

**North Dakota Society of Professional Engineers
Board of Directors Meeting
April 7-9, 2005**

1. **Call to order** – The North Dakota Society of Professional Engineers Board of Directors meeting was called to order on April 7, 2005, at 5:05 p.m. by Gary Doerr, President. Present were Gary Doerr, President; Bruce Dockter, President-elect; Gregg Thielman, Vice President; Don Andersen, Past President; Kevin Nelson, Secretary-Treasurer; Nate Weisenburger, Chapter 1 President, Dale Heglund Chapter 3 President; Troy Vareberg, Chapter 4 President; Thomas Little, PEGG Chairman; Jay Kleven proxy for Nate Weisenburger and Mary Nelson, Executive Secretary. The Secretary declared a quorum, allowing the business meeting to commence.

2. Introductions

3. **Adoption of the Agenda** – President Doerr presented the agenda. Item 12a Travel Schedule noted that President Elect Bruce Dockter will not be able to attend the Saskatchewan Annual Meeting, Gregg Thielman will be attending instead.

Don Andersen moved to approve the agenda as amended. Tom Little seconded and carried.

4. **Approval of minutes** – the minutes of the previous teleconference meeting held February 24, 2005 were distributed via mail and reviewed.

Kevin Nelson moved to dispense with reading of the minutes and approve them as presented. Motion seconded by Tom Little and carried.

5. **Treasurer’s Report** – the financial report was distributed for FY 2003-2004. Mary Nelson pointed out that the regional meeting line item in the budget report reflects a profit of 1017.37 from the North Central Regional meeting held in Bismarck in September 2003.

Mary Nelson presented the account balances as of April 6, 2005 as follows:

Checking	\$1,017.62
Savings	\$12,416.03
Certificate of Deposit	\$8,258.53
Total net worth	\$21,692.18

Kevin Nelson moved that the Treasurer’s & Executive Secretary report be approved as presented. Motion was seconded by Dale Heglund.

Jay Kleven inquired about the Mathcounts line item. Kevin Nelson explained that Mathcounts is a pass-thru item.

No further discussion, motion carried.

- 6. Membership Director's Report-** Kevin Nelson presented the membership report on behalf of Scott Zainhofsky. NDSPE continued a downward trend in membership for 2004-2005 with a loss of 3 members from the previous year. The trends show loss in students, followed by a loss in EIT, followed by a loss in PE's. 1998 there was a strong student membership due to Monte Phillips at UND. Now there seems to be hard to get students to join.

Candi Robinson from the Board of Registration is going to provide Kevin with the data as to how many PE's & EIT's there are in the ND so he can compare how many are members of NDSPE.

NDSPE is also starting to see an increase in life members. Richard Anderson and Jerome Borgen were approved at the last Board of Directors meeting as life members. Retired members must work less than 20 hours to qualify for retired status.

Tom Little moved to accept the proxy membership report as presented. Motion seconded by Bruce Dockter and carried.

Kevin will present the report to the general membership at the Annual meeting.

7. Committee Reports

- A. Awards Committee-** The awards committee has decided on recipients for the Young Engineer, Design Award and the Chandler Award. The Chandler Award winner's name was given to the Executive Committee and approved in advance.
- B. Budget Committee-** Bruce Dockter, Budget Committee Chairman presented the budget. The budget will be presented to the general members on Saturday morning at the Annual meeting for approval.

Kevin Nelson moved to accept the budget report as presented. Motion seconded by Don Andersen and carried.

Kevin Nelson added that legislation is budgeted every other year, and to balance out the budget it was decided to send the Executive Secretary to the NSPE winter meeting on the off year.

- C. Constitution and Bylaws Committee-** Kevin Nelson suggested that the Constitution & Bylaws committee be directed to develop duties for the membership director position.

Kevin Nelson moved to forward the duty to develop a list of position duties and requirements for the membership director. Motion was seconded by Tom Little and carried.

