

DRAFT

BOARD OF DIRECTOR'S MEETING

April 27, 2017

**Conference Room –Chesapeake Bay Exploration Center
Kent Narrows
Queen Anne's County, Maryland**

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

1st Vice President Todd Mohn

2nd Vice President Erv Beckert

Secretary: Mike Warring

Treasurer: Doug Myers (can't attend)

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

Immediate Past President: Mark DeLuca '16

Historian: Matt Allen (can't attend)

Past Presidents: Todd Mohn '02, Jim Wilson '07; Greg Africa (09)

Legislative Committee: Co-Chairmen: Mark Bodmann and TBA

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

Membership Committee: Chairman Todd Mohn '02

NACE Representative: Mike Moulds '14

Education Committee: Jeremy Cooper

SHA Liaison Representative: (TBA)

Program & Conference Committee: Mike Warring-Golf Tournament Chairman; Danielle Conrow - Calvert County DPW; Mark Bodmann-Associate WMA; and Josh Dupee – Century Engineering-Associate Member Directors

Approval of Minutes: The “draft” minutes for the 3/23/17 meeting were distributed to the Board Members electronically by Mike Warring on 4/25/17. President Flanigan noted that he had emailed out some revisions to the draft minutes, and after some discussion regarding some proposed changes to the “Draft” minutes, a motion by Motion was made by President Flanigan was made to approve the revisions to the minutes, and his motion was seconded by Mike Warring with revisions, and approved unanimously.

Treasurer's Report:

Monthly Report: Doug Myers emailed his monthly report, dated 3/31/17, to the Board on 4/25/17. The CEAM accounts amounted to \$50,511.12 on 3/1/17, and during the month of March, receipts equaled \$3,230.00, while expenses amounted to \$4,896.10. Based on this, the balances at the end of the month equaled \$35,000 in cash reserve, \$ 4,301.86 in the PayPal account, and \$9,543.16 in the checking account, for a total amount of \$48,845.02. A motion to

accept the Treasurer's monthly report, and the proposed budget for FY'18 by Erv Beckert, and was seconded by Danielle Conrow. Motion approved.

Secretary's Report:

There were 2 new "Member" applications, and 1 (one) Associate Member application submitted for approval by the BOD since the last meeting in March: "Members"

- Carl F. Starkey, P.E., Chief , Traffic Studies Section, P.G. County;
- Gregory A. LeBlanc, County Engineer, Dorchester County

"Associate Member"

- Rizwan A. Siddiqi, P.E., President & CEO, EBA Engineering, Inc.
- A motion to accept the 3 new members was made by Erv Beckert, and was seconded by Todd Mohn, Motion approved.

Based on this report, the current membership consists of the following:
"Members" =290; "Associate Members" = 269; "Retired" = 42 and "Life & Honorary Members" = 27 for a total membership of 628

Committee Reports:

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

2017 Spring Conference 2nd V. P. Erv Beckert provided an update on the CEAM Spring Conference at the University of Maryland's Riggs Alumni Center in College Park. Erv reported that he had made a site visit of all of the facilities, and that unfortunately, his speaker on Professional Ethics, had to cancel due to another commitment. Unfortunately, attendees must pay for the parking in the multi-story garage that is in close proximity to the conference headquarters'. His speakers, and technical program are coming together well, and the CEAM Scholarship Golf Tournament at the U of M. GC is set for 5/24 at 9:00, and all we need is good weather.

2017 Fall Conference – Erv reminded the BOD that the Fall Conference is scheduled for the Princess Royale from September 20-22!

Scholarship Committee: (Jim Wilson '07 & John Norris '79)– Co-Chairmen) Jim Wilson reported that he, John Norris, and other members of the Committee had recently visited both schools, and also met the current recipients of the CEAM Scholarship programs.

Education Committee: (*Mark DeMark suggested that CEAM ought to work closely with both the colleges to establish internship programs at both schools,

and that the Committee will pursue these programs with opportunities in both the public and private sectors.

Legislative Committee: (Co-chairmen Jay Price and Mark Bodmann) -Mark suggested that he and Jay will prepare a Summary' of the legislative in the 2017-2018 that directly affect all of the County governments. passed, with special emphasis on "Public Works" programs. Going forward , Mark stated that he and Jay will meet monthly throughout the year with MACO's legislative aide. Ms. Barbara Zektick. Barbara stated that MACO was looking for some technical help to serve on MDOT's bicycle safety program, for which, Mark DeLuca stated that he had someone in mind, and that he will contact Barbara after the BOD meeting.

Membership Committee: (Chairman Todd Mohn) – Todd made a motion to accept Danielle Conrow serve as a member of the Membership Committee, which now consists of Todd, Mark and Danielle. Motion approved

Budget Committee: (Chairman Doug Myers –) – President Flanigan noted that Treasurer Doug Myers, in his capacity as Chair of the Budget Committee, electronically submitted a proposed budget for CEAM FY 2018, which is in effect from 7/1/17 thru 6/30/18. The budget will be reviewed and approved by the CEAM "Voting Members' at the upcoming "Annual Meeting" /Spring Conference on 5/25/17. The proposed FY'18 budget calls for projected revenues of \$130, 500, while total expenditures equate to \$157,100, which equates to a net operating loss of \$26,600..According to Doug Myers, he has suggested that the BOD needed to address this annual operating loss thru increased Annual dues, and making budgetary adjustments to insure the long term viability of the organization. The consensus was to increase annual dues, and to establish revenue targets for the Fall '17, and Spring '18 Conferences. Erv Beckert made a motion, that was seconded by Jay Price to increase annual dues from \$25.00 to \$50.00 (Voting and Non-Voting) "Member" dues and an increase for "Associate" Members from \$45./yr to \$100/year discussion, motion passed. There was a discussion about setting Conference Budgets, however, the consensus was that the Chair for each conference is in the best position to set fees for future conferences. The Fall Conference Chair Erv Beckert will work closely with the Treasurer to present a budget for the Fall Conference, and will be part of the annual budget approval at the upcoming Spring Conference

By Laws Committee: (Chairman Mike Warring) – Mike pointed out that the current by-laws do not include the 2nd V.P. in the discussion about what constitutes a quorum at a regularly scheduled monthly meeting. President Flanigan asked the Chair to bring a draft language that would include the 2nd V.P. as constituting a "quorum" for a Board meeting. President Flanigan asked Mike to bring his proposed language for consideration by the BOD at the next meeting of the BOD.

**Associate Member Advisory Committee: Josh Dupee and Mark Bodmann
– Co-Chairmen – (No Report)**

Awards Committee: (Chairman Matt Allen) – “(No Report)

NACE Update: –Mike Moulds State Representative to NACE- (No Report)

SHA Liaison Committee: (Chairman TBA) – (No Report – President Flanigan is looking for interested members for this Committee)

Old Business :

1. Mark DeLuca advised the President that Wesley Young has asked for his name to be removed from the BOD position due to a change in this employment. Mark DeLuca will be soliciting another BOD Member, and will have the Nominees published for the vote by the Voting members' at the Spring Conference

New Business: (No items for discussion)

Adjourn:

There being no further business to discuss, the President asked for a motion to adjourn. Motion to adjourn by Danielle Conrow, that was seconded by Josh Dupee.. The meeting was adjourned on 5/25/17.ended at 12:30 p.m. The next meeting will be held on Spring Conference at U of Md

Respectfully Submitted,

J. Michael Warring, P.E.
Secretary