Minutes of the Connecticut Society of Civil Engineers Board Meeting  
April 23, 2008 – Tuscany Grill, Middletown, CT – 5:15 p.m.

CSCE Board Members in Attendance:  
Chris Holden*  Ron Nault*  
Greg Holness*  Jay Silva*  

Administrative Staff:  
Amy Petrone

1. President’s Report (Jay Silva)

1.1 NSPE Pneumatic Fracturing Seminar June 11 – CSCE member will get member discount for announcement to membership: CSCE will proceed with this opportunity by placing an ad for the seminar in the next CSCE Newsletter.

2. President-Elect’s Report (Chris Holden)

2.1 Slate of Officers for upcoming year - Peter Heynen will be N-L Editor: Chris Holden (President), Ron Nault (President Elect), Rob Barakat (Vice President), Jason Waterbury (Secretary), Greg Holness (Treasurer), Peter Heynen (Newsletter Editor), Jay Silva (Director I), and Billy Cunningham (Director II).

3. Vice-President’s Report (Ron Nault)

3.1 Public Relations - CT ACE Awards & May Meeting: The Board members discussed the following aspects of the upcoming ACE Awards ceremony:

3.1.1 ACE Awards applications: CSCE received twelve applications for the ACE Awards.
3.1.2 ACE Awards Sponsorship: Amy Petrone will contact Baker Engineering regarding its intention to be a gold sponsor. Luchs will be a silver sponsor. Amy Petrone will ask Billy Cunningham to send an e-blast to CSCE members informing them of the April 25th deadline for sponsorships. Ron Nault will 1) contact the applicants that have not submitted sponsorship applications to see if they would like to become a sponsor; 2) contact certain applicants to see if they would like to change application categories; and contact the project owners & team members and urge them to attend the ceremony.
3.1.3 Judging: Members of the CSCE Board will be divided up into 5 judging teams to evaluate the 5 different categories of projects.
3.1.4 Award format: Billy Cunningham and Chris Holden will determine the formats for the ACE Award and the ACE Award of Merit.
3.1.5 Program: The program should be in a magazine format. By the end of May or the beginning of June, CSCE should advertise the ACE Award winners through a press release and follow-up with the winners with a revised program (and possibly 10 copies) including the results. An ACE logo should be added to the program and the awards. Tom Roy and Jay Silva will coordinate the development of the logo.
3.1.6 Emcee: Chris Holden will confirm that there is no fee for the emcee.
3.1.7 Past presidents: Amy Petrone will work with Randy States of the CSCE History & Heritage Committee to reconcile the different lists of past CSCE Presidents that have been distributed amongst the CSCE Board.
3.1.8 Student Awards: Amy Petrone will contact the faculty advisors to let them know that they have until Friday, April 25th to submit nominations for student awards. Jay Silva has the format for the student award certificates and will forward it to Amy Petrone via email.
3.1.9 Life Member Awards, Presidents Award, & Any Other Guests: This information will be included in the program.
3.1.10 Set-up – Volunteers: Greg Holness will place a note in the newsletter and Chris will email Sara Ramsbottom of the Younger Members Committee to recruit volunteers.
3.1.11 Nametags & Table markers: Amy Petrone will make the nametags and Jay Silva will coordinate the table markers and the project sponsor board.
3.1.12 ACE Award Project Presentation: Jason Waterbury should contact the Aqua Turf Club to move the reception back to 5:00 p.m. Chris Holden will divide the evening’s program into time slots. Chris Holden will confirm the location of the presentation of project posters with Jason Waterbury and the Aqua Turf Club. Greg Holness will develop a PowerPoint presentation from the photos submitted with the projects.
3.1.13 Annual Reports: Amy Petrone will request annual reports from the various CSCE committees again.

4. Secretary’s Report

4.1 Meeting Minutes Adoption (March Meeting & April Meeting): The Board did not take any action on this item because there was no quorum of Board members present.

5. Treasurer’s Report

5.1 March & April Expenditures: This item was not discussed.
6. **Newsletter Editor:** This item was not discussed except as mentioned in Item 3.1 above.

7. **Director-I**

7.1 **Webmaster - Website updates – Email from Peter Heynen:** This item was not discussed.

8. **Director-II**

8.1 **Audit (internal/external):** This item was not discussed.

9. **New Business:**

9.1 **Charles Schwab Summary Report:** Chris Holden suggested that the Treasurer be added to the distribution list for the Scholarship Fund Summary Report.

10. **Adjournment:** The meeting adjourned at 7:45 p.m. The Board will meet on Monday, May 5, 2008 at the Aqua Turf Club in Plantsville prior to the ACE Awards ceremony.