



North Dakota Society of Professional Engineers
A State Society of the
National Society of Professional Engineers

North Dakota Society of Professional Engineers
Board of Directors Meeting January 17, 2008 – Conference Call

- 1. Call to order:** The Board of Directors of NDSPE held a Conference Call January 17, 2008 at 12 Noon. President Michael Gunsch called the meeting to order. Present were:

Officers: Michael Gunsch – President,
Brad Schmidt – Vice President
Jay Kleven – President Elect & Chapter 1
Gregg Thielman – Past President
James Landenberger – Secretary/Treasurer
Kevin Nelson – National Delegate

Chapter 1: Brian Weiss
Chapter 2: Tom Atkinson
Chapter 3: Cory Chorne
Chapter 4: Tracy Eslinger
Board of Registration: Cliff Keller (joined at ~12:30)
Secretary: Mona Hurt and Nancy Buechler, Personalized Management Services

James noted that a quorum was present.

- 2. Adoption of Agenda with the following additions:**

- a. Student comments
- b. Email lists
- c. NDSPLS Convention
- d. Gary Arman Life Membership

Brad moved to approve the agenda with the additions, Cory seconded. Motion carried.

- 3. Approval of Minutes from September 22nd, 2007:** Kevin Nelson questioned if Item 4 was taken care of, *Michael stated he would take care of it, which includes preparing a recognition letter and purchasing the gift card.*

Kevin moved to approve the minutes, James seconded. Motion carried.

- 4. Executive Secretary Report:** James provided the Executive Secretary report noting that the report section at NSPE was down.
- 5. Treasurer's Report:** Mona provided the balances on the Checking (\$1,604.17), Savings (\$6,793.47) and CD (\$8,912.60). A question was raised as to whether Personalized Management Services was bonded. This was addressed in the contract provided by Personalized Management Services and they are bonded. James said he would take care of the CD at the end of February when it matures.

Jay made a motion to approve the treasurer's report as presented. Tracey seconded. Motion carried.

6. Chapter Reports:

Chapter 1: Jay stated they are continuing with the student outreach at the University.

Chapter 2: Tom Atkinson stated they are in a transition stage. Roger Kluck is looking at taking over as President.

Chapter 3: Cory noted that they are focusing on E-Week, hosting a Partnership with Science and Widget Contest in Early Feb. They are also working with BSC on scholarships. Cory will also go on KFYR TV's noon program to discuss the projects.

Chapter 4: Tracy reported they are at 96 members, up from 70. They hosted pizza for the EIT Examination and sent out scholarships. E-Week is scheduled for February 17th – 23rd with MathCounts the week before, and they will be hosting a toothpick bridge event. The Annual Banquet will be Friday, Feb. 22nd where awards will be presented.

Michael noted that Feb. 6th is the Burleigh-Morton Chapter MathCounts event and the State MathCounts Competition will be held March 10th in Bismarck.

- 7. Practice Division Reports:** Michael discussed reactivating Practice Division reports at the Annual Meeting. Michael noted that Tom Little, Mandan City Engineer has retired and he is not sure if he is still interested in serving as the representative for the Professional Engineers in Government (PEG). This issue will be addressed at the Annual Meeting. Considering the signing of the NDDOT Enterprise Agreement this may be an opportunity for someone from the NDDOT to assume that role.
- 8. House of Delegates:** Kevin Nelson noted that he is looking for a successor for him to the NSPE House of Delegates. *Tom Neigum's has been discussed as a potential candidate. His name should be forwarded to the Nominations Committee.*
- 9. Board of Registration Update:** Kevin reported the Board of Registration has the new website up and running. It will have a searchable data base. He noted that there has been some indications that there are those who believe changes in the Administrative code and Century Code should be considered regarding the appointment of members. This would potentially allow organizations such as ACEC to have more input in the appointment process. The Board does not intend to initiate any legislation this session but will work with societies if they do. There was also discussion on the language on surveyors and easements in the administrative code but felt it was too onerous to change. Discussed the meeting on February 12th and invited everyone to attend, it will be at the Board of Registration office in Bismarck. They will also be planning a meeting in Fargo to discuss licensure of Faculty and that will also be an open meeting. The meeting in Fargo is tentatively scheduled for April 3rd or the first day of our Annual Meeting. *Michael asked if Jeff Volk was aware of the potential changes to Century Code and requested Kevin to forward the information for consideration by the Legislative Committee.*

