

**CSCE Board Meeting - April 13, 2011 - 4:00 p.m. - The Officers Club, USCGA, New London, CT**

**1. President - Rabih Barakat**

- 1.1 Achievement in Civil Engineering (ACE) Awards – Update - Details: Photographer? Benjamin Wright Award?  
Sponsors: 4 sponsors thus far (Gold-HAKS & URS, Silver-Keville Enterprises and Contributor-Parsons)  
Applicants – 12 applications received so far
  - 1.2 ASCE/EWB Liasion – Designation of CSCE member by April 1, 2011 – Was this done?
  - 1.3 Outstanding Section and Branch Web Site Awards – Nominations due June 1, 2011
  - 1.4 Fairfield Branch (Ron Hill) – Anniversary - The Fairfield Branch celebrates its 20<sup>th</sup> anniversary in 2011.
  - 1.5 Subsidizing Costs for Life Members at Meetings or Seminars
  - 1.6 History & Heritage Committee
  - 1.7 Programs Committee (Jeff Benoit) – Upcoming 2011 Dinner Meetings
  - 1.8 Upcoming Meetings - ACE Awards, Place = Aqua Turf Club, Date = May 10, 2011 (Tuesday)
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**2. Director-1 – Ron Nault**

- 2.1 Status of Past President Council
  - 2.2 Awards
- 3. Director-II – Chris Holden**
- 3.1 Nominating committee – solicit for Ben Wright award all year
  - 3.2 Aligning local technical groups with ASCE Institutes
  - 3.3 Updating CSCE's governing documents and Operations Manual – Add sentence regarding quorum requirements
  - 3.4 Website Committee
  - 3.5 April 2011 Assembly

**4. Newsletter Editor – Sara Ramsbottom**

- 4.1 Golf Tournament - Saturday, September 10, 2011

**5. Treasurer – Bob Gomez**

- 5.1 Monthly Report
- 5.2 Younger Members Committee (Sara Ramsbottom)
- 5.3 Scholarship Committee (Jim Sime) – report
- 5.3.1 Quarterly Reports - Place the new Treasurer on the mailing list for the quarterly reports

**6. Secretary/Administrative Assistant – Greg Holness/Amy Petrone**

- 6.1 Administrative - Review/Discuss/Accept Meeting Minutes from previous meetings (see attachment)
- 6.2 Membership Committee – Brainstorm on how to increase membership, and how to increase current members' participation in dinner meetings, committee, technical groups, etc.
- 6.3 CSCE Logo – Update
- 6.4 USPS Mail to CSCE Members – Correspondence to members without computers

**7. Vice-President – Billy Cunningham**

- 7.1 Public Relations Committee
- 7.2 Student Chapters – Recap of Student Awards
- 7.2.1 Practitioner Advisors – 1-2 are needed at the USCGA
- 7.2.2 Student Chapter at TRCC
- 7.2.3 Speaking engagements at TRCC and at USCGA
- 7.3 Continuing Education Committee
- 7.3.1 Septic System Design Seminar – Late May
- 7.3.2 Stormwater Management Seminar/Autodesk Civil 3D
- 7.4 Government Engineers Committee (Rabih Barakat)
- 7.5 Career Guidance Committee
- 7.6 Outreach program to schools
- 7.7 CSCE Collared Shirts

**8. President-Elect - Jason Waterbury**

- 8.1 SPAG Grant - Billboards
- 8.2 Structures Technical Group (Mark Rodriguez)
- 8.3 Geotechnical Technical Group (Gary Fuerstenberg)
- 8.4 Legislative Affairs Committee (Roy Merritt)
- 8.5 Construction Technical Group (Billy Cunningham)
- 8.6 Water Resources Committee (Tom Loto)

**9. Open Discussion**

- 9.1 Past/Upcoming Conferences
- 9.2 Develop initiatives for 2012 Engineers Week

**10. Adjournment**

**DRAFT Minutes for the CSCE Board Meeting –March 8, 2011 – 4:15 p.m. – The Graduate Club, New Haven, CT**

CSCE Members in Attendance:

