

BOARD OF DIRECTOR'S MEETING
October 27, 2016
Conference Room –Maryland Association of Counties
Annapolis, Maryland

President Scott Flanigan called the meeting to order @ 11:10 a.m.
with the following members in attendance:

1st Vice President Todd Mohn

2nd Vice President Erv Beckert

Secretary: Mike Warring

Treasurer: Doug Myers

Directors: Robert Shen, Josh Dupee. Danielle Conrow (can't attend), Mark Bodmann,
James Price, Weston Young, and Scott Kearby

Immediate Past President: Mark DeLuca '16 (can't attend)

Historian: Matt Allen (can't attend)

Past Presidents: Ed Adams '04 (can't attend); John Tustin '06 (can't attend); Jim Wilson
'07; Ed Plank '10 (can't attend); and John Redden '08 (can't attend).

Legislative Committee: Chairman – Vacant

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: Vacant

Program & Conference Committee: Todd Mohn-Chairman; Mike Warring-Golf

Tournament Chairman; Danielle Conrow - Calvert County DPW (can't attend); Mike

Hoffmaster-Pleasants Construction (can't attend); Mark Bodmann-Associate WMA; and

Josh Dupee – Century Engineering-'Associate Member Directors

Approval of Minutes: The minutes for the 8/25/16 meeting were distributed to the Board Members electronically by the Secretary on 10/26/16. Motion was made by Erv Beckert to approve the minutes as presented and was seconded by Mark Bodmann. Discussion, motion approved.

Treasurer's Report:

Monthly Report: Doug Myers distributed his monthly report, dated 9/22/16 to the Board on 10/27/16. The checking account balance as of 9/30/16 was \$ 99,638.94, while the PayPal balance was \$ 6,738.43. The Cash Reserve was \$ 35,000, which equates to a total cash in checking account of \$134,638.94. Receipts totaled \$ 34,684.98 into the checking account and there were \$ 9,652.15 of expenses paid. The total balance of both the checking and PayPal accounts as of 9/30/16 was \$ 141,377.37. Motion to accept the Treasurer's report was made by Erv Beckert and seconded by Mark Bodmann. Discussion, motion carried.

The Treasurer recommended that the Board of Directors formally establish a reserve amount to be maintained to cover any conference-related or other expenses for which the Association could be financially liable. He recommended it be established in the amount of \$35,000. A discussion ensued, and a motion was made by Erv Beckert, and seconded by Todd Mohn that the Board should strive to maintain an approximately \$ 35,000 cash reserve to cover any unplanned financial obligations associated with any activity authorized by the Board of Directors. Motion Passed.

Doug Myers stated his intention to resign as CEAM Treasurer effective June 30, 2017. Doug stated that he was making this announcement at this time so as to afford the Board maximum time to identify a replacement.

Secretary's Report:

There were two (2) new "Associate Member" applications and one (1) "Member" application submitted for Board approval since the last meeting on 8/25/16. The applications were as follows:

"Associate Members":

- (1) Michele C. Stramm – Water Resources Engineer for "AECOM" in Hunt Valley;
- (2) Patrick Gallagher – Vice president of Gallagher Asphalt Corporation;

"Members":

- (1) Eileen Singleton – Principal Transportation Engineer - Baltimore Metropolitan Council.

These applications were approved. Based on the 8/25/16 report, the current membership consists of the following: "Members" = 286; "Associate Members" = 271; "Retired" = 40; and "Life & Honorary Members" = 26 for a total membership of 623.

Committee Reports:

Program & Conference Committee – (Co-Chairmen Todd Mohn and Erv Beckert) –

2016 Fall Conference Todd Mohn reported that everyone seemed to enjoy the presentation facilities, food, and overall condition the facilities at the Princess Royale. This was the first Fall Conference to be held at the Princess, which is part of a five- year contract. Todd was pleased with the support of the hotel staff that he received throughout the Conference, and thought the rooms and the overall facilities were much better than the Clarion.

2017 Spring Conference - Erv Beckert announced that the CEAM Spring 2017 Spring Conference would be held at the University of Maryland's Samuel Riggs IV Alumni Center on Thursday, May 25, 2017 from 8:00 a.m. to 4:30 p.m. The technical program is taking shape, and Erv indicated that he was using the results of recent "Survey Monkey" surveys to develop the technical program. Mike Warring announced that the Spring 2017 CEAM Scholarship golf tournament would be held at the University of Maryland's golf course on Wednesday, May 24th and the entry fee will include lunch after the tournament.

Scholarship Committee: (Jim Wilson '07 & John Norris '79 – Co-Chairmen) – Jim reported that the CEAM Scholarship Committee instructed the University of Maryland to fund the four UM scholarships from the endowment. Jim also reported that the Scholarship Committee had approved a request for \$850 in funding for a seminar to be conducted by Joel Oppenheimer for personnel from Garrett, Allegany, and/or other surrounding counties. Jim noted that the FY17 CEAM budget calls for providing \$20,000 toward the establishment of a \$100,000 endowment at Morgan State University. Jim

requested that the Board provide \$22,000 toward that end. Erv Beckert made a motion which Todd Mohn seconded to approve the request for \$22,000 in funding. Discussion ensued during which it was noted that the Treasurer has not yet paid all invoices associated with the Fall 2016 conference and that it may be better to wait until the December Board meeting to act on the request as all conference-related expenses should have been paid by that point. Treasurer Doug Myers concurred with that recommendation. Erv Beckert then withdrew his motion. President Flanigan directed that the matter be listed as “Old Business” for consideration at the December Board meeting.

Education Committee: (Vacant) – No report

Legislative Committee: (Chairman TBA) – President Flanigan reported his appointment of Mark Bodmann to serve as the Co-Chair of the legislative committee, Scott also noted that he would like a “Member” of CEAM to also serve as a co-chair with Mark, and announced that he is looking for someone to fill that role.

Membership Committee: (Chairman Todd Mohn) -included in Secretary’s report

Budget Committee: (Chairman Doug Myers) – Monthly report and Conference totals included in Treasurer’s report.

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

Associate Member Advisory Committee: Josh Dupee and Mark Bodmann – Co-Chairmen – No report

Awards Committee: (Chairman Matt Allen) – (Can’t attend) – Mark Bodmann gave the Awards Committee report on behalf of Matt Allen who was unable to attend. Mark said that the CEAM Project of the Year award winners have been forwarded to MdQI for consideration for MdQI’s awards.

NACE Update: Greg Africa –(Resigned) – President Flanigan appointed Mike Moulds to serve as State Representative to NACE.

SHA Liaison Committee: (Chairman TBA) –

Old Business: No Items for Discussion.

New Business: President Flanigan introduced Barbara Zektick as the new MACO liaison to CEAM, and she offered some comments about some pending issues that stem from the last Legislative session. President Flanigan solicited Board members who

would like to be part of a team working with MACO at the next legislative session in 2017.

Adjourn:

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 Todd Mohn. The meeting was adjourned at 12:25 p.m. The next meeting will be held on 12/1/16 in the MACO Conference Room.

Respectfully Submitted,

J. Michael Warring, P.E.
Secretary