

Minutes of the Connecticut Society of Civil Engineers Board Meeting
October 21, 2008 – University of Hartford, West Hartford, CT – 5:05 p.m.

CSCE Members in Attendance:

Rob Barakat*	Peter Heynen*	Roy Merritt
Jeff Benoit	Chris Holden*	Ron Nault*
Billy Cunningham*	Greg Holness*	

Administrative Staff:
Amy Petrone

*Note: CSCE Board Members

1. President's Report (Chris Holden):

1.1 ACE Awards

- 1.1.1 Establish ACE Rules/Evaluation Criteria (Chris, Ron N., Jason) – The ACE Awards Planning Committee meeting that was held on October 1, 2008 was productive. The Committee will develop evaluation criteria shortly. The awards that will be given include first place, second place, CSCE President's Award, and a Legislator Award. Attached to this Board meeting's agenda were award nomination criteria/guidelines from other local engineering and construction organizations.
- 1.1.2 Set date for 2009 ACE Awards (Chris, Ron N., Jason) – May 12, 2009 – The ACE Awards ceremony is scheduled for May 12, 2009 at the Aqua Turf Club.
- 1.1.3 Status of Emcee – Jason Waterbury is coordinating the emcee for the ACE Awards ceremony.
- 1.1.4 Legislature Award – Roy Merritt will develop criteria for a Legislator Award.

1.2 Fairfield County Branch (Ron Hill)

- 1.2.1 Ron – Going to ASCE Convention in Pittsburgh – Ron Hill will be joining Chris Holden to attend this convention.
- 1.2.2 October Meeting – 15 Attendees – Peter Heynen attended this meeting and said it went well. Attendees earned 1 CEU for the meeting.
- 1.2.3 January Meeting – Stamford Water Treatment Plant, January 13, 2009 (NY CEUs) – Ron Hill should contact Peter Heynen and Gary Fuerstenberg to learn about the process for providing CEUs at this meeting.

1.3 Outreach

- 1.3.1 Develop closer relationship with other engineering groups (Chris) – Connecticut Society of Professional Engineers – Pneumatic Fracturing Seminar 1/21/09 6:30 p.m. If we advertise our members with get the member rate. – The Board reacted favorably to this opportunity.
- 1.3.2 Establish a closer relationship with Student Chapters (Chris, Rabih, Billy) Student Chapter social? – Rob Barakat will organize such a meeting with the student chapters in Middletown.

1.4 History & Heritage Committee (Randy States) – This item was not discussed.

1.5 Programs Committee (Jeff Benoit) – This item was not discussed.

1.6 Professional Development – This item was not discussed.

1.7 Miscellaneous

- 1.7.1 Lifetime achievement award – Chris Holden received a letter requesting that Gregory Broderick be nominated for the CSCE Lifetime Service Award. The letter was attached to the agenda for this meeting. Chris Holden will forward the letter to Jay Silva for his review and action.
- 1.7.2 Check for UNH Concrete canoe – Following a favorable vote of the CSCE Board via email prior to this meeting, the CSCE Board will be providing \$500 to UNH for its concrete canoe project.

2. President-Elect's Report (Ron Nault):

2.1 SPAG Grant Application

2.1.1 Determine if preservation of NHMHS Harte Photos is eligible for SPAG grant application (Ron N.) – Ron Nault will consult with ASCE to determine if this project would be eligible for a SPAG grant application. Another potential topic for the grant is to request funding to support the Keep Connecticut Moving Coalition. Ron Nault will consult with ASCE to determine if this project would be eligible even though it was the subject of a past SPAG grant-funded project. Two other potential topics are a legislative questionnaire after the election and the development of an Infrastructure Report Card.

2.1.2 Determine if becoming a PDH/CEU provider is eligible for SPAG grant application (Ron N.) - Ron Nault will consult with ASCE to determine if this project would be eligible for a SPAG grant application.

2.2 Structures Technical Group (Bryan) – This item was not discussed.

2.3 Geotechnical Technical Group (Gary) – This item was not discussed.

2.4 Legislative Affairs Committee (Roy)

2.4.1 Establish a Legislator Award (Chris, Roy) – Roy Merritt will develop criteria for this type of award.

2.4.2 Forward legislative information to Peter Heynen for posting on the CSCE website (Roy, Peter) – Roy Merritt will forward legislative information to Peter Heynen for the CSCE website.

