

**CEAM BOARD OF DIRECTOR'S MEETING  
January 25, 2018  
Queen Anne's County, Maryland**

President Todd Mohn called the meeting to order @ 11:00 a.m. with the following members in attendance:

1st Vice President Erv Beckert  
2nd Vice President Danielle Conrow (can't attend)  
Immediate Past President Scott Flanigan  
Secretary: Mike Warring  
Treasurer: Greg Africa

Directors: Mark Bodmann, Jay Price (can't attend), Dallas Baker (can't attend), Doug Levine, Scott Kearby (can't attend), Tim Cupples, and Justin Acacio

Education Committee Chairman, Jeremy Cooper

Past Presidents: Mike Moulds '14; Mark DeLuca '15; Ed Plank '10; Ed Adams '04;

Approval of Minutes: A draft copy of the minutes for the 1/25/18 meeting was distributed to the Board Members electronically by Mike Warring on 2/20/18. A motion to approve the minutes was made by Erv Beckert that was then seconded by Mark Bodmann, motion approved.

Treasurer's Report: Greg Africa - (see Attached)

**Treasurer's Report**

- \$90,538.34 current balance
  - Includes \$35,000 reserve
- \$20,000 is budgeted for the Scholarship
  - \$16k Morgan State
  - \$4k Scholarship fund
  - Scholarship committee asked for an increased contribution of:
    - \$32k Roger Willard Scholarship that the Scholarship Committee controls
    - \$22k will be contributed by CEAM (from the original budgeted amount)

Motion to approve treasurers report: Scott Flanigan

Second: Erv Beckert, motion approved.

Motion to spend an additional \$2k to go to the Scholarship fund beyond what was on the approved budget: Erv Beckert

Second: Scott Flanigan, motion approved.

Secretary's Report: Mike Warring - There were six new "County Member" applications received since the last BOD meeting. The names of the applicants are as follows:



## *County Engineers Association of Maryland*

4/22-4/26 Annual NACE conference is in Wisconsin 4/22 thru 4/26

Motion to cover the approximate \$2,000 expense for Mike Moulds to attend the conference: Erv Beckert, Seconded by Scott Flanigan, Motion approved.

SHA Liaison Representative: Tim Cupples -

As a follow-up from the December meeting held at the MACo conference, there was discussion with SHA Administrator Greg Slater about inviting all of his District Engineers to join CEAM. Tim Cupples offered to draft a letter on behalf of CEAM to send out to the District Engineers extending this invitation.

MDQi Liaison: Mark Deluca -

CEAM has a session planned for autonomous vehicles to relate the impact to local governments

In the future, we should pick one of our projects and highlight in a session

Education Committee: Jeremy Cooper –

Funded some educational work. Flagger train-the-trainer training

- 1 Baltimore County participants
- 2 Cecil County participants
- 1 Harford County participants
- Total cost to CEAM: \$2100

Baltimore County looking for \$13,000 in funding for training, Construction Administration for Engineers

- This will be considered for next year's budget
- Doug Gransford is part of the team, but would not be the trainer. It was recommended by Tim Cupples to utilize Mr. Gransford (member of TRB) for this training if it went forward and CEAM provided financial support since Mr. Gransford is noted in this profession and would be a great value in this training

Jeremy Cooper asked for County members to suggest additional training.

Nominating Committee (chairman Scott Flanigan) - see attached report and schedule for 2018-2019 BOD and Officer Nominations.

Budget Committee: Greg Africa - (no report)

By-Laws Committee: Mike Warring - (no report)

Associate Member Committee: Mark Bodmann -

Mark stated that they will work next month on getting the sponsorships

Need to promote the fact that there are networking events at the spring conference this year.

## *County Engineers Association of Maryland*

Awards Committee: Matt Allen -

Several county projects submitted to MDQi. We have entries in the following categories:

- Under 5 million
- Over 5 million
- Green/sustainability category

Hudson Myers was to receive a plaque at Fall conference . Matt will mail the plaque to his home.

Nominating Committee; Scott Flanigan –

Scott distributed a milestone schedule (attached) for the committee's work to develop a slate of CEAM officers to the Board. The goal is to provide the 2018-19 slate of officers to the Board at the March 22 BOD meeting.

