

**North Dakota Society of Professional Engineers  
Board of Directors Meeting  
April 10 & April 12, 2003**

1. **Call to order** – The North Dakota Society of Professional Engineers Board of Directors' meeting was called to order on April 10, 2003, at 4:15 p.m. by Roger Kluck, President. Present were Roger Kluck, President; Gary Doerr, Vice President; Dean Wieland, Past President; Kevin Nelson, Secretary-Treasurer; Scott Zainhofsky, Chapter 1 Past President, Gregg Thielman, Chapter 4 President; Bruce Nelson, PEI Chairman; Thomas Little, PEGG Chairman; Lawrence Woodbury, PEPP Chairman; Howard Blitman, NSPE President and Mary Nelson, Executive Secretary. The Secretary declared a quorum, allowing the business meeting to commence.

2. **Introductions**

3. **Adoption of the Agenda** – President Kluck presented the agenda.

**Kevin Nelson moved to accept the agenda. Motion seconded by Thomas Little and carried.**

4. **Approval of minutes** – the minutes of the previous teleconference meeting held January 30, 2003 were distributed. President Kluck asked if anyone would like the minutes read.

**Dean Wieland moved to dispense with reading of the minutes. Motion seconded by Bruce Nelson and carried.**

**Thomas Little moved to approve the minutes. Motion seconded by Gregg Thielman and carried.**

5. **Treasurer's Report** – Secretary- Treasurer, Kevin Nelson distributed the financial report for FY 2001-2002. Kevin pointed out the revenue was \$2600 higher than budgeted and the expenditures were \$700 lower than budgeted. NDSPE is in a better financial position this fiscal year due to lower office expenses and no legislation expenses. Legislation is budgeted every other year. Legislation will be higher than budgeted in 2003 due to an increase in the lobbyist's cost and to the voluntary contribution to sponsoring a legislative luncheon.

**Bruce Nelson moved that the Treasurer's report be approved as presented. Motion was seconded by Thomas Little and carried.**

6. **Committee Reports**

- A. **Awards Committee-** Kevin Nelson stated that the Young Engineer of the Year and the Project of the Year awards do not need approval from the

Board of Directors. The Elwyn F. Chandler award does need approval from the Board of Directors. The Chandler award will not be awarded this year.

- B. Budget Committee-** an audit will be conducted on Friday, April 11. The budget will be reviewed during the Annual meeting.
- C. Constitution and Bylaws Committee-** There was not a report available from Chairman Tom Atkinson. Bruce Nelson inquired if the Board of Registration would like any assistance from NDSPE regarding ethics. Lawrence Woodbury stated that the Board of Registration refers to NSPE code of ethics in many cases. Chapter 4 presented new PE's with a framed NSPE Code of Ethics at the Engineers Banquet in February.
- D. Education Committee-**Kevin Nelson reported that Dick Anderson is actively pursuing corporate sponsorship for the Education Foundation.
- E. Nominations Committee** – the candidates submitted by the Nomination Committee is as follows:

President	Don Andersen	Chapter 4
President-Elect	Gary Doerr	Chapter 3
Vice President	Bruce Dockter	Chapter 1
Secretary Treasurer	Kevin Nelson	Chapter 3
Board Of Registration	Gary Arman	Chapter 3
	Brian Poykko	Chapter 1
	Tom Atkinson	Chapter 2

**Kevin Nelson moved that the Nomination committee report be approved as presented. Motion was seconded by Dean Wieland and carried.**

- F. Publications Committee-** Chairman Don Andersen was not present. A report was not presented.
- G. Public Relations Committee-** Chairman, Gary Doerr reported he is going to take a new approach to get news releases published. Gary will send the news releases to each of the Chapter Presidents to send to their local newspapers.
- H. Membership Committee-** Membership will be discussed later in the agenda under Membership Campaign.
- I. Legislative Committee-** Lawrence Woodbury reported that House Bill 1256, Continuing Education bill has been amended. The bill went through the House and the Senate IBL committees. An electrical engineer testified opposing continuing education. Senator Cook amended HB 1256 to say individual licensees that fall under the statutory exemptions for licensure would be exempt from continuing education. This will be extremely difficult for the Board of Registration to track. The Board of Registration decided it could work around the amendment with administrative rules. The bill passed with the amendment included.

HB 1236 regarding fee caps and the Board of Registration to recoup fees went through the House IBL committee. The Senate IBL committee is proposing an amendment to the bill. The amendment is to exclude the recouping of legal fees and investigative costs for the hearing procedure when a registrant is not exonerated from a complaint. The bill went to conference committee on Monday, April 7 and is currently not settled.

HB 1204 regarding Landscape architects to create a process to get licensed in ND. Architects are in opposition. Engineer's interest in this bill is the aspects of engineering that are covered in landscape architect. The bill did pass with an amendment that does not allow landscape architect to practice in those areas that are engineering related. The Board of Architect will cover both Architects and Landscape Architects. The code is very vague what landscape architects do. Ron Rebenitsch contacted NSPE for assistance with this bill. NSPE did help NDSPE with the bill. The Board of Registration developed a planning committee that was very successful in addressing these bills.