Jay asked about the Board of Registration appointments, Kevin stated at this time they are not concerned about where the names come from, however if we open part of the Century Code for debate we risk the fact that the legislature or others may push for having public members becoming part of the board. This is topic has arisen before, and it is preferable not to raise the issue if it is not necessary.

10. Old Business

- a. **NDDOT Enterprise Program:** Michael noted that he has the signed NDDOT agreement in hand. The NDDOT is in the process of selecting 10 members for membership. Kevin questioned if we should send it now or wait until we have the National Members. *Michael stated he will send a letter to NSPE noting it was signed, with a caveat that more information will follow once we know who the new members are. He will also send a copy of the letter Bill Miller, NDSPE Past President, who came to North Dakota to assist in this agreement, as well as to Bradley Aldrich and Bernard Berson, NSPE President.*
- b. **Jets Teams Funding:** Noted the check supporting the NDSU event was sent.
- c. **APEGM Annual Meeting:** Jay stated he was unable to attend – no report.
- d. **Updates to NDPSE Summary of Activities:** *Michael requested that if anyone had any local additions to this summary should provide them to Mona. This summary will be posted on the website and should have a summary of Chapter events as well – everyone was previously forwarded a copy.*

11. New Business

- a. **President's Report:** Michael noted that all the Committee's established.
 - **Bylaws & Operating Procedures and Ethics Committee:** Gary Arman Chapter 3 is Chairman. Michael discussed the concerns voice regarding Procedure 9 on discipline as far as NDSPE's responsibilities versus that of the Board of Registrations. Kevin noted that membership complaints should not deal with licensure, but if they do then the Board of Registration may need to be involved. Michael felt the complaint process is currently unclear and needs to be clarified in the Bylaws. This issue will be addressed by the committee.
 - **Awards Committee:** Brad Schmidt, Chapter 4 is Chairman. Discussed the notice on the Chandler Award. This is a State Award and it was felt the nominations should not be announced at the Chapter level for various

reasons. The committee will discuss and provide recommendations to the membership.

- **Audit/Budget:** Dale Heglund Chapter 3 is Chairman. They have discussed setting up the schedule to take care of the audit prior to the Annual meeting. Kevin stated the audit needs to be completed at least 2 weeks before the annual meeting. Kevin noted that it was imperative that if there were no anomalies with the budget it should be published due to the hiring of a new Executive Secretary. Discussed the 501©3 Transition for the MathCounts Program; however, little work has been done on this yet.
 - **Nominations Committee:** Gregg Thielman Chapter 4 is Chairman. Noted that the names need to be submitted to the Secretary/Treasurer 45 days before the Annual Meeting submitted and to the membership two weeks to prior to the annual meeting. We need at least 3 names to be submitted for the Board of Registration.
 - **Publications Committee:** Don Andersen Chapter 4 is Chairman. Don stated he is looking for direction on where we are going with the newsletter i.e., electronic versus paper. Michael noted he would like to see electronic version, however we would send paper if it was requested by the member. Don will gather the information for the newsletter and forward it to Mona to who will prepare the document for electronic transmittal. Discussed the deadline for the next newsletter. The Chapter typically sends out the invite for the annual meeting, registration paperwork, the newsletter, and election information, etc. **Deadline for all newsletter articles will be March 10th – it will be e-mailed on March 17th.** It was the consensus of the Board to send out a postcard to all members stating that if they want a paper copy, they must request it.
 - **Professional and Public Relations Committee:** Wayne Reitz, Chapter 4 is Chairman.
 - **Education Committee:** Jerry Bentz, Chapter 4 is Chairman.
 - **Membership Committee:** Jay Kleven Chapter 1 is Chairman. They are working on a member survey to gather information.
- b. NSPE PP 168 Education Policy, Webinar:** Jay and Brad attended. Brad noted he had sent out notes on it. Jay stated he hasn't heard any follow up yet from the comments. There is strong support for the B-30 initiative but formal implementation hasn't happened yet. Brad stated he has concerns that the Department of Labor doesn't recognize Engineers as a formal profession. Michael asked Kevin if there is a value for NDSPE to create a formal position statement and sending it to National. *Discussion was held on passing a resolution at the Annual Meeting and taking it to National. It will be placed on the Board agenda for consideration.*

