

BOARD OF DIRECTOR'S MEETING
DRAFT **JANUARY 28, 2016**
Conference Room –Chesapeake Exploration Center
Chester, Maryland

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

1st Vice President Scott Flanigan (can't attend)

2nd Vice President Christine Romans ("Chaired the "P& C" Committee meeting at 10:00 am, but had to meet with the County Executive, and couldn't attend the Board meeting, and with only President DeLuca, Secretary Warring, and Directors DuPee, Redden, an Charles Nolan, the Board was one person less that is required by the CEAM , and therefore, the President couldn't call the meeting officially "to order" because of the "Quorum" requirements stipulated in the CEAM Article "V" –Management could not be attained, President DeLuca stated that as long as there would not be any need to "adopt", and approve the minutes prepared by Secretary Warring, and it was agreed that the Board would be emailed the draft documents of this meeting, and possibly have the Board members approve the minutes at the meeting on 2/25/16.

Treasurer: Doug Myers (can't attend)

Directors: George Erichsen/Debbie Butler/Robert Shen & Erv Beckert- (can't attend)
John Redden; Charles Nolan, and Josh Dupee.

Immediate Past President: Mike Moulds '15 (can't attend)

Historian: Matt Allen

Past Presidents: Todd Mohn '02; Ed Adams '04; John Tustin '06; Jim Wilson '07;
and John Redden '08.

Legislative Committee: Chairman (TBA)

Scholarship Committee: Co-Chairmen Jim Wilson ('07) & John Norris "79 (can't attend)

Membership Committee: Chairman Todd Mohn '02

NACE Representative: Greg Africa '09 (can't attend)

SHA Liaison Representative: Christine Romans;

Program & Conference Committee: Christine Romans-Chairman; Mike Hoffmaster-Pleasants Construction; Mark Bodmann-Associate WMA; Danielle Conrow- Calvert County DPW; Josh Dupee and Charles Nolan –'Associate Member Directors

Approval of Minutes: The minutes for the 12/03/15 meeting were distributed electronically on 01/21/16 to the Board Members by the Secretary. Motion was made by _____ to approve the minutes as presented and was seconded by _____.Motion approved.

Treasurer's Report:

Monthly Report: Doug Myers electronically distributed his monthly report, dated 1/26/16 to the Board on 1/26/16. The checking account balance as of 11/30/15 was \$69,638.88, while the Money Market balance was \$ 8,912.97. Receipts totaled \$ 7,470.00 into the checking account and there were \$ 0.73 Dollars of interest included into the Money Market fund, while expenses were \$ 4,136.64. The total balance of both the checking and money market accounts as of 1/26/16 was\$81,885.94. Motion to accept the Treasurer's report was made by _____ and was seconded by _____. Discussion, motion carried.

Secretary's Report:

There were 13 new "Member" applications (8 "Members" and 5 "Associate Members" submitted for Board approval since the last meeting on 12/03/15. The applications were as follows:

"Members":

1. Christopher Burk-Design PM – Maryland SHA
2. Matt Hedger-Civil Engineer II, Wicomico County DPW
3. John Steven Cohoon-Public Facilities Planner, Queen Anne's County DPW
4. James Mirfin, Manager, Construction Inspection Division, Carroll County DPW
5. William Birch, Jr. Engineering Technician, St. Mary's County DPW&T
6. Allen M. Settle-Engineer II, St. Mary's County DPW&T
7. Douglas Ostazewski, Project Engineer, Calvert County DPW
8. Gregory M. Jones – Engineering Supervisor, Frederick County DPW

"Associate Members":

1. Jeff Lomax – Vice President, Whitman, Requardt & Associates
2. Brian Riffel – Vice President, Whitman, Requardt & Associates
3. Carl Scheffel, Jr., Senior Vice President, Whitman, Requardt & Associates
4. James Guinther – Vice President, Whitman, Requardt & Associates
5. Mark J. Bodmann- Associate, Wallace Montgomery

Based on the 1/27/16 report, the current membership consists of the following:
"Members" = 274; "Associate Members" = 256; "Retired" = 40; and "Life & Honorary Members" = 26 for a total membership of 596.