Bruce Nelson recommended sending NSPE a Thank-you for their assistance.

Lawrence Woodbury thanked Kevin Nelson for his help and updates on the bills. Kevin Nelson commented that Todd Kranda did a good job as our lobbyist.

Lawrence Woodbury added that there was great support from those who testified. Basin Electric was planning to testify on opposition of continuing education, but never did. They were misinformed, and found out that they were already doing continuing education "in house".

Scott Zainhofsky asked if there are any penalties for the landscape architects if they don't abide by the rules. The Board of Registration controls them.

Dean Wieland asked if the Board of Registration could work around the amended HB 1256. Lawrence commented the rules policy would try to make it work. If it doesn't it can be brought back to legislature in 2 years.

Kevin Nelson commented that he approached Representative George Kaiser and educated him and in turn he was very supportive. Lawrence Woodbury educated Representative Joel Heitkamp.

**J. Professional Relations Committee-** Chairman Dean Wieland reported that committee has not been very active. One of the duties of the committee is to work on problems, which has been done in other

committees. Dean will chair the committee again next year. He requested another member be added, preferably from Minot.

## 7. Practice Sections

- A. **PEPP-** Chairman Lawrence Woodbury commented that the section is not very active. NSPE does keep in contact through e-mail.
- B. **PEE -** Chairman Don Anderson will give report at the Annual meeting.
- C. **PEG-** Chairman Thomas Little commented that the section includes a very small number of NDSPE members.

Kevin Nelson inquired about if it was ever decided how to use the funds from the PEG and PEI sections.

- D. **PEI-** Chairman Bruce Nelson commented that the PEI funds were decided to be used for resources for FE exam and would still like to pursue that avenue.

Mary Nelson will research the fund amounts. Scott Zainhofsky expressed concern about the materials becoming dated in a short amount of time. Bruce Nelson commented that NDSPE could use this as an avenue to pursue new members. Bruce Nelson proposed to bring it up at the Annual Meeting. Lawrence Woodbury added the idea of using the funds to fund educational sessions for the Annual meeting. Roger will add it to the agenda for the Annual meeting on Friday, April 11.

**Lawrence Woodbury moved to discuss uses for Practice Section funds with the general membership. Motion was seconded by Kevin Nelson and carried.**

## 8. Chapter Reports-

- A. **Chapter 1-** Scott Zainhofsky reported Chapter 1 had continuing education speakers at their monthly meetings, which was very successful.
- B. **Chapter 2-** Roger Kluck reported that Mathcounts was Chapter 2's big project.
- C. **Chapter 3-** Kevin Nelson reported Chapter 3 held several meetings with educational topics. The attendance level was lacking. Some of the topics they covered were Bismarck airport, Legislative issues, and NSPE presentation on membership perks. Chapter 3 will have an annual picnic in May.
- D. **Chapter 4-** Gregg Thielman's written report is attached to these minutes. The Chapter has 82 members. The Chapter awarded three \$500 scholarships to NDSU engineering students. E-week activities included the toothpick bridge competition and a banquet. The Chapter contributed \$500 to the concrete canoe race and \$500 to the steel bridge competition. In April the chapter will elect new officers and end the year with a golf

outing and a family picnic. Bill Neuhauser has stepped down due to relocating, Dain Miller will move up.

- 9. National Meeting report-** Roger Kluck reported he had attended NSPE summer meeting in Orlando in July 2002.

Kevin Nelson and Don Andersen attended the NSPE winter meeting in San Francisco. Don represented NDSPE and Kevin attended as a member on NSPE Licensure committee. Kevin commented that the meeting was a consensus congress which helps shape the policies for the organization.

The NSPE summer meeting is scheduled in San Antonio, TX. NSPE President Howard Blitman explained that the meetings are scheduled the way they are to keep costs down by holding them in locations at off-season times. Howard also emphasized asking him questions about NSPE and he will try to answer them or fill find out the answer.

**10. Old Business-**

- A. Legislative Updates-** discussed during the legislative committee report.
- B. Membership Campaign-** President Roger Kluck announced Scott Zainhofsky has agreed to take over the campaign. Scott has a conference call scheduled for 1:00 pm on Friday, April 11 with Artesha Thomas at NSPE. Scott will report what he learns from the teleconference call. Scott requested that a representative from each Chapter attend the call. Gregg and Roger plan on participating in the call.

**11. New Business-**

- A. Annual Meeting assignments-** Order of the Engineer will be done during the Banquet by Don Andersen. One person has expressed interest.

Kevin Nelson reviewed the agenda for the Annual meeting. Howard Blitman will do a power point presentation at 9:30 am.

**Gary Doerr moved to approve the agenda as revised. Motion seconded by Lawrence Woodbury and carried.**

Howard Blitman will also speak at the luncheon on Friday.

