

**North Dakota Society of Professional Engineers  
63rd Annual Meeting  
March 26, 2004  
Ramkota Inn, Grand Forks, ND**

President Don Andersen called the 63<sup>rd</sup> Annual Meeting of the North Dakota Society of Professional Engineers to order on Friday, March 26, 2004 at 8:00 A.M. There were 25 members present and guests present were: David Ennis from Manitoba, Dennis Paddock from Saskatchewan, and NSPE Representative Terry Foster.

Grand Forks Mayor Michael Brown and East Grand Forks Mayor Lynn Strauss welcomed NDSPE members to the community for the 63rd Annual Meeting.

**President's Report-** President Don Andersen's written report is attached. Don highlighted the meetings he attended, NSPE winter meeting in San Francisco, CA, summer meeting in San Antonio, TX and the meetings in Manitoba and Saskatchewan. Don concluded his report by expressing his appreciation as being President of NDSPE.

**President-Elect Report-** President-elect Gary Doerr's written report is attached. Gary commented that attending the NSPE meetings has given him the chance to meet many people and learn more about NSPE. Gary attended the North Central Regional meeting in Bismarck and encouraged others to attend a regional meeting. The next regional meeting will be held in Minnesota September 9-10, 2004. Gary also attended the winter meeting in Washington DC. A consensus congress was held which focused on which programs to continue and which to discontinue. NSPE has developed a task force to look at these issues. Several states expressed concern about vitality of their state.

**Executive Secretary's Report** – Mary Nelson's written report is attached to these minutes. Mary reported NDSPE's account balances, checking account: \$1,093.03, savings account: \$14,072.67, Certificate of Deposit: \$8,145.89. Total net worth is \$23,311.59 as of 3/22/04. The CD will mature on 11/24/04 with a 1.4% interest rate.

Membership as of 3/22/04 consisted of 170 licensed members, 57 members, and 11 student members totaling 238. Membership numbers reflect a decrease of 25 from last year.

**ND State Board Of Registration-** Gary Arman, member of the Board of Registration reported that the implication of continuing education begins on January 1, 2005. The first report will be due to the Board of Registration with the 2007-08 renewal. In a 2 year period registrants are required to have 30 PDH's. The 2 complaints the Board is hearing are: "Why do we need it?" and "Why so many hours?" The bottom line is to benefit the clients and the public. A PDH is equal to one hour of continuing education. One CEU is equivalent to 10 contact hours of presentation. ACET is acceptable CEU by the ND Board of Registration. 15 PDH's can be carried over into the next biennial period. Dual registrants need a minimum of 10 technical PDH's in land surveying and 10 technical in engineering, and can have a maximum of 10 non-technical PDH's. The Board of

Registration recommends keeping records in a log, a certificate if provided and any brochures from the sessions attended. Specific information is required. In-house training is acceptable, documentation must be provided by the firm. Registrants must keep records for 4 years from the date of filing with the Board of Registration. The Board of Registration has final approval of all PDH credit. Qualifying activities include college courses, interactive activities such as seminars, corporate sponsored programs, video taped on-line courses with a test, teaching credit for short courses, published papers, articles and books, active participation in professional and technical societies and patents. Audits will be done randomly. Approximately 10% of registrants will be audited. Exempt registrants are those serving active duty in the armed forces, retired status, illness, physical disability and voluntary registrants.

Discussion followed and many questions were asked regarding what will or will not qualify for PDH's. Each situation will have to be reviewed on a case-by-case situation. It was recommended that the same presentation be repeated at the next annual meeting because there will be additional questions next year. Candie Robinson spoke briefly about the activities at the Board office.

**Saskatchewan Report** – Dennis Paddock from the Association of Professional Engineers and Geoscientists of Saskatchewan highlighted the activities in Saskatchewan.

**Manitoba Report** – David Ennis from the Association of Professional Engineers and Geoscientists of the Province of Manitoba highlighted the activities in that have taken place in Manitoba.

Dr John Watson from UND and Dr. Don Andersen from NDSU discussed the curriculums at the universities.

