

**North Dakota Society of Professional Engineers
Board of Directors Meeting
September 16, 2006
Chieftain Inn, Carrington, ND**

1. Call to order- The North Dakota Society of Professional Engineers Board of Directors meeting was called to order on September 16, 2006 at 10:15 a.m. by Gregg Thielman, President. Present were Bruce Dockter; Past President, Michael Gunsch; President-elect, James Landenberger; Secretary-Treasurer, Debbie Jacklitch; Chapter 1 President, Tom Atkinson; Chapter 2 President & Constitution & Bylaws Chair, John Spilman; Chapter 3 President, Kent Ritterman; Chapter 4 President, Kevin Nelson; National Representative, Don Andersen; PEE Chairman, Lawrence Woodbury; PEG Chairman and Mary Nelson, Executive Secretary.

2. Introductions- All present gave self-introductions. Secretary/Treasurer James Landenberger stated there is a quorum.

3. Adoption of the Agenda

Kevin G. Nelson moved to adopt the agenda as presented. Motion seconded by Tom Atkinson and carried.

4. Approval of the Minutes- the minutes from the May 17, 2006 NDSPE Board of Directors teleconference were distributed via mail and reviewed.

Kevin G. Nelson moved that the minutes be approved as distributed. Motion seconded by Michael Gunsch and carried.

5. Executive Secretary's Report- Mary Nelson reported the following:

Checking Balance as of 9-15-2006: \$1751.44
Savings Balance as of 9-15-2006: \$7988.49
CD Balance as of 9-15-2006: \$8514.06
Maturity date 01/27/07
Interest Rate: 4.30%

Total Assets \$18,253.99

Membership as of September 2006		September 2005	
Total members:	250	Total members:	238
Licensed:	156	Licensed:	157
Retired	3	Retired	2
Life	30	Life	29
Members:	55	Members:	45
Students:	6	Students:	5

Difference: +12

Kevin G. Nelson moved accept the Executive Secretary report as presented. Motion seconded by Don Andersen and carried.

6. Chapter Reports-

Chapter 1-Debbie Jacklitch reported that Chapter 1 has been working on meeting arrangements for the 2007 Annual meeting. The Ramada Inn is a tentative location with the last weekend in March as a tentative date. The officers have lined up speakers for their monthly meetings and will hold their first meeting on Tuesday, September 19, 2006.

Chapter 2- Tom Atkinson reported that the members of Chapter 2 stay in contact with one another although they have not had any formal meetings.

Chapter 3- John Spilman highlighted the schedule of events planned for 2006-07. Guest speaker Dr. Hammil is scheduled for the September meeting and tour of new Memorial Bridge in October. A tour of BTI Net is also planned. The Chapter has begun preparing for E-week.

Chapter 4- Kent Ritterman reported that Chapter 4 held their officers meeting and the first Chapter meeting the last Tuesday of September. The chapter is financially stable and plans to contribute to scholarships and donations as they have in the past.

7. Committee Reports-

Constitution & Bylaws Committee- Chairman Tom Atkinson provided the following handouts: proposed operating procedure, proposed bylaws, review of current Constitution & Bylaws versus proposed Bylaws & Operating Procedures and a written committee report, all of which are attached to these minutes.

Highlights of the discussion is as follows:

- The committee aimed to follow the format of NSPE bylaws and operating procedures. The goal is to move towards working bylaws and operating procedure. The Board of Directors would have the power to change the bylaws & operating procedure, with the changes being presented at the annual meeting.
- Establish a House of Delegates representative. This person will give the state a direct voice in setting the strategic direction for NSPE, amending the NSPE bylaws, and electing the NSPE officers and members of the Board of Directors.
- NDSPE Board of Director Composition was discussed. The Board of Directors consists of the President, President-Elect, Past President, Vice-President, Secretary Treasurer, Chapter Presidents and the Chair of each Practice Division. It was decided to add the House of Delegate Representative to the NDSPE Board of Directors and change practice division chairs to non voting members.
- NSPE recommended Bylaw 12-Dissolution be deleted. The bylaw states the following:

The Society shall use its funds only to accomplish the objectives and purposes specified in these Bylaws, and no part of said funds shall inure, or be distributed, to the members of the Society. On dissolution of the Society, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organizations to be selected by the Board. Any residual shall be contributed to NSPE.

Kevin Nelson contributed the history on the bylaw; one state had a disagreement with NSPE over their bylaws, and the only way NSPE could get the state to agree was to threaten to pull the state's national recognition. NSPE didn't want to take such extreme measures. The recommended bylaw would allow NSPE to disapprove one of the state's bylaws and still keep the state's national recognition.

- Establishes Operating Procedures to define membership, dues, committees and practice divisions, duties of the officers, and discipline. Many of these items are currently found in the existing Constitution and Bylaws.
- Allows for changes to The New Bylaws with a 2/3 majority vote of the Board of Directors, and allows for changes to operating procedures with a simple majority vote of the Board of Directors. Changes to the New Bylaws and operating procedures would be presented at the annual convention. Currently, changes to the Constitution and Bylaws require a vote by the membership at the annual convention.

Kevin Nelson noted he made motions and he is not officially a member of the board.

James Landenberger moved to adopt the agenda and accept the minutes as presented. Michael Gunsch referred his second to accept the minutes as presented. Tom Atkinson referred his second to adopt the agenda as presented.

Publications Committee- Don Andersen asked for input on whether to send out next newsletter by e-mail or mail. Approximately 175 e-mail addresses are available for members. It was decided to put out one more paper newsletter and let everyone know that it would be the last paper one sent. It can be published on the website and have a hyperlink to the newsletter. NSPE has templates available for electronic newsletters.

