

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

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

DATE: November 3, 2004

SUBJECT: Minutes of Meeting 964 of the SEAOSC Board of Directors

The attached meeting report is our understanding of the items discussed and conclusions reached during the Wednesday, Nov. 3, 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(1)
Richard L. Hess (RLH) – Past President / SEAOC Delegate / Bylaws / Awards
Daniel L. Bayless (DLB) - Director
Thomas C. Benson (TCB) – Director(1)
Jeff Crosier (JC) – Director
Nicolino G. Delli Quadri (NDQ) – Director
Juliet J. DeMoss (JJD) - Director
Robert T. Lyons (RTL) – Director
Warren Minner (WM) – Director(1)
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 1:05 p.m.
2		Adoption of Agenda: The agenda was discussed and the following topics were added: 8B - SEsite.com Website: 8C - Request of Research Cmte to Form Advisory Subcmte: ➤ 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 Oct. 6 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 \$299,092; expenses were reported to be \$209,285 for a net surplus of \$89,807 with a total liability and fund balance of \$240,659.

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

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

5B RTL SEAOSC Programs: The seminar schedule including Tables 2 & 3 for FY 2004-05 was reviewed and discussed with DHG noting that the January newsletter deadline is Nov. 20.

5C Membership Report: DHG reported that current membership is 1288 compared to about 1296 a year ago. DHG encouraged all the directors to make their telephone calls to delinquent members.

Candidates for Membership: 17 candidates including 1 Member SE; 8 Member; 7 Associate, 0 Affiliate, 1 Industry Member; 0 Corresponding and 0 Students were presented.

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

6 SEAOC Business:
6A SEAOC Executive Cmte: No report.

6B SEAOC Old Business:
1. Minutes to Oct. 23 Board Meeting: LPB reviewed the minutes to the board meeting noting that it was announced that Norm Scheel from SEAOC agreed to be the SEAOC President in 2006-07 following Dan Novak. A call for volunteers for NCSEA committees was discussed.

6C SEAOC New Business: None.

7 Old Business:
7A NDQ Proposed Candidates References Bylaw Change: Discussed. LPB distributed a copy of SEAONC's bylaws showing how they handled this issue.

- **M/S/C** to request NDQ to prepare a draft revision to the Bylaws to reflect the procedure of how candidates of membership are accepted to SEAOSC and present a recommendation at the next board meeting.

- 7B EERI Nov. Meeting at UCLA: Discussed; no action needed.
- 8**
8A RLH New Business:
“Why I Joined SEAOSC”: RLH discussed a letter he received from a member and questioned how he should respond. The board felt that RLH could respond as he wished.
- 8B ALL SEsite.com Website: LPB talked about a request to place a link on the seaint.org to this site. LPB encouraged directors to visit the site and bring any comments to the next board meeting since this site appears to be a private website.
- 8C DHG Request of Research Cmte to Form Advisory Subcmte: Reviewed and discussed the proposal to create a subcmte to review and define recommended practices for design professionals engaged as experts in disputes. Since this subject was thought to be more in line with activities of the Professional Practice Cmte, the board requested DHG to notify the Chair of the Professional Practices Cmte, Gerald Lehmer of this activity.

RTL comment - I understood the intent was not to simply notify but to notify J. Lehmer of Research Committee's request AND more importantly make sure it was not a topic Professional Practices wished to undertake and that they otherwise had no objection.

- 9** Consent Items & FYI: See items in the agenda packet.
- 10** Adjournment: The meeting was adjourned at 3:45 p.m.