

**North Dakota Society of Professional Engineers
Board of Directors Meeting**

September 22, 2007 – Carrington, ND

- 1. Call to order:** The Board of Directors of NDSPE met at the Chieftain in Carrington on September 22, 2007 at 10:00 a.m. President Michael Gunsch called the meeting to order. Present were:

Officers: Michael Gunsch – President,
Brad Schmidt – Vice President
Jay Kleven – President Elect & Chapter 1
Gregg Thielman – Past President
James Landenberger – Secretary/Treasurer
Chapter 3: Cory Chorne
Chapter 4: Tracy Eslinger
Secretary: Mona Hurt and Nancy Buechler, Personalized Management Services

James noted that a quorum was present and that Chapter 2 was not represented.

2. Adoption of Agenda without additions

- 3. Approval of Minutes from May 25th:** The minutes were distributed via email and also included in agenda packet.

Gregg Thielman moved to approve the minutes. James Landenberger seconded. Motion carried.

- 4. Executive Secretary Report:** James provided the Executive Secretary report noting that the EIT Member numbers have dropped notably since the last report. Michael noted that Mary Nelson has resigned her position as Executive Secretary, and requested a formal resolution thanking Mary for her 8 years of service along authority to provide her with a thank you gift and to pay her through the end of this month.

Gregg moved to approve a \$100 or equivalent amount for the gift along with adoption of a Resolution thanking Mary and paying her through the end of the month. Brad seconded the motion. Motion carried. Michael will prepare the letter of thanks and will take care of the gift.

Ratification of Contract with Personalized Management Services: Michael Gunsch reviewed the contract and suggested revisions to Scope of Services. Gregg questioned if the additional duties would need an increase in the monthly rate. It was noted that at this time the dollar amount would remain the same with a review of the additional costs to be evaluated by the Budget Committee prior to the Annual Meeting. It was noted that some increase in costs could be expected.

James made a motion to approve the contract with Personalized Management Services, Gregg seconded. Motion carried.

- 5. Treasurer's Report:** James reviewed the Treasurer's report.

Jay made a motion to approve the treasurer's report as presented. Cory seconded. Motion carried.

- 6. Chapter Reports:**

Chapter 3: Cory noted that they have kicked off the 2007-08 year. They toured the new Memorial Bridge and are working on their other monthly programs and the E-week activities. They are also involved with BSC/Gateway to Science and the traveling scholars program and are planning on a speaker for September 26th. Cory also noted that Chris Dumont from KLJ can be added to the officers list as Chapter Treasurer

Chapter 4: Tracy noted that September 25th will be their first Chapter meeting. Their goal for this year is to increase membership to 100; they are currently around 75 members. Tracy noted that they are unique in that the FM Engineers Club does not require members be Professionals. They are working on joint meetings with other groups to get more outreach. Tracy also noted they are working with NDSU on a partnership meeting to introduce more students to NDSPE. They have also sponsored pizza for the FE fall exam. Michael asked if Chapter 4 has established a liaison person to work with NDSU, Tracy stated the Engineering Dean has expressed interest along with having someone to work with continuing education.. Brad discussed possibly putting criteria on the scholarship funds given requiring the applicants to be student members of NDSPE. Also discussed were that many city employees of Fargo, Moorhead or DOT employees that are not members of NDSPE, but certainly could be.

Chapter 1: Jay reported on the current slate of officers. The Dean has paid student memberships in the past and they are working with the school to continue this practice once the Dean resigns next year they participate in outreach programs (i.e., FE exams) and encourage individual mentoring to give students presentations regarding professional licensure. They also have been sending representatives to the middle and elementary schools to get them involved and exposed to the engineering profession early. Chapter 1 also has created a mailing list called Friends of NDSPE to hopefully get government and industry members involved. They send them meeting notices and will also add student members to the mailing database to keep in touch with them too. Currently they send the student information to the UND outreach coordinator; however it has not always been distributed. Michael discussed the value of Dr. Lawrence Woodbury and Dr. Montie Phillips with students in past years and the need to fill their role at the universities as active members in NDSPE

- 7. Practice Division Reports:** Michael discussed the annual meeting and suggested having break-out sessions at the annual meeting and having an appointed liaison from each practice division to provide insight to the Board.
- 8. Board of Registration Update:** Michael reported on the PDH requirements and that the BOR has gone through the first ever audit. It was noted and discussed that there has been some confusion related to the technical versus non technical credits that need to be clarified. Michael discussed the opportunity for NDSPE to offer to maintain continuing education

records as a service to members. This service could also be offered to other engineering and technical societies and serve all engineers as well as being a possible revenue source.