New Business:

CEAM Administrator Contract:

Dan Dewitt's CEAM Administrator contract expires in March 2018 – We need to discuss terms for him to continue as Admin for another year so we can begin preparing an updated MOU for the coming year (March 2018 – April 2018) and have that ready for the next Board meeting.

SB 154 HUR Restoration Bill:

Still have a long way to go. We are not getting the funding that we used to get. We lost funding in 2008, looking for CEAM representatives to testify for restoration of HUR at Senate Hearing.

BMC/BRTB Training Session for MDOT Chapter 30 Scoring (2/6/18 @ 11 AM)

MACo Summer Conference – call for proposals due April 13, please submit ideas to CEAM President

There being no further business to discuss, the President asked for a motion to adjourn. Motion to adjourn by Erv Beckert and was seconded by Scott Flanigan, motion approved and the meeting was adjourned at 12:35 p.m.

The next Board of Directors' meeting will take place on February 22, 2018, 11:00 a.m. at the Queen Anne's Exploration Center in the N.E. quadrant of the Kent Narrows. The Conference Committee will meet at 10:00.

Respectfully Submitted,  
J. Michael Warring, P.E. Secretary



**COUNTY ENGINEERS  
ASSOCIATION OF  
MARYLAND**

**BALANCE AS OF 11/30/2017**                   \$       **85,267.72**

**RECEIPTS**

Membership Dues                               \$       8,118.96  
RWSF Fundraisers                               845.00

**\$       8,963.96**

**EXPENSES**

Bank and Credit Card Fees                   \$       43.76  
Training   2,710.00  
Administrator Fee                               839.58  
Technology Fee                                   50.00  
Website Fee                                       50.00

**\$       3,693.34**

**BALANCE AS OF 12/31/17**                   \$       **90,538.34**

M & T Bank                                     \$       32,145.53  
M & T Bank - Reserve                         35,000.00  
PayPal Account                                 23,392.81

**\$       90,538.34**

*Greg Africa*

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Greg Africa, Treasurer

**PROPOSED CEAM BUDGET**  
**FISCAL YEAR 2018**

	Actual Expenditures/Revenues FY2016	Projected Expenditures/Revenues FY 2017	Proposed Budget FY 2018
<b>REVENUES</b>			
Dues	16,815	13,000	14,000
Fall Conference	82,780	92,810	95,000
Spring Conference	30,441	20,000	21,000
Interest/Dividends	7	2	-
R. W.S.F. Fundraisers	605	500	500
<b>TOTAL REVENUES</b>	<b>130,648</b>	<b>126,312</b>	<b>130,500</b>
<b>EXPENDITURES</b>			
Fall Conference	69,283	85,760	90,000
Spring Conference	23,904	22,000	20,000
Directors' Lunches	2,425	3,500	3,600
Postage, Printing & Supplies (1)	1,869	1,900	2,000
Miscellaneous (2)	261	500	500
Bank & Credit Card Fees	773	1,000	1,200
Tax Preparation	570	600	650
General Liability Insurance	500	600	650
Training	-	2,500	4,000
R.S.W.F. Donations	20,000	22,000	20,000
Administrator/Website/Tech Fees	11,140	12,000	12,000
NACE/MACO	2,348	2,500	2,500
<b>TOTAL EXPENDITURES</b>	<b>133,073</b>	<b>154,860</b>	<b>157,100</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>(2,425)</b>	<b>(28,548)</b>	<b>(26,600)</b>
Transfer	2,425	28,548	26,600
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

(1) Copies, directories, envelopes, PO box, postage

(2) Gavel, flowers, gifts

**County Engineers Association of Maryland (CEAM)**  
**Nominating Committee Milestone Schedule**  
**(Version 1 dated 1/24/18)**

<b><u>Date</u></b>	<b><u>Milestone</u></b>
3/9/18	Associate Member Advisory Committee submits recommendation for new Associate Member Director to Nominating Committee Chair
3/22/18	Nominating Committee submits slate of Officers and Directors to Board of Directors for acceptance at March BOD meeting
3/23/18	Nominating Committee Chair forwards accepted slate of Officers and Directors to Secretary
3/28/18	Secretary mails out ballots to Member Counties
4/11/18	Member Counties return completed ballots to Secretary
4/18/18	Secretary forwards sealed ballots to Nominating Committee Chair
5/3/18	New Officers & Directors announced and sworn into office at Annual Meeting in Conjunction with Spring Conference
7/1/18	Terms of Office begin