**Membership Trends-** Kevin Nelson presented trends on membership since 1996. Membership peaked in 1998 with 386 members and has gradually decreased to 38% loss to date. The greatest loss has been in student membership. Possible reasons for the drop may be due to Monte Phillips retirement from UND and Bismarck State College decrease in involvement as well. The key is to capture the students. Dean John Watson and Jay Kleven have committed to meeting with the students. Scott Zainhofsky and Kevin Nelson are planning to visit BSC, too.

The meeting recessed at noon. Terry Foster NSPE Representative spoke during the noon luncheon about NICET.

A tour of the ND Museum of Art-“Snow Prisons” followed from 1-3 pm.

The meeting reconvened at 3:00 pm with a presentation by Craig Musselman on the ASCE Body of Knowledge.

**Nominations Committee Report** - The report of the Nominations Committee is attached to these minutes. The Nominations Committee submitted the following candidates for nomination to elected offices for NDSPE in 2004-05:

President	Gary Doerr	Chapter 3
President-elect	Bruce Dockter	Chapter 1
Vice President	Gregg Thielman	Chapter 4
Secretary Treasurer	Kevin Nelson	Chapter 3

President Don Andersen asked for other nominations from the floor.

**Roger Kluck moved to close and cease nominations and a unanimous ballot be cast for the slate of officers for 2004-2005 as presented by the Nominations committee. Motion seconded by Dean Weiland and carried.**

An announcement was made that the Chandler Award Breakfast and the Education Foundation Breakfast will be held on Saturday morning at 7:30 a.m.

The meeting adjourned at 4:50 pm

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President Don Andersen, reconvened the NDSPE Annual meeting at 8:40 a.m. on Saturday, March 27, 2004.

**Awards Committee-** The Awards Committee presented **Lawrence Woodbury** with the **Chandler Award**. Lawrence was not able to attend the banquet on Friday evening to receive the award. The following awards were presented at the banquet on Friday, March 26, 2004 as follows:

**2003 Young Engineer of the Year Award- Tom Neigum, Chapter 3**

**Outstanding Design Award for 2003**

**Cass County Electric Cooperative, Inc., Fargo, ND for the design of Distributed Generation as a Solution to Demand Waiver Heating Loads**

**Approval of the minutes-**

**Tom Little moved that the minutes of the 2003 Annual Meeting of NDSPE be approved as presented. Motion seconded by Roger Kluck and carried.**

**Education Foundation Report-** A written report is attached to these minutes. Steve Smith reported that the Education Foundation Board met the morning of Saturday, March 27, 2004.

The Education Foundation officers are as follows for 2004-2005:

President	Dean Wieland
Past President	Jeff LeDoux
Vic President	Roger Kluck
Secretary/Treasurer	Kevin Nelson

The Education Foundation assets total \$38,881.92, \$38,279.51 are restricted funds and \$602.41 are unrestricted funds. The unrestricted funds consist strictly of interest income. The Education Foundation has 5 CD's with the intent to earn 1.3 to 2.0% interest.

The Foundation has approved distributing \$250.00 to each University for scholarships. The Education Foundation has \$600 to award in scholarships to the Universities for 2004.

Dick Anderson sent a letter to companies soliciting firms to commit to a contribution of \$500 a year for NDSPE Educational Foundation. Houston Engineering, Ulteig Engineers, Kadrmas Lee & Jackson and Moore Engineering have committed to an annual contribution to the Foundation. Kevin Nelson thanked the firms for their support.

**Ray Rolshoven moved to accept the Education Foundation financial report as presented. Motion was seconded by Dean Wieland and carried.**

**Budget Committee Report-** Bruce Dockter, Budget committee chair, presented the budget for and 2004-2005. Bruce noted that the budget reflects a loss in members every year, in order for revenue to increase; an increase in members will be necessary.

**Bruce Dockter moved that the proposed budget for 2004-2005 be approved as presented. Motion seconded by Roger Kluck and carried.**

**Constitution, Bylaws and Ethics Committee Report** – Kevin Nelson commented that Constitution amendments must be to the membership 14 days before the Annual Meeting.

The recommended changes to the Constitution are as follows: add Fellow Membership Grade to the membership classes, change practice sections to practice divisions and change the position of Chairman to Chair.