9. Old Business

a. NDDOT Enterprise Program: Michael updated on the DOT Enterprise Program that he had worked with through National. Francis Ziegler has placed Tim Horner in charge of spearheading the process, which is nearly complete. Michael stated that he had put together an Informational Summary stating what NDSPE is involved with as part of their request for information. In conversations with Mr. Horner, NDDOT is intending to pay the fee that covers PDH classes; however the selected engineers will be required to sharing the information they learn with other engineers and are expected to be active members. Hopefully NDDOT will respond by late September regarding the final signing of this agreement. Currently NDDOT is dealing with legislative committee questions and the internal selection process. They are establishing their own criteria to qualify for the program.. Gregg questioned the Chapter dues and who would cover local costs. It was discussed that if they want to attend the educational portion say as part of the FM Engineers Club there may need to be a separate meal charge Michael stated that he had discussed the possible lack of Chapter 2 opportunities due to the lag in membership and the NDDOT is aware of this issue. Brad discussed looking at the organization and providing a template for all Chapters as a standardization to follow. Discussed networking between local chapters to provide course offerings and PDH's. It was a consensus that NDSPE needs to be a catalyst to endorse PDH's, where applicable.

b. 2007 NDSPE Annual Meeting

- **State Only Membership:** Michael discussed the issue with South Dakota on wanting to withdraw from NSPE due to the mandate compliance with membership options. This is not only a South Dakota issue, but one that involves Oregon, Kansas and Missouri as well.
- **Associate Membership Resolution:** An Associated Member Resolution was passed at the National Meeting, however this only addresses those who are not eligible for full membership
- **Educational Programs:** Michael stated the continuing education programs provided at the NSPE Annual Meeting were exceptional and he is working to get names and information for possible speakers at the Annual Meeting in Fargo.

10. New Business

a. National Officer Participation for 2008 Annual Meeting: Michael will send a request to National for an officer to attend the annual meeting. Michael Typically a list of requested individuals is included in the letter and suggested sending a few tentative dates. Tracy will forward possible dates to Michael – the deadline to make a request is October 31st.

- b. APEGM Annual Meeting:** Discussed the meeting to be held in Winnipeg, Jay stated he went last year and was willing to attend again this year. Michael will check his schedule and if he is unable to attend will contact Jay.
- c. NDSU Development Foundation Banquet:** Gregg had attended the banquet in the past. It is not required to have someone attend as it generally is provided to anyone who donates to the Scholarship Fund.
- d. President's Report:** Michael reviewed his 2007-2008 President's Report and Vision. The main goal increase NDSPE's relevance to its members.
- **Committee Assignments:** Michael will update the Committee Chairs and send to the board for further feedback. Brad volunteered to assist in the calling for the Awards Committee. Others volunteered names or will make some contacts regarding filling committee assignments.
 - **JETS Teams Funding:** The JETS team program at UND has been funded in the past by NDSPE – in the amount of \$200. NDSU has also been in the process of putting a program together and Michael requested the Board make a commitment to support the NDSU program in the same amount as this is not in the budget. Should the event occur after the 2008 budget is completed the funding would not be required until later.

Jay moved that we provide the \$200 if the request comes prior to the Annual Meeting, otherwise we put it as a budget expense if after the Annual Meeting. Tracy seconded the motion. Motion carried.

- e. 2008 NDSPE Annual Meeting:**

11. Other Business: Michael handed out the updated email list for State and Chapter officers.

12. Adjourn:

James made a motion to adjourn the meeting, Gregg seconded. Motion carried.
Meeting adjourned at 1:10 p.m.

Respectfully Submitted,

Mona Hurt
NDSPE Secretary