

**North Dakota Society of Professional Engineers
Board of Directors Meeting
April 6, 2006**

1. Call to order – The North Dakota Society of Professional Engineers Board of Directors meeting was called to order on April 6, 2006, at 4:05 p.m. by Bruce Dockter, President. Present were Bruce Dockter, President; Gregg Thielman, President-elect; Michael Gunsch, Vice President; Gary Doerr, Past President; Kevin Nelson, Secretary-Treasurer; Mark Lambrecht, Chapter 1 President, Tom Neigum Chapter 3 President; Eric Jones, Chapter 4 President; Don Andersen, PEE Chairman; and Mary Nelson, Executive Secretary. The Secretary declared a quorum, allowing the business meeting to commence.

2. Introductions

3. Adoption of the Agenda – President Dockter asked for changes or additions to the agenda.

Gregg Thielman moved to approve the agenda as presented. Motion seconded Mark Lambrecht and carried.

4. Approval of minutes – the minutes of the previous teleconference meeting held December 16, 2005 were distributed via mail and reviewed.

Michael Gunsch moved to approve the minutes as presented. Motion seconded Mark Lambrecht and carried.

5. Treasurer’s Report – the financial report was distributed for FY 2004-2005. Mary Nelson pointed out a line was added for donations in the amount of \$600 which was given to Lego Robotics. The recommendation was made to breakdown the Mathcounts pass thru and Mathcounts check off from the dues statement on the revenue side of the report.

Mary Nelson presented the account balances as of April 6, 2005 as follows:

Checking	\$1,494.96
Savings	\$12,344.65
Certificate of Deposit	\$8,514.06 + 95.20 accrued interest
Total net worth	\$22,448.87

Don Andersen moved that the Treasurer’s & Executive Secretary report be approved as presented. Motion was seconded by Tom Neigum and carried.

6. Membership Director’s Report- Scott Zainhofsky was not present. Scott is resigning as Membership Director. NSDPE will need to find a replacement if this is a position that is desired to keep.

7. **Comments from Rob Bergeron-NSPE Representative-** Rob's flight was cancelled and will not be able to attend. Kevin Nelson will step in as the National representative.

8. **Committee Reports**

A. **Awards Committee-** Gregg Thielman presented the awards committee report on behalf of Bob Muscha. The committee members were Jim Jorgenson and Brad Doll. The following awards will be presented at the banquet on Friday, April 7, 2006.

2005 Young Engineer of the Year

Brian Weiss, P.E., Chapter 1

Outstanding Design Award for 2005

Moore Engineering, Fargo, ND
for the design of Water
Systems Improvements Water
Treatment Plant for the City of
Harvey

Elwin F. Chandler Award

Lon Drevecky, P.E., Chapter 2

Michael Gunsch moved to accept the Awards Committee recommendation for the Elwin F. Chandler Award. Motion was seconded by Kevin Nelson and carried.

Prairie Engineering will be contacted to notify them of award to be presented to Lon at the banquet.

B. **Budget Committee-** Bruce Dockter, Budget Committee Chairman presented the budget. Discussion followed regarding the possibility of increasing dues. Dues have not changed for approximately 7-9 years. One reason to propose a dues increase is that NDSPE will be responsible for funding the National Delegate representative. An increase of \$10 would increase dues income by approximately \$1600.

Kevin Nelson moved to propose a dues increase to the membership, the recommended dues increase are \$10 for licensed members & members and \$5 for retired members to prepare for National Delegate expenses. Motion seconded by Don Andersen and carried.

A policy was discussed. It was decided that the policy would state if reserves fall below \$20,000 at the end of the fiscal year dues would be increased.

No further discussion, questioned called. Motion carried.

Michael Gunsch moved to set the upper limit of reserves of 2 years of operating costs. Motion seconded by Kevin Nelson and carried.

C. Constitution and Bylaws Committee- Changes to the NDSPE constitution should be done to respect NSPE new governance. NDSPE will have our constitution to change theirs at the 2007 Annual Meeting because of amendment requirements. Things that need to be considered are whether or not to continue with the membership director, the Board of Directors as it exists and will it include the National Delegate? A possibility would be to hold off replacing the membership director since the National Delegate position will be put in place. The bylaws to eliminate the membership director can be changed at the Annual meeting on Friday, April 7, 2006. The tasks of the membership director could be incorporated into another position of the Board such as the National Delegate. These possibilities need to be presented to the membership and the bylaws need to be looked at to see what the Board of Directors recommend to change.

