

MSPE EXECUTIVE COMMITTEE MEETING

April 04, 2008

Jefferson City, Missouri

MINUTES

CALL TO ORDER - President Ronald A. Kadane, P.E. called the meeting to order at 10:15 a.m.

ATTENDEES - Executive Director/Secretary Bruce A. Wylie noted the following officers and staff in attendance:

President Ronald Kadane, P.E.

Executive Director/Secretary Bruce Wylie

President-elect Charles Powell, P.E.

Director of Operations Cherie Bishop

Vice President Benjamin Ross, P.E.

Director of Membership Marla Day

Treasurer Britt Smith, P.E.

Past President Ronald Zitterkopf, P.E.

Board of Directors Rep. Kurt Higgins, P.E.

Board of Directors Rep. Kevin Rohner, P.E.

NSPE HOD Rep. Fred Palmerton, P.E.

APPROVAL OF MINUTES - Wylie reported that the January 25, 2008 Executive Committee Meeting minutes were approved by mail ballot and filed with minor changes noted.

PRESIDENT'S REPORT – President Kadane reminded the Executive Committee that the next PE Ceremony will be held on Friday, April 18, 2008 and he encouraged everyone to attend.

Amount Due to NSPE – A **motion** was made by Kurt Higgins, P.E. and seconded by Charlie Powell, P.E. for MSPE to pay NSPE \$6,000 over the next three budget years starting in 2008-09. The **motion** passed unanimously.

Awards – NSPE Fellow Nomination Received for Consideration – There was discussion on a Missouri member that was recommended from a national practice division for NSPE fellow. Most of the Executive Committee was not quite sure that this member's activities measure up to what the state feels that the NSPE fellow nomination should reflect. No action was taken due to the fact that the deadline for this award had already passed when the request was made.

EXECUTIVE DIRECTOR'S REPORT

Staff Activities Report – Wylie asked the Executive Committee to review handout.

Chapter President's Input – Wylie reported that no requests were received from Chapter Presidents.

Legislative Activities – Wylie highlighted legislative proposals of interest as part of a handout updated with the legislative activities of MSPE and ACECMo.

Audit Proposal from Evers & Co. – The audit proposal was reviewed. The cost and frequency of

an audit was discussed. It was agreed that if an external review was not done, an internal audit should be conducted, with an external audit done on a periodic basis. President Kadane and Kevin Rohner, P.E. will draft a policy on internal/external reviews for email vote by Executive Committee by end of fiscal year.

FINANCIAL REPORT

Treasurer Britt E. Smith, P.E. reviewed the March 31, 2008 year to date financial report. He also reviewed projected year-end figures which put MSPE into a deficit picture if membership numbers don't improve in final quarter. A **motion** was made to accept the report, seconded and passed.

2008-2009 Draft Budget Discussion – A **motion** was made by Higgins to present a \$17.00 dues increase for the next fiscal year and 3% per year automatic increase (rounded to even dollar amount) thereafter to the Board of Directors. This **motion** was seconded by Powell. **Motion** passed unanimously. It was decided that there needs to be supporting documentation to give to Board of Directors and to educate the membership. A memo will be drafted and sent from President Kadane to the state directors. It was decided that there needs to be a “MSPE champion” outside the Executive Committee – past presidents like Brad Parrish, Mike Meyers, Fred Palmerton, Bill Clarke, Marie Collins, etc. The Executive Committee members also need to contact their chapter’s state directors to make sure they understand the need for the increase before they arrive in St. Louis on June 21, 2008. Two different draft budgets will need to be made, one with the dues increase and one without.

MSPE Task Force/Committee Reports and Action

Annual Convention Committee Update – President Kadane & Cherie Bishop updated the Executive Committee on the status of the convention. The main focus right now is identifying hot lists for fund raising and wrapping up speakers.

Membership Status Report – Marla Day asked the Executive Committee to review the four handouts provided that hopefully will provide a better picture of where the society stands regarding membership numbers. It is apparent that MSPE needs to do something to recruit more members as we are on a steady decline. Day will follow up with a sample of the dropped members to see if anyone from the chapters has contacted them and try to find out why they did not renew. Wylie informed the Executive Committee that MSPE and ACEC have contracted with an external association consulting firm that will be reviewing membership activities for both groups and provide best practice suggestions. The cost for this is \$750.00 for each association and is an investment in our future.

OLD BUSINESS

Revisions to MSPE Bylaws – Reviewed draft changes coming from the Bylaws Committee with additional changes suggested by staff. Executive Committee members added additional comments and further changes will be forthcoming before we send out to the board of directors.

NSPE House of Delegates Missouri Representative – Fred Palmerton, P.E. is eligible to continue for two more years and agreed to do so. This decision was approved unanimously by the Executive Committee.

North Central Region NSPE BOD Representative – On the next conference call, April 11, 2008, it is anticipated to finalize Mike Meyers, P.E. will be named as being the North Central NSPE BOD Representative.

2008 MSPE Hall of Fame Candidates – Charlie Zurheide, P.E. is the only candidate. He will be a elected posthumously.

NEW BUSINESS

Ron Zitterkopf, P.E. reported that the Nominating Committee met on Monday, March 31st and selected Kurt Higgins, P.E. as the Vice President nominee for the 08-09 year.

President Kadane received a letter from the SAVE coalition requesting that MSPE appoint someone to serve on the board of directors. An article will be placed in the ME and on the website.

The next Executive Committee Meeting will be held on June 19, 2008 at the Sheraton Westport Plaza Hotel, St. Louis, MO.

ADJOURNMENT – President Kadane adjourned the meeting at 2:00 p.m.

Minutes Respectfully Submitted,

Date Approved

Bruce A. Wylie, Executive Director, Secretary