Regional Vice President Kevin Nelson advised the Board that NDSPE will more than likely need to have a delegate to serve on the House of Delegates for NSPE. This person may need to be in place by January 1, 2006. This position will add another line item to the budget.

Tom Little suggested that the Board recommend to the general membership to chose this individual either by the Board or by the general membership through ballot.

Jay Kleven recommended the position be an elected position by the general membership from a list of names set forth by the nominating committee.

Another recommendation is that the first two-year term be an appointed position and after that the nominations committees present a candidate to be voted upon by ballot for future terms.

Tom Little moved to pose to the general membership, the Board of Directors appoint Kevin Nelson as the Delegate for NDSPE for the first tow-year term. Motion seconded by Gregg Thielman.

Tom Little moved to amend the motion to include that the Constitution & Bylaws committee be directed to draft a procedure to elect the Delegate for the NSPE House of Delegates. Amended motion seconded by Gregg Thielman and carried.

D. Education Committee-Chairman Dick Anderson continues to stay in contact with several engineering firms that make contributions to the Education Foundation. Some of those firms are Moore Engineering, KLJ and Houston Engineering

Gary Doerr commented that he received an award on behalf of NDSPE from the NDSU Education Foundation for contributing over \$20,000. Don Andersen recommended the award be displayed in the office of the NDSU Dean of Engineering & Architect.

E. Nominations Committee – Don Andersen, Chairman presented the Nomination Committee report as follows:

President	Bruce Dockter	Chapter 1
President-elect	Gregg Thielman	Chapter 4

Vice President	No nominee, recommend nominations from the floor	
Secretary Treasurer	Kevin Nelson	Chapter 3
Membership Director	Scott Zainhofsky	Chapter 3
Board Of Registration	Brian Poykko	Chapter 1
	Wayne Reitz	Chapter 4
	Kevin Nelson	Chapter 3

Kevin Nelson moved that the Nomination committee report be approved as presented. Motion was seconded by Gregg Thielman.

Scott Zainhofsky would like to continue as membership director. As a side note this is not an election year for Secretary/Treasurer.

No further discussion, motion carried.

- F. Publications Committee-** Chairman Don Andersen reported that the Newsletters was sent out 2 times this year. Don stated that Kevin Nelson publishes the newsletter on the website.

Tom Little moved to accept the publications report as presented. Motion carried by Kevin Nelson and carried.

Kevin Nelson recognized and acknowledged Don for his commitment and dedication to the Newsletter.

Discussion followed regarding the idea of sending the Newsletter via e-mail, would be a great savings in the publishing expense.

- G. Public Relations Committee-** Chairman, Dale Heglund reported he sent the news releases to each of the Chapter Presidents to send to their local newspapers. Dale stated that Chapter 3 promoted engineering locally by placing a 1/2 page ad in the newspaper during E-Week.

Kevin Nelson moved to accept the Public Relations report as presented. Motion seconded by Tom Little and carried.

- H. Membership Committee-** report covered earlier in the Membership Director's report. Houston Engineering is the first firm to become part of the enterprise membership program. Bartlett & West Engineers has recently committed to the program.

- I. Legislative Committee-** written report is attached. Kevin Nelson presented the report on behalf of Chairman, Ron Rebebitsch. AGC is trying to prevent architects and engineers from becoming project

engineers. It was decided in committee to go into an interim study process.

Tom Little inquired about SB 2116 electronic signatures. This bill pertains to lawyers, not engineers, although the Legislative committee tracked in case it did apply to engineers.

Gregg Thielman moved to approve the Legislative Committee report as presented. Motion seconded by Tom Little and carried.

J. Professional Relations Committee- Chairman, Dean Wielend had communicated to Bruce Dockter that there was not any activity in this committee.

8. Practice Sections

- A. PEPP-** No report.
- B. PEE** –Chairman, Don Andersen commented no report
- C. PEG-** Chairman, Tom Little commented no report.
- D. PEI-** No report.

Meeting recessed at 6:40 p.m.

Respectfully submitted,

Mary B. Nelson
Executive Secretary

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