

BOARD OF DIRECTOR'S MEETING
July 26, 2012
Conference Room of
Maryland Association of County Officials
Annapolis, Maryland

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

1st Vice President Bruce Johnston

2nd Vice President Mike Moulds

Secretary: Mike Warring (can't attend) (Dan DeWitt taking notes on Mike's behalf)

Treasurer: Doug Myers

Directors: Scott Flanigan, Frank Kaul (can't attend), Christine Romans, Jennifer Smith, Tim Connor, Ed Adams '02; George Erichsen (can't attend), and Mark DeLuca

Immediate Past President: Hudson Myers, III '11

Past Presidents: John Redden '08; Greg Africa '09; Ed Plank '10 (can't attend); Joe Kroboth (can't attend); John Tustin (can't attend); Chuck Beall

Historian: Jim Montgomery (can't attend); Matt Allen to replace Chair – approved by President Kahl

Legislative Committee: Chairman Bob Martin

Scholarship Committee: Chairman Dale Coppage

Membership Committee: Chairman Todd Mohn (can't attend)

NACE Representative: Jim Wilson '07

Visitors: Dan DeWitt (CEAM Administrator) to take notes for Mike Warring

Administer the Oath of Office – President Kahl administered the Oath of Office to Christine Romans and Scott Flanigan. Photos were taken. President Kahl noted that the Oath should be changed to say “men and women” instead of “men.”

Approval of Minutes:

The minutes for the 6/28/12 meeting were distributed electronically prior to the Board meeting by the Secretary. Motion was made by H. Hudson Myers, III to approve the minutes as presented and was seconded by Matt Allen. Motion approved.

Treasurer's Report:

- (1) Monthly Report: Doug Myers was present and his report dated 7/23/2012 was distributed to Board members at the meeting. The checking account balance as of 7/23/2012 was \$53,927.58, while the Money Market balance was \$8,942.83. The receipts totaled \$260.00 to the checking account and \$0.81 in dividends added into the Money Market fund, while expenses were \$23,563.03 (largely due to payout for the Scholarship Fund). The total balance of both the checking and money market accounts as of 7/23/2012 was \$62,870.41. Motion to accept the Treasurer's report was made by Christine Romans and was seconded by Tim Connor. After no discussion, the motion carried.

Secretary's Report

Dan DeWitt reported that there have been four new membership applications received this month: Peggy Smith, Principal at Axiom Engineering Design; Jamie Lee Hansen, Quality Control Manager at Corman Construction; Patrick Hager, Project Manager at RK&K; and Timothy Whittie, Director of Public Works at Harford County. Dan noted the BOD needed to vote to approve the new membership applications. Matt Allen made the motion and Michael Moulds seconded the motion for a vote. The motion was approved and these four new members bring the current memberships totals to the following: Members = 266, Associate Members = 230, Retired = 37, Life & Honorary = 22 for a total CEAM membership of 555.

Committee Reports:

Program & Conference Committee: (Co-Chairmen Bruce Johnston & Mike Moulds) –

Fall Conference 2012 – Bruce Johnston reported that the Friday agenda has been expanded to allow three opportunities to earn PDHs. The required Ethics PDH will also be available. This year the conference will feature “polo” shirts for all registered attendees. Finally, the Thursday PM session (Bridge Seminar) will be moved back later in the afternoon to accommodate any golfers who may like to attend (who normally would miss the session due to the Thursday Golf Tournament). Registration deadline for the Fall Conference is September 10, 2012.

Spring Conference 2013 – Mike Moulds reported that the BOD needed to decide on a format for the Spring 2013 Conference (2.5 day vs. 1 day). Mike noted he was leaning toward a one-day conference based on the discussion of the Program & Conference Committee from earlier in the morning. A vote was taken and the majority of the BOD members present are in favor of a one-day conference format for Spring 2013. Regarding a venue for the upcoming conference, Oregon Ridge in Baltimore County (site of Spring 2011 Conference) and Black Rock Center for the Arts (site of Spring 2012 Conference) were discussed. BOD members generally agreed that both sites were a good fit in terms of location centrality and facility suitability for the Spring Conference format. Mike noted he would look into each site further and report back with more details on the Conference at the August BOD meeting.