**Kevin Nelson moved to accept the Constitution amendments as presented in the Newsletter. Motion seconded by Tom Little and carried.**

The following change was recommended to the bylaws: to add the Membership Director to the Board of Directors. Scott Zainhofsky has currently held the position.

**Ray Rolshoven moved to approve the changes to the bylaws as presented in the Newsletter. Motion seconded by Jay Kleven and carried.**

**Roger Kluck moved to nominate and unanimously elect Scott Zainhofsky as Membership Director to the Board of Directors. Motion seconded by Gary Doerr and carried.**

The term for the Membership Director is a 2-year term, elected on the odd year.

**Education Committee Report-**Chairman Dick Anderson's written report is attached to these minutes. Each of the committee members individually continued to work with the students to promote engineering and encourage involvement. The committee members also continued to encourage the members and corporations to contribute to the Education Foundation.

**Mathcounts Report-** no report available. Mathcounts had requested to approve another staff member and asked for financial support. Mathcounts has found a volunteer for the position and no longer are looking for approval and financial support.

**Publications Committee-** A written report by Don Andersen, chairman is attached to these minutes. Don commented if anyone is interested in being the newsletter editor let him know. The *Professional Engineer* is published and distributed twice a year, one before the annual meeting and one following the meeting. The newsletter will also be published on the website.

**Public Relations Committee-** Chairman Gary Doer reported that the committee's main responsibility is to submit news releases to the newspapers. Gary commented that he would write articles listing the award recipients and state officers to be submitted to the Chapter Presidents who will then have it submitted into the local newspaper. Gary's written report is attached to these minutes.

**Professional Relations Committee-** Chairman Dean Wieland listed the committee members: Lon Aune, Tom Crary, and Jim Fristad. The main duty of the committee is to work with other professional organizations and associations on subjects or problems that are of mutual interest to the entities.

**Legislative Committee Report-** No report available, Legislature was not in session this year.

The Annual Meeting recessed at 9:20 am for a break, the meeting reconvened at 9:45.

**Chapter 1 Report** – Jay Kleven, Chapter 1 President listed the slate of officers for Chapter 1 as follows:

Jay Kleven-President  
Nate Weisenburger- President-elect  
Mark Lambrecht-Vice President  
Chuck Moneke-Treasurer  
Debby Jacklitch-Secretary

The chapter has continued to offer continuing education programs at their chapter meetings some of the topics that have been presented are micro turbines, sales tax increase and naval construction. Chapter 1 has hosted 2 of the 3 on-line seminars offered

from NSPE, with great success. 38 people attended the 1<sup>st</sup> one and 25 attended the 2<sup>nd</sup> one with revenues of \$300-400 and also received some publicity from it as well. The chapter will offer a seminar on cold weather concrete. Nomination and election of officers will take place along with a picnic in May.

**Chapter 2 Report** – Roger Kluck, Chapter 2 President did not have anything to report.

**Chapter 3 Report-** Tom Neigum, Chapter 3 Vice-President reported that Chapter 3 has had a speaker at all the chapter meetings. Chapter 3 had a very successful e-week banquet resulting in a 50% increase in attendees. The Chapter has a project management presentation planed in April and a picnic in May.

**Chapter 4-** Troy Vareberg, President-elect reported that Chapter 4 toured Cass County jail for one of their meetings. Troy mentioned that Chapter 4 submitted Cass County Cooperative for the outstanding design award. Chapter 4 had an e-week banquet in February and will have a picnic in May.

**Membership Committee-** a brief discussion took place regarding the importance of recruiting and retaining PE's into NDSPE.

President Andersen announced the 2005 Annual meeting is to be held in Fargo. Don thanked chapter 1 for hosting a successful annual meeting and extended a thank you to all the guests that attended the meeting.

A roundtable discussion followed called "Engineers and Architects-Friends and Foes"

The Annual Meeting was adjourned at 11:10 AM on Saturday, March 27, 2004.

Respectfully submitted,

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Mary B. Nelson  
Executive Secretary

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Kevin G. Nelson, P.E.  
Secretary-Treasurer

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