Don Andersen would like newsletter articles sent to him by October 1, 2006.

Tom Atkinson noted he will provide a synopsis of what direction the Constitution & Bylaws committee is taking.

Budget Committee- noted that dues increase was not reflected in the proposed operating procedure. Tom Atkinson will make the appropriate change.

8. Old Business-

a. 2007 Annual Meeting Update- Debbie Jacklitch commented that the date is tentatively set for the end of March. Several of the hotels are already booked.

The committee has discussed entertainment. The committee will meet on Tuesday, September 19.

The meeting format will be changed to have the business part of the meeting conducted at the Board of Directors meeting and updating the members of that business and emphasis on educational sessions.

It was suggested that all the reports be compiled in a booklet beforehand and any items are on a consent agenda if anything needs to be addressed and utilizing the website for publishing the reports too.

The committee is recommending a Thursday-Friday meeting with the Board of Directors meeting on Thursday. The business meeting could be held on Friday morning with educational sessions in the afternoon and a banquet Friday evening.

b. NSPE Summer Meeting- Gregg Thielman attended the meeting held in Boston, MA. The meeting offered several educational sessions. NSPE will hold one meeting each year. This meeting was the inaugural meeting for the House of Delegates, which means the more populated states will have more votes. NCCS is changing the model law for more than one bachelor's degree to get licensed. NSPE Board of Directors will hold their meeting in Minneapolis on September 30, 2006.

It was noted that Kevin Nelson also made the motion to accept the Executive Secretary report.

Bruce Dockter moved to accept the Executive Secretary report as presented. Motion seconded by James Landenberger and carried.

9. New Business-

a. Membership- Secretary/Treasurer James Landenberger stated that with the increase of life members, NDSPE is losing paying members. NDSPE needs to start focusing on acquiring new members. One way is to visit universities and attract student members. Five references are required for EIT's to obtain their licenses and one way to acquire the references needed is to meet people through a professional group, such as NDSPE.

Dale Heglund has been working with Francis Zeigler to sign up the NDDOT as an enterprise member. Basically this arrangement would prepay for DOT members continuing education and they would be gratified members. This possibly creates a benefit for state employees. There has to be a means to make sure that the state is paying to cover the costs of the annual meeting. It was suggested they could pay for the opportunity to attend the annual meeting either at time of registration or at the time of the meeting. The fees for the annual meeting need to be significant between member and nonmembers.

Gregg Thielman noted that the membership director is still open, and suggested with the new bylaws to leave it empty and transition into the new bylaws.

Kevin Nelson commented that there have been problems with National membership database. Currently there are 50 people on the delinquent list because they did not receive an invoice or it has been paid and not showing up as paid. If it was paid National needs to be notified with the payment information so

they can be removed from the delinquent list. If anyone knows the individuals on the list, it was suggested to send them a friendly e-mail and remind them to renew, followed by a phone call. James Landenberger and Kevin Nelson will get the information to Michael Gunsch to move forward with taking care of the delinquent members.

- b. National Officer Participation-** Discussion was held about whom to request as the National Officer at the Annual Meeting. The first choice of officers to attend the annual meeting is Bob Miller, Bernie Berson, or Ken Rigsby. Mary Nelson will submit the request.
- c. APEGM Annual meeting in Thompson, MB Oct. 26-28-** The meeting is normally in Winnipeg. Thompson is 8-10 hours north of Winnipeg. A charter bus will leave Thursday, October 26 and return Monday, October 30. Gregg Thielman commented he may have a conflict and asked is anyone else is interested in attending.
- d. NDSU Development Foundation Banquet Oct. 12-** Gregg Thielman will attend to banquet on behalf of NDSPE.
- e. NDSPE Laptop-** Mary Nelson has been having difficulty with the laptop and Kevin Nelson has spent many hours trying to fix it. The laptop was purchased in 2001.

Gregg Thielman moved to approve up to \$1200 to purchase a new lap top computer for the Executive Secretary. Motion seconded by Michael Gunsch and carried.

10. Other Business-

Gregg Thielman commented fellow member nomination forms are available if anyone is interested. Kevin Nelson noted he was supported by NDSPE a few years ago and was not granted fellow member status. Kevin requested support from NDSPE.

Don Andersen moved that NDSPE support Kevin Nelson for fellow grade status. Motion was seconded by Michael Gunsch and carried.

Kevin Nelson gave an update for the Board of Registration. The Board has developed a policy to handle those applying with a foreign degree. The applicant must have the degree evaluated by an evaluating service to decide whether the degree is ABET accredited. The Board has been handling many complaints. Kevin noted that the Board would welcome an invitation to speak at Chapter meetings.

Don Andersen requested approval to spend approximately \$200 to send out Chandler Award booklets.

Michael Gunsch moved to authorize publication expenditures to send out Chandler Award Booklet. Motion was seconded by James Landenberger and carried.

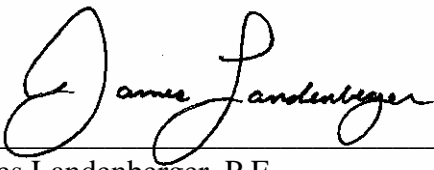
Michael Gunsch commented on the upcoming legislative session and requested that the legislative committee or NSDPE to support increase in engineers salaries of state employees. Gregg Thielman commented he would make himself available to stand up and make a statement. Kevin Nelson commented that National can be relied on for support too.

11. Adjourn-

Don Andersen moved that the meeting adjourn. Motion seconded by Tom Atkinson and carried.

Respectfully submitted,

Mary B. Nelson
Executive Secretary



James Landenberger, P.E.
Secretary-Treasurer

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