2.5 Construction Technical Group

2.5.1 Schedule tours of local construction projects (Billy) – Billy Cunningham will work on this item.

2.5.2 Host 1 dinner meeting (Billy) – A potential topic for this meeting is the Clean Energy Power Plant in Middletown.

2.6 Water Resources Committee – An individual has requested that Peter Heynen provide CSCE’s member list to him for the purposes of increasing the membership and the level of activities of the Water Resources Committee. The Board suggested that the interested person send a written request to Peter Heynen, who can then forward it to the Board for their review and action. In addition, Billy Cunningham will ask ASCE if it can send e-blasts to members of specific ASCE Institutes and Peter Heynen will place a request to increase the membership of the Water Resources Committee in future newsletters and on the CSCE website.

3. Vice-President’s Report (Rob Barakat):

3.1 Public Relations Committee

3.1.1 Establish protocol for press releases/notification of each meeting (Chris, Rob) – Rob Barakat will work on this item prior to the November CSCE Board meeting.

3.1.2 Contact all faculty advisors and student chapter presidents to schedule a planning meeting (Rob) – Rob Barakat will contact the faculty advisors and schedule a pizza party/meeting in the Middletown area.

3.2 Continuing Education Committee

3.2.1 CEUs for seminars (Ron N.) – This item was not discussed.

3.3 Government Engineers Committee – This item was not discussed.

3.4 Career Guidance Committee

3.4.1 Establish outreach program to schools (Kiran, Chris) – This item was not discussed.

3.5 Student Chapters

3.5.1 Set up meeting with all ASCE Student Chapters and their advisors - Rob Barakat will contact the faculty advisors and schedule a pizza party/meeting in the Middletown area.

4. Secretary’s Report (Jason Waterbury):

4.1 Administrative Activities

4.1.1 Annual Report **Due November 30** – Jason Waterbury and Amy Petrone will coordinate the completion of the annual report. A draft annual report will be distributed to the CSCE Board by November 23, 2008.

4.1.2 Meeting Minutes - Peter Heynen made a motion to approve last month's Board meeting minutes. The motion was seconded by Ron Hill and it passed unanimously.

4.2 Membership Committee – This item was not discussed.

5. Treasurer's Report (Greg Holness):

5.1 Budget – Greg Holness will develop a draft budget for the Board to review.

5.2 Younger Members Committee

5.2.1 Organize an outing to the Hartford Wolf Pack hockey game (Sara) – This item was not discussed.

5.2.2 Add a Younger Member webpage and links (Sara, Chris, Peter) – Sara Ramsbottom will provide information for the website to Peter Heynen.

5.3 Scholarship Committee

5.3.1 Update the address information on the account and add the Treasurer to the mailing list for the quarterly reports (Jim) – This item was not discussed.

6. Newsletter Editor (Peter Heynen) – This item was not discussed.

7. Director-II (Billy Cunningham):

7.1 Audit Committee

7.1.1 Set firm date to audit CSCE books (Billy) – This item was not discussed.

7.2 Nominating Committee

7.2.1 Solicit for Benjamin Wright nominations all year (Billy) – This item was not discussed.

7.2.2 Lifetime Achievement Award - Chris Holden received a letter requesting that Gregory Broderick be nominated for the CSCE Lifetime Service Award. The letter was attached to the agenda for this meeting. Chris Holden will forward the letter to Jay Silva for his review and action.

7.3 Operations Manual

7.3.1 Billy Cunningham will work with Amy Petrone and Peter Heynen to make sure that the most up to date CSCE Operations Manual is on the CSCE website (Billy, Amy, Peter) – Billy Cunningham will continue his efforts on this item.

7.3.2 Billy will also work with Jay Silva to determine the responsibilities of the ACE Awards Planning Committee and will include a description of the responsibilities and other ACE Awards related information in the Operations Manual (Billy, Jay) – Billy Cunningham will continue his efforts on this item.

8. Director-I (Jay Silva):

8.1 Past Presidents Council - Provide status report of council to Board (Jay) – This item was not discussed.

8.2 Awards

8.2.1 Provide status report of awards to Board (Jay) – This item was not discussed.

8.3 Website

- 8.3.1 Update Committee Pages to appear similar to Technical Groups – Chris Holden would like the Committee pages on the website changed to appear similar to those of the Technical Groups.
- 8.3.2 Update ACE Awards section to include all the winners, not just the sponsors – Chris Holden will provide information about the award winners to Peter Heynen for posting on the website.

9. New Business:

9.1 2009 ASCE Regions 1, 2, 4 & 5 Workshop for Section and Branch Leaders (WSBL) – Peter Heynen made a motion to have Greg Holness attend this workshop on behalf of CSCE. Rob Barakat seconded the motion and it was unanimously voted by the Board.

10. Adjournment – The meeting adjourned at 5:52 p.m. The next Board meeting is scheduled for Wednesday, November 19, 2008 in the Constitution Room at Central Connecticut State University.