Rob Barakat (via telephone)\*

Ron Nault\*

*Administrative Staff:*

Billy Cunningham\*

Sara Ramsbottom\*

*Amy Petrone*

Bob Gomez\*

Jason Waterbury\*

Greg Holness\*

\*Note: CSCE Board Members

**1. President - Rabih Barakat**

1.1 ACE Awards – Ron Nault will propose judging panels for the different categories of the awards.

1.2 ASCE/EWB-USA Liaison – ASCE would like CSCE to designate a CSCE member to be the ASCE/EWB-USA Liaison by April 1, 2011 (before the next Board meeting, which is scheduled for April 13, 2011 at the U.S. Coast Guard Academy).

**2. Treasurer – Bob Gomez**

2.1 Scholarship Committee - Quarterly Reports – On behalf of the Board, Bob Gomez will contact Jim Sime to obtain the login information for the scholarship fund account. Just like with the CSCE checking account, CSCE would like to have more than one person maintain access to the scholarship fund account.

In the future, the Board would like explore the possibility of funding its scholarships out of the scholarship fund instead of out of its operating budget.

**3. Secretary/Administrative Assistant – Greg Holness/Amy Petrone**

3.1 Administrative - Review/Discuss/Accept Meeting Minutes from previous meetings – Greg Holness made a motion to accept the minutes from the February 9, 2011 and February 17, 2011 Board meetings. Jason Waterbury seconded the motion and it passed unanimously.

**4. Vice-President – Billy Cunningham**

4.1 Student Chapters & Students – Vote on Civil Engineering/ Construction Scholarship Fund Applications - After a review of the five applications that CSCE received for scholarship requests from its Civil Engineering/ Construction Scholarship Fund, Bob Gomez made a motion to award \$750 to each applicant. Jason Waterbury seconded the motion and Greg Holness, Sara Ramsbottom, Billy Cunningham, Rob Barakat and Bob Gomez voted in favor while Ron Nault abstained from voting. The motion passed. Bob Gomez will send letters to the scholarship winners inviting them to the April 2011 dinner meeting to receive their awards.

Billy Cunningham will contact the schools with ASCE student chapters to request that they submit applications for scholarships and outstanding student awards before the deadline of March 31, 2011.

4.2 Continuing Education Committee - Septic System Design Seminar – This seminar will be held for approximately 40 people on May 26, 2011 from 8:00 to 12:00 p.m. at the MDC Training Facility. The costs for the seminar still need to be determined, but a suggestion was made to charge nothing for unemployed people to attend, \$25 for ASCE/CSCE members and \$95 for non-ASCE/CSCE members. All fees to register should be paid in advance. Amy Petrone will confirm details of the meeting with DPH and determine if PDHs can be offered for the seminar through coordination with the Connecticut Society of Professional Engineers (CSPE).

**5. President-Elect - Jason Waterbury**

5.1 Geotechnical Technical Group - Cooperating Organization at DFI's 36th Annual Conference in Boston, MA - DFI requested that CSCE be a cooperating organization for DFI's Annual Conference to be held in Boston in October 2011. CSCE will help publicize the event (via CSCE newsletter, website and an e-blast) in exchange for one free registration to the conference. Jason Waterbury made a motion to have CSCE become a cooperating organization for DFI's 2011 Annual Conference and to offer the free registration to Gary Fuerstenberg or someone he designates in his place. Rob Barakat seconded the motion and it passed unanimously.

**6. Past/Upcoming Conferences**

6.1 ASCE's Legislative Fly-In – March 29-31, 2011 in Washington, DC – Rob Barakat will attend this meeting on behalf of CSCE. Amy Petrone will obtain CSCE business cards for him to bring with him.

6.2 April 2011 Assembly – April 9-10 (Sat.-Sun) (see attachment) – Chris Holden may be interested in attending this meeting on behalf of CSCE.

**7. Adjournment** – The meeting adjourned at 5:30 p.m.