A- use of logo. 1- It is trademarked or whatever the legal term is. 2 – Members are not authorized to use it. RTL Here is the logo copied from Amp Cal web site by the way:



This note appears alongside:
Proud member of STRUCTURAL ENGINEERING
ASSOCIATION OF SOUTHERN CALIFORNIA
www.seaosc.org

- 7B JDD Website Publicity Cmte: JDD suggested Sid Danandeh to be the chair of this cmte but it was generally agreed to keeping looking for another chair.
- 7C RTL **Request for ICC Opinion:** RTL distributed a draft reply to this question saying that the Seismology Cmte agreed unanimously to answer of the question but is now working on word-smithing the formal reply.
- 8 New Business
- 8A **ICC Request for Focus Group: Presentation by Mark Johnson and Duncan Miller of ICC.**
1. Encouraged members of the Board to attend a 1-1/2 hour ICC focus group that will be held by ICC during the upcoming Convention (August 26 or 27) to solicit opinions on how ICC may be of benefit to structural engineers.
 2. Announced that the Low Rise Seismic Design Guide is now available.
 3. Urged SEAoC/SEAoC to jointly publish more documents. Benefits to both ICC and SEAOC/SEAOSC4. Proposed a joint seminar series based on the new Earthquake Engineering Handbook. Board was agreeable to this.
- 8B Solicitation from NCSEA for Certification Program Funds. Discussed. No action required.
- 8C Request from SEAONC to Activate the Protective Systems Subcmte of Seismology Cmte. MJW noted that SEAOSC has called this subcmte the Base Isolation Subcmte and agreed to discuss with Simin Naaseh, the President of SEAONC.
- 8D Benefits of Being A Director: LPB reviewed the benefits of being a SEAOSC director noting that directors get a free lunch when we meet at Luminarias Restaurant as well as free attendance at all PD&D seminars. He suggested that any director who attended two dinners in a given month would not have to pay for the second dinner but it was generally agreed by everyone that this was not necessary.
- 8E ALL Selection of Board Contacts: Table 1 was reviewed and board contacts were selected for each cmte. DHG agreed to revise Table 1 and it will be provided in the next board agenda packet.

9 Consent Items & FYI: See items in the agenda packet.

10 Adjournment: The meeting was adjourned at 6:30 p.m.

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