

**North Dakota Society of Professional Engineers  
Board of Directors Meeting  
October 16, 2004  
Chieftain Inn, Carrington, ND**

1. **Call to order-** The North Dakota Society of Professional Engineers Board of Directors meeting was called to order on October 16, 2004 at 10:05 a.m. by Gary Doerr, President. Present were Gary Doerr; President, Don Andersen; Past President, Bruce Dockter; President-elect, Gregg Theilman; Vice President, Kevin G. Nelson; Secretary-Treasurer, Nate Weisenburger; Chapter 1 President, Jay Kleven; Chapter 1 Past President, Troy Vareburg; Chapter 4 President, Scott Zainhofsky; Membership Chairman John Spilman; proxy for Bruce Nelson, PEI Chairman, and Mary Nelson, Executive Secretary.
2. **Introductions-** All present gave self-introductions.
3. **Adoption of the Agenda** – the following was added to the agenda under New Business: item i. Constitution amendment.

**Kevin G. Nelson moved to accept the agenda as amended. Motion was seconded by Scott Zainhofsky and carried.**

4. **Approval of the Minutes-** the minutes from the June 3, 2004 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 Don Andersen and carried.**

5. **Executive Secretary's Report-** financial report attached

Checking Balance as of 10-15-2004:   \$2,149.26  
Savings Balance as of 10-15-2004:   \$8,837.90  
CD Balance as of 10-15-2004:       \$8,145.89  
  Maturity date 11/24/04  
  Interest Rate: 1.40%

Total Assets                               \$18,270.21

Membership Numbers as of Sept. 2004

Licensed:            190  
Members:            46  
Students:            1  
**Total members: 237**

Sept. 2003  
Licensed: 178  
Members: 63  
Students: 8  
**Total Members: 249**

Sept.2002  
Licensed: 177  
Members: 105  
Students: 28  
**Total members: 310**

**Kevin G. Nelson moved to accept the Executive Secretary report. Motion seconded by Bruce Dockter.**

Membership continues to reflect a trend of losing student members. An effort by the Dean's at UND and NDSU continues to recruit and inform students about NDSPE. Bruce Dockter added that Chapter 1 plans to host a pizza event for those taking the FE exam. Jay Kleven that Chapter 1 also plans to do a presentation to Engineering Counsel at UND on November 7, 2004.

**No further discussion, motion carried.**

**6. Chapter Reports-**

**Chapter 1-**Nate Weisenburger reported that Chapter 1 officers held an organizational meeting in August and planned the meetings for the year. Grand Forks hosted a very successful Annual meeting.

Jay Kleven recommended that Ron Apanian be nominated for the Chandler Award for 2004-2005.

**Chapter 2-** No report given.

**Chapter 3-** John Spilman reported that the officers have held an organizational meeting and have put together a calendar of events for 2004-2005. One of the meeting the Order of the Engineer ring ceremony is planned. The first chapter meeting is Thursday, October 21, 2004.

**Chapter 4-** Troy Vareburg reported that Chapter 4 held their first meeting the end of September with 36 members present. The Chapter membership numbers reflect a little decrease. Chapter 4 has brainstormed about how to increase membership, especially the student members. Chapter 4 Secretary has looked up old members to approach them. Chapter 4 is trying to implement continuing education programs in their monthly meetings. They're considering doing a webcast. The Annual meeting committee has been formed.

Scott Zainhofsky added that he has prepared a power point presentation to promote NDSPE.

Kevin Nelson added that he will e-mail lists of e-mail addresses to each chapter.

**7. Committee Reports-**

**Publications Committee-** Kevin Nelson reported that NDSPE has a website and branding e-mail available. Jay Kleven and Kevin Nelson are using the branding e-mail.

**Public Relations Committee-**Gary Doerr has asked Dale Heglund to chair the committee. Gary commented when he served as chair he sent the newspaper write-up to the chapter and the chapter in turn submitted the information to their local newspaper, which seemed to work well. Gary added that NDSPE needs to take advantage of putting more information in the newspaper to promote the organization.

**Legislative Committee-** Design Build issue will be in this legislative session. DOT has been requested to set the rules based on public hearings.

**Nominations Committee-**the committee will need names of individuals for the Board of Registration. Scott Zainhofsky commented that he would like to see some age diversity and a younger member should be considered and someone that is an employee rather than an employer. Jay asked what the nominations committee responsibilities are.

**Membership Committee-**Scott Zainhofsky's position as membership director is up this year and that having a jr. membership director would be desirable.

**8. Old Business-**

**a. 2005 Annual Meeting Update-**Troy Vareburg reported that the Annual meeting will be April 7-9, 2005 in Fargo. The Board of Directors meeting will be on the 7<sup>th</sup> and conclude on the 9<sup>th</sup>. The Fargo Chapter will give Kevin Nelson the meeting agenda. etc. to post on the website.

**b. Leadership Handbooks Update-** all officers have a handbook. The handbook is also on the NDSPE website. Kevin reviewed the content of the handbook. A few changes to addresses, phone numbers were noted.

**c. Newsletter-**Don Andersen requested newsletter articles be submitted to him by October 31<sup>st</sup>. Don recommended Chapter reports be submitted with the list of events for the year, and President's reports. Gary Doerr attended the NDSU Development Foundation banquet and NDSPE was honored with the bronze award. Several pictures were taken and could be put in the newsletter.

**9. New Business-**

**a. National Officer Participation-** Discussion was held about whom to request as the National Officer at the Annual Meeting. The first choice of officers to speak at the annual meeting is Kathryn Gray, Bob Miller, Rob Bergeron, Arthesa Thomas or Heather Anderson. Mary Nelson will submit the request.

