1. **President - Robert Gomez**
   1.1 Awards - Achievement in Civil Engineering (ACE) Awards - 5/8/13 - Promoting ACE Awards
   1.2 Goals for upcoming year
   1.2.1 Services for members – Continuing Education
   1.2.2 Media/Public Outreach (public relations) - See item 2.1 below
   1.2.3 Increase meeting attendance
   1.3 ASCE
   1.3.1 ASCE Report Card - Updated version will be released on 3/19/13
   1.3.2 Region 1 Assembly - April 20-21, 2013 - Need 1-2 CSCE Members to attend meetings
   1.3.3 Summary of 2013 Workshop for Section and Branch Leaders (WSBL)
   1.3.4 Upcoming ASCE President-Elect Elections
   1.4 Reduction in the Amount of Scholarship for 2013
   1.5 Credit Card Payments Update
   1.6 New student Chapter/Coordination with Quinnipiac University
   1.7 Programs Committee (Jeff Benoit) - Charge CSCE Members who do not pay CSCE section dues as Non-Members?
   1.8 History & Heritage Committee (Randy)
   1.9 Fairfield Branch (Ron Hill)

2. **President-Elect – Sara Ramsbottom**
   2.1 SPAG Grant Program (2012-13) - No ASCE program this year - billboards/public radio promotional campaign by CSCE instead?
   2.2 Structures Technical Group
   2.3 Geotechnical Technical Group - CSCE Administrative Assistance for Continuing Education Offerings
   2.4 Legislative Affairs Committee - ASCE Fly-In - Who will be attending?
   2.5 Construction Technical Group
   2.6 Water Resources Committee

3. **Vice-President - Kassim Tarhini**
   3.1 Public Relations Committee -
   3.2 Student Chapters - Presentations at high schools, practitioner advisors, guest speakers at ASCE student chapters
   3.2.1 Probationary Status of CCSU Student Chapter - non-submission of 2011 annual report and/or 2012 annual dues to ASCE National
   3.3 Continuing Education Committee
   3.3.1 Post-Disaster Safety Assessment Workshop on 4/19/13?
   3.3.2 Can CSCE run continuing education seminars for all Technical Groups?
   3.4 Government Engineers Committee

4. **Secretary/Administrative Assistant - Tom Loto/Amy Petrone**
   4.1 Administrative - Review/Discuss/Accept Meeting Minutes from previous meetings in 2012 (February, April, July, September, October and November 2012)
   4.2 Membership Committee – Brainstorm on how to increase membership, and how to increase current members' participation in dinner meetings, committee, technical groups, etc.

5. **Treasurer – Gary Fuerstenberg**
   5.1 Budget Update - Tax Update 2011-2012
   5.2 Younger Members Committee (Jen Buchanon)
   5.3 Scholarship Committee (Jim Sime) – Update
   5.3.1 Golf Tournament - Fundraiser or Social Event?

6. **Newsletter Editor – Jen Buchanon**
   6.1 Advertising rates – Develop ad request form – Different rates for web only advertising, ads for courses
   6.2 Change Advertising to Sponsorships (see next page)

7. **Director-II – Rabih Barakat**
   7.1 Audit Committee (set firm date to audit Books)
   7.2 Nominating committee - solicit for Ben Wright award all year
   7.3 Aligning local technical groups with ASCE Institutes
   7.4 Updating CSCE's governing documents (Mario Ricozzi) - Status of Postcard for Vote
   7.5 Updating Operations Manual
   7.5.1 Add one sentence regarding number of Executive Board members needed to constitute a quorum
   7.5.2 Include ACE information and Legislator of the Year Award)
   7.5.3 Include revised due dates for student awards

8. **Director-1 – Jason Waterbury**
   8.1 Status of Past President Council - Local/Section/Branch Report Card
   8.2 Awards
   8.3 Website Committee – Develop advertising cost sheet

9. **Open Discussion**
   9.1 ASCE Conference Attendance

10. **Adjournment**
Email from: Fuerstenberg, Gary  
Feb 15 (6 days ago)
to Jennifer, me, Robert, president, president-elect, vicepresident, secretary, nl-editor, treasurer, admin

All,

I previously suggested that we increase the sponsorship rates to include a job notification or press release. On second thought, I think we can keep the new sponsorship rates the same or lower (and actually collect the money) because the new sponsorship rates are greater than the former advertisement rate equivalent and earn more revenue.

Maybe we add a list of sponsors on the front or back of the newsletter and on the web page. Since we really do not use paper and ink these days, I suggest that the sponsorship rates include both the newsletter and website. Here are rates to start the discussion:

<table>
<thead>
<tr>
<th>Level</th>
<th>cost per month</th>
<th>cost per year</th>
<th>cost for ACE</th>
<th>Equivalent Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum</td>
<td>$200</td>
<td>$2,000</td>
<td>$400</td>
<td>8” x 10”</td>
</tr>
<tr>
<td>Gold</td>
<td>$100</td>
<td>$1,000</td>
<td>$200</td>
<td>8” x 5”</td>
</tr>
<tr>
<td>Silver</td>
<td>$50</td>
<td>$500</td>
<td>$100</td>
<td>8” x 2.5”</td>
</tr>
<tr>
<td>Bronze</td>
<td>$25</td>
<td>$250</td>
<td>$50</td>
<td>8” x 1.25”</td>
</tr>
</tbody>
</table>

Rates include both newsletter and webpage

Year rates include ACE awards - or make separate

Pay via electronic method – we actually collect the money 😊

Monthly cost includes 1 month on web page and 1 newsletter (newsletter schedule is variable – every 1 to 2 months).
I do not think the full-page, half-page, or quarter page advertisements are used.
Sponsorship include logo and whatever you can fit into the space that corresponds to your sponsorship level – could include a press release, job notification, etcetera.
Maybe we already have ACE rates – so keep them – but they are sponsorship rates, not advertisement rates.

From: Buchanon, Jennifer N.  -  Sent: Friday, February 15, 2013 2:16 PM  -  To: Fuerstenberg, Gary; A Petrone  
Cc: Robert Gomez; president@csce.org; president-elect@csce.org; vicepresident@csce.org; secretary@csce.org; nl-editor@csce.org  -  Subject: RE: Request for a W-9 Form for CSCE

Yes – this has been on my to-do list for a while and I just have not made progress yet. I started a form, but need to finalize it. The form will let a person/firm to choose between a sponsorship, employment solicitation, press release, etc. and charges will vary for each. Also, the idea was to charge separately for website and/or newsletter and a discounted rate to have something placed in both.

From: Fuerstenberg, Gary [mailto:GFuerstenberg@haleyaldrich.com]  
Sent: Friday, February 15, 2013 2:08 PM  
To: A Petrone  
Cc: Robert Gomez; president@csce.org; president-elect@csce.org; vicepresident@csce.org; secretary@csce.org; nl-editor@csce.org  
Subject: RE: Request for a W-9 Form for CSCE

I suggest that we change the way we charge for advertisement. It appears that we charge 15 cents per character beyond 500 characters – this is very obvious that it is advertisement.

Can we increase our sponsorship rates a little to cover job notifications and include job notifications with sponsorship?