- c. **Annual Meeting:** April 2, 3 and 4th, 2008
- **National Officer Participation:** It was noted that the Vice President of National will be attending (Brad Aldrich). Tracy stated that at this time 8 PDH's will be offered on Thursday morning, afternoon and Friday morning. There may be an afternoon session on Friday; however that hasn't been confirmed yet. *Tracy will give the tentative agenda to national for the officer attending. At this time is anticipated it will be Bradley Aldrich.*
 - *Michael requested that all board reports be available and published in formal meeting booklets along with the Annual Meeting Schedule. Michael will get the deadlines sent to the committees for the booklets.*
 - *Discussed sending out a pre-notice for the conference. Mona and Mike will work on sending out the postcards and an advance e-mail so our members can begin planning their schedules.*
 - *A draft annual meeting schedule will be sent to the BOD for their consideration and addition of topics, as deemed necessary.*
 - There was discussion regarding contact with the Minnesota Chapter, Mary Detlaf; that expressed an interest in knowing about our annual meeting and the opportunity for its members to attend the meeting or Educational Sessions. *Tracy will contact them to inform them as to what might be available and discuss the option of obtaining a mailing list from them to send out invitations to the Annual Meeting.*
- d. **Student Members:** NSPE had sent out an email asking about student chapter lists. Brad and Jay put information together which was forwarded to National. Michael noted he had also forwarded it to several Committees. Noted that Chapter 3 has seven (7) student members. Cory stated that at one time Dave Sagsveen was a liaison for the student members and discussed revisiting having a liaison to work with them This topic will be discussed at the next Chapter 3 meeting.
- e. **Email List:** Michael discussed requests for membership e-mail lists. It was the consensus of the Board that notices will be sent out noting that we will not provide email lists. The state office will be working on developing Chapter e-mail lists, which will be subsidized by secondary local e-mail lists for local contacts. A third list will be developed utilizing dropped members so that they can be tracked independently from active members.
- f. **NDSPLS Convention:** Michael noted he was unable to attend the NDSPLS convention and asked for volunteers to attend. Kevin asked that we reciprocate and invite their President to our meeting. Tracy will follow up on with and will also invite the NDSL P President.
- g. **Gary Arman Life Membership:** Michael noted that Gary Arman's records have been reviewed and he has met the requirements for NSPE Life Membership. **Kevin**

Nelson moved to approve Gary's Life Membership, James seconded. Motion Carried. *Michael will write the letter to National approving his status.*

12. Other Business: Brad noted that he notified Jen Einrem of her eligibility for the National NSPE Young Engineer of the Year Award, but she hasn't responded yet. Brad also noted that the Chandler Award nominations and recommendation will be forwarded to the Board. There is not a specific form for this award; you just need to include pertinent or relative information. Kevin discussed the DVD he received from National that is targeted for Junior High to High School Students. The DVD is called "Professional Engineers – Building a Career, Making a Difference" it can be ordered through marketing@ndspe.org. Michael stated he would like to see a list of the things we are doing to present our profession to schools such as presenting DVD's. This information would be forwarded to the Education Committee.

Next Meeting: Discussed having one more meeting prior to the Annual Meeting – Conference Call meeting was tentatively scheduled for **Tuesday, March 11th**.

13. Adjourn:

With no further business, the meeting adjourned at 1:50 p.m.

Note: Italicized areas are action items to be completed as indicated

Respectfully Submitted,



Mona Hurt
NDSPE Executive Secretary



James Landenberger
NDSPE Secretary/Treasurer