Scholarship Committee: (Dale Coppage – Chairman) – Dale Coppage reported that scholarship funding has been sent to the University of Maryland (\$23,563.03 – see Treasurer’s Report). He will be receiving a report on the recipients soon. Dale noted he has been having trouble getting required documentation from Morgan State University but planned to speak with them on July 27 to get things in order. Finally, Dale noted that individual scholarships (for single courses/continuing education, etc.) are paid upon successful completion/passing of the specific course.

Legislative Committee: (Chairman Bob Martin) – Bob Martin had no legislative report but asked the BOD if there was anything else we needed to pursue regarding our role w/ MACo. He discussed CEAM’s historical relationship with MACo and noted CEAM typically supports legislation that MACo supports. It was noted we receive helpful assistance from Andrea Mansfield at MACo who is interested in our position/ideas and seeks our comments frequently. The question was asked whether CEAM contributes to Andrea’s salary and the answer was “No, not anymore.”

Membership Committee: (Chairman Todd Mohn) – No report.

Budget Committee: Chairman Doug Myers – No report.

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

Associate Member Advisory Committee: (Frank Kaul and Tim Connor– Co-Chairmen) – Tim Connor noted that he and Frank Kaul will begin making calls to line up sponsorships for the Fall Conference (now that Registration Packets had been distributed). They will also focus on filling the Hospitality rooms w/ various sponsors for the traditional cabana/deck party.

Awards Committee: (Chairman Jim Montgomery) – Matt Allen (to take over for Jim Montgomery) reported that 5 Large, 6 Medium, and 3 Small Size Project of the Year Award Applications were received as part of the 2012 CEAM Awards Program. He is trying to convene the Awards Committee next Thursday to decide on the winners. He said there would be a summary of their work at the August BOD meeting. Matt also asked for recommendations for Life & Honorary members as well as for the Engineer of the Year award and other awards to be presented at the 2012 CEAM Fall Conference.

SHA Liaison Committee: (Chairman Ed Adams) – Ed noted that there wasn't much to report as his previous relationship w/ SHA has dissolved since Neil Pederson has moved on. Ed asked that we send a request to the CEAM membership for questions for Melinda Peters, SHA Administrator, who is scheduled to be the keynote speaker at the 2012 Fall Conference. These comments will help Ms. Peters prepare her presentation and keep it pertinent to the needs and interests of our members.

NACE Update: Jim Wilson – State Representative to NACE – Jim reported that Greg Africa will be taking over for him. The term for State Representative to NACE is three years. CEAM was featured in the June 2012 NACE Newsletter with a report on the Spring 2012 Conference. The link was posted on the CEAM website and distributed to the membership via e-mail. Jim noted that the next NACE Conference is April 21-24, 2013 in Des Moines, Iowa.

Old Business: NONE

New Business:

- Bob Martin asked if anyone was having problems with MD SHA. Christine Romans noted that SHA has asked for eight years of financial data of subconsultants used in projects. Others in the room acknowledged they had received similar requests. Christine noted Anne Arundel County's approach to the request and Jim Wilson noted some of Prince George's County's struggles with the request, as well. In general, the request seemed to be very onerous and difficult to complete and it was discussed that SHA may have or should have had much of the data in their own files.
- A volunteer is sought to be the CEAM Liaison for MACo to make sure all requests for testimonies, appearances, and other coordination are handled by one person.

Adjourn:

County Engineers Association of Maryland
July 26, 2012

There being no further business, the meeting was adjourned at 11:41 a.m. Motion to adjourn by H. Hudson Myers, III, and was seconded by Mike Moulds. The next meeting of the Board will be held at 11:00 a.m. on August 23rd in the Conference Room of the MACO Office in Annapolis.

Respectfully Submitted,

Daniel S. DeWitt, E.I.T.
CEAM Administrator

for

J. Michael Warring, P.E.
CEAM Secretary