D. Education Committee- No report available.

E. Nominations Committee – Gary Doerr, Chairman presented the Nomination Committee report as follows:

President-elect	Michael Gunsch	Chapter 3
Vice President	Jay Kleven	Chapter 1
Secretary	Wayne Reitz	Chapter 4
Treasurer	Kathleen Spillman	Chapter 3
	James Landenberger	Chapter 3
Board Of Registration	Gene Jackson	Incumbent
	Roger Kluck	Chapter 2
	Frances Ziegler	
National Representative	Kevin Nelson	Chapter 3

Gregg Thielman wondered why there were not any candidates for the Board of Registration from the east side of the state. Brian Poykko from Chapter 1 was interested but not at this time.

Wayne Reitz was not able to attend the meeting. Wayne sent a letter stating his accomplishments, which Gary Doerr presented.

Kevin Nelson moved that the Nomination committee report be approved as presented. Motion was seconded by Michael Gunsch and carried.

F. Publications Committee- Chairman Don Andersen reported that the Newsletters was sent out 2 times this year. Discussion took place regarding sending the newsletter electronically. NDSPE could possibly

save \$500/year by sending it out electronically. The spring newsletter was sent out by US mail and e-mail.

Gregg Thielman moved to accept the publications report as presented. Motion seconded by Kevin Nelson and carried.

G. Public Relations Committee- no report available.

H. Membership Committee- Chairman Gregg Thielman written report is attached. Gregg reported that membership is up by 12 over last year. NDSPE has two enterprise members. Chapters have provided lunches at the FE exams.

Kevin Nelson reported that Scholarship requirements could be changed that the applicants must be a member of NDSPE if the NDSPE Education Foundation Board of trustees wants to review the applicants. National tries to attract students before they college students through Mathcounts. Many states have capitalized on education sessions; NDSPE may want to consider changing their meeting structure to accommodate that. Minnesota has shifted in that direction; all of their meetings are continuing education sessions. Their Board of Directors conducts all the business. NDSPE could move in the same direction with a change in the constitution. An annual meeting would still have to be held to conduct any business that is required of the general membership. States that are growing are the one that are doing “bellybutton to bellybutton” contact.

Kevin Nelson moved to accept the membership report as presented. Motion seconded by Michael Gunsch and carried.

I. Legislative Committee- Chairman, Ron Rebenitsch’s written report is attached. Bruce Dockter asked for any comments on the written report. AGC is trying to prevent architects and engineers from becoming project managers. It was decided in committee to go to an interim study process. The study is currently going and nearly complete.

Gregg Thielman moved to approve the Legislative Committee report as presented. Motion seconded by Michael Gunsch and carried.

J. Professional Relations Committee- Chairman, Dean Wielend had communicated to Mark Lambrecht that there was not any activity in this committee. Dean has been e-mailing amongst his committee members. The committee works hand in hand with other professional groups.

Gary Doerr moved to accept the Professional Relations report as presented. Motion seconded by Kevin Nelson and carried.

9. Practice Sections

- A. **PEE**-Chairman, Don Andersen commented no report
- B. **PEPP**-Kevin Nelson stated he has been elected as NC region PEPP Chair.
- C. **PEG**- No report.
- D. **PEI**- No report.

Kevin Nelson moved to defer any more reports from the Practice Sections. Motion seconded by Michael Gunsch and carried.

10. Chapter Reports

The chapter reports have been deferred until the general membership meeting.

11. Old Business

Kevin Nelson stressed the importance of the Constitution changes. Mary Nelson will check to see if Tom Atkinson has a work phone number that he can be reached at.

12. New Business

- A. **Travel Schedule**-Bruce Dockter has been invited to the Saskatchewan Annual meeting the weekend of May 5-6, 2006. Gregg Thielman thought he should be able to attend their meeting.

Kevin Nelson moved to reallocate the \$1000 budgeted for membership to \$500 available for travel to the Saskatchewan meeting and \$500 available for travel to the Winnipeg meeting. Motion seconded by Eric Jones and carried.

Meeting recessed at 6:10 p.m.

Respectfully submitted,

Mary B. Nelson
Executive Secretary

Kevin G. Nelson, P.E.
Secretary/Treasurer