**b. 80/20 Program participation-** Discussion was held regarding the offer put forth NDSPE to participate in the 80/20 program. Mary Nelson read the letter sent to NDSPE explaining the program. NSPE has teamed with state societies and/or chapters on a variety of stand-alone membership marketing projects and have implemented many year-long partnerships with state societies to complete comprehensive, state-specific membership marketing plans that include a coordinated series of targeted mailings and other regular collaborations. Troy Vareburg commented that Tracy Eslinger, Chapter 4 Secretary has expressed interest in membership, Scott Zainhofsky said he would be willing to be the representative from Bismarck and Jay Kleven and Bruce Dockter said they would represent Grand Forks.

**Gregg Theilman moved to go forward with the 80/20 program. Motion seconded by Jay Kleven and carried.**

**c. Lobbyist contract-**NDSPE and ACEC-ND have a joint contract with KKRK for the 2005 Legislative session. The architects and engineers worked together last session and have had a meeting to discuss upcoming legislation. AGC is proposing legislation to change or define construction management. Engineers and architects would not be qualified to be construction managers. DOT is proposing legislation that has impact on design-build. Kevin asked for a motion to support ACEC-ND & AIA on opposing AGC legislation.

**Scott Zainhofsky moved to support ACEC-ND & AIA on opposing AGC legislation. Motion seconded by Jay Kleven.**

Jay Kleven commented that this legislation is more geared towards ACEC.

**No further discussion, motion carried.**

Landscape architects wanted a place to reside and now reside under the architects board. They are accepting public comments through October 18. Their administrative code requires a registered landscape architect as a principal on government funded projects. NDSPE and ACEC do oppose this statement and are drafting up a summary and has been put on record.

**d. “Engineer Your Way to Success” book-** this book can be used to raise funds or purchase some for incentives, such as employers to purchase for new engineers or give to student members upon graduation. Missouri state society gives a copy to each graduating student member.

**e. National President Candidates-**Karen Peterson, Bernie Berson and Ken Rigsby have announced their candidacy for 2006-2007 NSPE President-elect.

**Kevin Nelson moved that NDSPE support Ken Rigsby as NSPE President-elect for 2006-07 and forward a letter of support to NSPE Nominations committee. Motion was seconded by Scott Zainhofsky and carried.**

**f. Enterprise membership-**the program allows a firm/company to pay membership dues for all NSPE members in their firm and receive a 10% discount on the dues.

**Don Andersen moved to go forward with the Enterprise program in North Dakota. Motion was seconded by Scott Zainhofsky and carried.**

In accordance with the following schedule for minimum enrollment within NSPE membership categories, the enterprise would identify eligible engineering employees it seeks to enroll:

1. For 10 to 50 eligible employees, enroll a minimum of 10; or
2. For 51 to 250 eligible employees, enroll a minimum of 20%; or
3. For over 250 employees, enroll a minimum of 50.

The firm receives one bill and can be paid with one check or several. Gregg Thielman commented that it would be convenient for accounting departments to pay the dues.

**g. Reseller Agreement-** NDSPE can buy NSPE-produced publications as a source of non-dues revenue for the state society. If we sign the agreement NDSPE would be eligible for a discount.

**Scott Zainhofsky moved to sign the Reseller's Agreement. Motion was seconded by Troy Vareburg.**

Discussion followed and the decision was made to investigate the agreement further before signing it and revisit the idea at the next Board of Directors meeting.

**Motion was retracted by Scott Zainhofsky and seconded by Troy Vareburg.**

**h. National Winter meeting-**To encourage the attendance at the winter meeting in San Diego of the state society presidents, state society presidents-elect, state society executives, NSPE will provide the following reimbursements:

- \$300 max per person for one attendee from a state;
- \$500 max per person for two attendees from a state;
- \$750 max per person for three attendees from a state;

**Scott Zainhofsky moved for the NDSPE President, President-elect and Executive Secretary to attend the winter meeting in San Diego and authorize the expenses above the \$750 per person. Motion seconded by Kevin Nelson and carried.**

The meeting will be a summit meeting and not a consensus congress.

**i. Constitutional Amendment**-Membership chair duties should be developed and added to the constitution. President Gary Doerr will contact the constitution & bylaws committee regarding the amendment.

**10. Other Business-**

**a. Future Directions Task Force Update**-the purpose of the task force is to assess, reaffirm, modify, or possibly even reinvent the society. NSPE accomplished licensure laws in all 50 states and no longer has a focus. It is part of the task force responsibilities to come up with models for a new focus.

**b. Chapter Questionnaires**-Kevin Nelson emphasized the urgency to complete questionnaires and surveys by the state leadership. Only 25 to 30% respond.

**c. Mathcounts update**-NSPE started Mathcounts and now Mathcounts is its own entity. NSPE provides 90% of the manpower for Mathcounts. NSPE is proposing they hold 3 seats. If Mathcounts does not accept the amendment, NSPE is prepared to no longer support Mathcounts and support another program.

**d. Membership update**-discussed in the Executive Secretary's report.

**11. Adjourn-**

**Kevin G. Nelson moved the NDSPE Board of Directors meeting be adjourned. Motion seconded by Scott Zainhofsky and carried.**

Meeting adjourned at 12:35 p.m.

Respectfully submitted,

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Mary B. Nelson  
Executive Secretary

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

Mbn

NDSPE Board of Directors agreed to support Kevin Nelson for nomination for fellow grade.