

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

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

DATE: October 6, 2004

SUBJECT: Minutes of Meeting 963 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Oct. 6, 2004 meeting held at the Luminarias Restaurant, Monterey Park, 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 (1)
Nicolino G. Delli Quadri (NDQ) – Director
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 12:55 p.m.
2		Adoption of Agenda: The agenda was discussed and the following topics were added: 8B - Construction Review ➤ M/S/C to approve the agenda as amended.
3		Approval of Meeting Minutes: The minutes of the last meeting were reviewed and discussed.

- **M/S/C** to approve the minutes of the Sept. 8 meeting of the Board of Directors.

4 Treasurer's Report: The Treasurer's Report for the month of September was presented and discussed. FY 2004-2005 revenues were reported to be \$266,302; expenses were reported to be \$175,956 for a net surplus of \$90,344 with a total liability and fund balance of \$241,134.

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

5 Committee Reports:
5A Executive Cmte: No report.

5B RTL/DLB SEAOSC Programs: The seminar schedule including Tables 2 & 3 for FY 2004-05 was reviewed and discussed with DHG noting that the December newsletter deadline is October 20. It was agreed that the Oct. 16 macro seminar on Code Simplification would be considered a SEAOSC seminar and that no revenue would be shared with SEAOC since SEAOC would benefit from the added sales of the book. It was also agreed to provide an order form for 25% discounted NDS and LFRD documents at the November PD&D seminar. RTL and DLB agreed to work out the details with the American Wood Council. The topic of Green Buildings was discussed for the Dec. PD&D seminar.

5C Membership Report: DHG reported that current membership is 1471 compared to about 1546 a year ago.

Candidates for Membership: 6 candidates including 0 Member SE; 2 Member; 4 Associate, 0 Affiliate, 0 Industry Member; 0 Corresponding and 0 Students were presented.

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

NDQ/ALL Delinquent Members: DHG explained the list of delinquent members saying that if members' dues are not paid by Oct. 28, then their membership benefits will cease. It was suggested to include a cover letter next year with the second dues invoice. NDQ agreed to draft this letter. The board assigned each director a page of delinquent members to call and remind them that their membership dues are not current.

- 5D Steering Cmte (B1): MWJ reported that he contacted the chairs of the SCREQ cmtes and that the cmtes are all working on their work plans for 2004-05.
- 5E Building Code Cmte (B2): CS referred everyone to the report in the agenda packet.
- 5F Research Cmte (B3): TCB gave a verbal report of the activities of the Research Cmte.
- 6** SEAOC Business:
- 6A SEAOC Executive Cmte: LPB said that a conference call was held last week to discuss the BPELS Definition of Responsible Charge and that SEAOC adopted the same language as what SEAOSC approved with one minor modification. RLH stated his concern about the things that were left out of regulations #401.1 a-e that were approved by SEAOC.
- 6B LPB SEAOC Old Business:
1. Minutes to Aug. 24 Board Meeting: LPB reviewed the minutes to the board meeting.
 2. Code of Ethics: LPB said that SEAOC voted to approve the Code of Ethics.
- 6C SEAOC New Business:
1. Earthquake Safety – Triangle of Life: LPB discussed.
- 7** Old Business:
- 7A Bylaws Update/Candidates References: It was agreed to discuss the application process and the nominations procedure separately.
- Candidate References: RLH discussed the proposed Bylaws change for admission to SEAOSC with the discussion centering on whether to require 1 reference or no reference. A straw vote showed 3 in favor of no reference and 6 in favor of 1 reference with 1 abstaining.
- **M/S/C** to find out what the other SEAOC Member Organizations are doing in this regard and discuss the topic again at the next meeting.
- LPB LPB agreed to contact the other SEAOC Member Organizations.
- Nominations: RLH discussed the proposed language to update the nominations procedures in the Bylaws. It was agreed that the

procedures for nominating Honorary and SEAOC Fellows (proposed Section 8) should be stated in a SEAOSC policy.

- **M/S/C** to adopt Article VI Sections 1-7 and present the revision to the SEAOSC members in the May general election.
- **M/S/C** to implement the above procedures this fiscal year.

- 7B LPB EERI Nov. Meeting at UCLA: LPB reported that he contacted John Wallace and is waiting for John to get back to him with details.
- 7C BPELS Code of Regulations (Definition of Responsible Charge): Discussed in item 6A.
- 8** New Business:
- 8A Save the Seismic Safety Commission: FYI.
- 8B WM Construction Review: WM distributed recommendations regarding BPELS "Supervision of Construction". Topic referred to the Professional Practice Cmte. WM agreed to refer this to Jerry Lehmer.
- 9** Consent Items & FYI: See items in the agenda packet.
- 10** Adjournment: The meeting was adjourned at 3:55 p.m.