Committee Reports:

Program & Conference Committee – (Co-Chairmen Scott Flanigan & Christine Romans) –

2016 Spring Conference - Christine met with her committee at 10:00 am this morning and though Christine had to leave the Board meeting to meet with her County Executive, President DeLuca gave an overview of the proposed agenda for the Spring 2016 CEAM Spring Conference that is scheduled to take place on Thursday, April 28th at the Conference Center of the Maritime Institute in Lithicum Heights, which is located near the BWI Airport. The CEAM Scholarship Golf Tournament is scheduled to take place at the Compass Pointe Golf Course in Pasadena on Wednesday, April 27th. President DeLuca noted that the Committee is making progress in getting a confirmation that Gregory Johnson, the recently-appointed Maryland SHA Administrator, will serve as the "keynote" speaker.

Scholarship Committee: (Jim Wilson '07 & John Norris '79) – Co-Chairmen) –

Jim distributed copies of a four page report detailed report entitled "CEAM Scholarship Program Overview and Recommendations for Program Expansion" to the Board

Members present, and then proceeded to present an overview of the four existing partial Scholarships at the University of Maryland (C.P Campus) a single, partial engineering **Scholarship Committee:** (continued) scholarship at Morgan State University, and a proposed single scholarship at JHU. Although there was some discussion concerning the three plans for funding the Scholarships offered, and discussed by Jim, and President DeLuca, it was decided that this subject for a long range funding plan by the committee for both scholarships, and other continuing education programs should be reviewed by the Committee for further discussion by the entire Board at the next Board meeting in February.

Education Committee: (Mark DeLuca Chairman) - No report

Legislative Committee: (Chairman Mark DeLuca) – President DeLuca passed out copies of two bills (SB#226, and HB #178) that MaCO requested our CEAM organization to make comments on before the typical Friday afternoon deadline. Mark asked all of the Board members present to please review the two bills, and send him all comments so that he can forward them to MaCO with comments. There was some discussion about HB #178 that deals with preservation, and protection of roadside trees, and how various Board members work with the regulatory agencies in accordance with current regulations. President DeLuca said that he was working with MACO, and that he wanted all members of the Board of Directors to review proposed bills, and that he will “chair” the Committee thru the end of the 2016 Legislative session.

Membership Committee: (Chairman Todd Mohn) – No report

Budget Committee: (Chairman Doug Myers – can’t attend) – Monthly report sent to BOD

By Laws Committee: (Chairman Mike Warring) – No report.

Associate Member Advisory Committee: Charles Nolan & Josh Dupee – Co-Chairmen – Charles noted that over the past few years, the tee, and greens signage that the committee updates for each of the semi-annual tournaments were in need of a complete replacement, and that if he needs money to replace all of the signage for the various “golf hole” sponsors, could the organization pay for the printing. Though there couldn’t be an official action without a quorum, the general consensus it should be allowed unless an Associate volunteers to do so like some firms have done in the past. Charles also noted a discrepancy in the “CEAM” logo with regards to the dates for the organization – “1953-2015”. Some discussion ensued, and it was the consensus of those present that the “1953” date should be left by itself so that the logo wouldn’t need to be revised each year.

Awards Committee: (Chairman Matt Allen) – “MDQI” - Matt reported that the annual MdQI Conference was scheduled to take place on February 3rd and 4th at the Baltimore Convention Center. Matt reminded the Board that CEAM was in fact a “sponsor” of the Conference, and urged Board members to attend if their schedule’s permit.

NACE Update: Greg Africa – State Representative to NACE- (can ‘t attend)

SHA Liaison Committee: (Chairman TBA) – No report

Old Business :

New Business:

Adjourn:

There being no further business to discuss, the President asked for a motion to adjourn. Motion to adjourn by _____, and was seconded by _____. The meeting was adjourned at 12:15pm. The next meeting will be held at 11:00 a.m. on February 25th, 2016 in the Chesapeake Exploration Center in the Kent Narrows of Queen Anne's County

Respectfully Submitted,

J. Michael Warring, P.E.
Secretary