- B. Travel Schedule- Roger** has received an invitation to the meeting in Regina on May 1-3. If anyone is interested in attending contact Roger.

Kevin Nelson shared the tragic news about the drowning accident of Brian Eckel from Saskatchewan in May 2002.

The summer NSPE meeting is in San Antonio, TX. Kevin will attend as a member of NSPE Licensure committee. 2003-2004 NDSPE President Don Andersen is scheduled to attend also.

Gary Doerr, President-elect is scheduled to attend the Winter NSPE meeting in Washington, DC.

Discussion followed regarding Executive Secretary, Mary Nelson occasionally to the winter meeting.

**Bruce Nelson moved to authorize the expenses for the Executive Secretary to travel to the Winter Meeting in Washington, D.C. Motion seconded by Dean Wieland and carried.**

- C. Regional Meeting updates-** Kevin Nelson reported that the Regional meeting is scheduled for Thursday and Friday, September 11-12, 2003 at the Doublewood in Bismarck. The states included in the region are North Dakota, South Dakota, Minnesota, Iowa, Nebraska, Kansas, and Missouri.

A membership training session is being planned. Kansas had a NSPE employee conduct a membership recruitment and retention and leadership training session.

Bruce Nelson is a registered facilitator of a soft training program called "The Leader in Each of Us." Bruce would be willing to conduct the program at the Regional meeting.

The Regional meeting is scheduled for MN in 2004. The region also meets at the National meetings.

- D. 2004 Annual Meeting-** the meeting will be held in Grand Forks. Scott Zainhofsky commented that Grand Forks would be glad to host the meeting.

Kevin Nelson commented that there is better attendance when the meeting is held in the Eastern part of the state.

Scott Zainhofsky inquired about the dates of the meeting. The Board of Directors suggests dates for the meeting. Discussion followed regarding holding the meeting on Thursday and Friday or Friday and Saturday. Bruce Nelson and Thomas Little both favored having the meeting on Friday and Saturday.

The Board of Directors suggested the meeting be held Friday and Saturday, April 2<sup>nd</sup>- 3<sup>rd</sup>, 2004 in Grand Forks.

Discussion followed regarding the format of the meeting. Bruce Nelson recommended using the current format.

**Thomas Little moved to follow the same format used for the 2003 Annual Meeting in 2004. Motion seconded by Bruce Nelson and carried.**

## **12. Announcements-**

- A. Next BOD Meeting-** the next Board of Directors meeting will be a teleconference on May 22, 2003 at 5:15 pm. Bruce Nelson offered to host the teleconference at MDU and use the watts line.
- B. Fall BOD Meeting-** Kevin Nelson proposed that the fall meeting be held in conjunction with the Regional meeting in Bismarck. The meeting is tentatively scheduled for 10 am on Thursday, September 11, 2003 in Bismarck followed by lunch. The Regional meeting will start at 1 pm.
- C. Website Updates-** Kevin Nelson reported that he has changed the hosting company for the website. It is now set up for Chapters to have their own information on the site. Kevin will put Chapter information on the site for the Chapters if the information is given to him.

A benefit of the new host company is the option to set up personal e-mail accounts. Kevin Nelson suggested setting up accounts for the Past Presidents to show appreciation for their service. E-mail accounts could be sold to other members as a way to generate revenue for the society.

The website costs about \$110 a year. The website receives about 500 hits a year.

It was suggested to discuss the options for the website at the general membership meeting.

Howard Blitman proposed the idea of paying dues on a monthly basis. Discussion followed. Howard commented that the yearly dues schedule would still be an option for members. The Board of Directors favored the idea of having the option to pay dues on a monthly or yearly basis.

## **13. Adjourn-**

**Kevin Nelson moved that the NDSPE Board of Directors meeting be adjourned. Motion seconded by Bruce Nelson and carried.**

Meeting adjourned at 6:05 p.m.

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Roger Kluck, President, reconvened the NDSPE Board of Directors meeting at 10:35 a.m. on Saturday, April 12, 2003.

Thomas Little recommended sending Thank-yous to the firms that did not have any representatives attend for their donations for the Annual Meeting. Gary Doerr suggested including applications with the Thank-you.

Thomas Little suggested sending notices to various firms about the dates of the Annual meeting and advertise the professional development hour sessions.

Kevin Nelson suggested obtaining a list of the PE's in the state from the Board of Registration and notifying them about the meeting also. The planning committee tried that this year, but the Board of Registration was too busy to compile the list.

Roger Kluck announced the offer President Howard Blitman extended regarding paying ½ the membership dues for new members recruited within the next few days. Howard distributed applications with his signature on for this offer.

A teleconference is planned for May 22, 2003 at 5:15 pm

President Roger Kluck thanked everyone for their support.

**Kevin Nelson moved that the NDSPE Board of Directors meeting be adjourned. Motion seconded by Thomas Little and carried.**

Respectfully submitted,

(original signed)  
Mary B. Nelson  
Executive Secretary

(original signed)  
Kevin G. Nelson, P.E.  
Secretary/Treasurer

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