

SEANM Board of Directors  
 Monthly Meeting, February 6, 2007

<i>Attendees</i>	<i>Title</i>		<i>Attendees</i>	<i>Title</i>	
Tom Bosiljevac	President	X	Daniel Axelrod	State Director	X
Shawn Ozuna	Past President	X	Bob Crossno	Treasurer	X
Chris Romero	Vice President	X	Cheryl Slosberg	Executive Director	X
Francis Catanach	Secretary	X			

**Agenda**

- Call to order at 7:43 am.
- Review of meeting minutes.
- Executive Director's Report / Invoice.
- Review of Treasurer's Report.
- Monthly Meetings updates.
- Annual Meeting update.
- Committee Reports.
- Website update.
- Old Business.
- New Business.

**Meeting minutes**

- Secretary reviewed minutes: Motion to accept the minutes was made by Bob Crossno and seconded by Chris Romero.

**Treasurers Report & Budgetary Items**

- Bob Crossno gave the Treasurer's report to the Board.
- Bob needs to find the Annual Meeting final report for 5/06.
- Executive Director invoice for \$187.50 for January 2007 was approved by the Board and paid by Bob.
- Tom B. needs a check for last month's board meeting breakfast.
- Bob wants reimbursed for the national annual committee meeting for \$1308.26. Motion to approve Tom, Daniel seconded the motion, the motion passed.

**Monthly Meetings Update**

- Steve Ruiz-Sales Manager with Coreslab Structures (Alb.) Inc.-505-247-3725 ext. 229. Mr. Ruiz wants to sponser lunches while other presenters speak. Coreslab will not be available for presentations or tours for a few months until their workload slows down.
- Stego® Industries, LLC – Below Slab Moisture Protection (Engineering Theory & Design)- Contact Joe Marks: 949-493-5460 (March Time Frame).
- Chris will contact the Lightgauge speaker and try and set up a meeting time. He will also get information for an annual meeting presentation. They will also have a booth at the annual meeting.
- The April meeting will be presented by Otto Holmquist on Shear Wave Velocity testing.

**Annual Meeting**

- Decide how long speakers will talk.
- Topics ACI, ASCE expensive
- Lightgauge group wants to have a booth. They cover most of their expenses.
- Tom called Rhonda Hawkins to provide an Ethics Training presentation for the annual meeting.

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- Hotel deposits have to be paid that afternoon.
- Annual meeting \$5000 total have spent \$500 so far on contract with Melissa.
- We need to pay the speakers expense. After annual meeting and scholarship checks that will leave \$3500 in the bank.
- August 10, 2007 annual meeting Save the Day flyer
- Need to set up the format for the annual meeting. Set up 2 hour blocks of time, with 5 minute break in between, 10 min in between speakers.
- Ethics 2 hours; Jim 2 hours in the morning
- Move technical presentations to the afternoon
- Lightgauge in the afternoon? Ask Shawn about a speaker for the afternoon.
- Steel connections
- ½ day Designing Brace Frames – Carol DeBlanca
- Ask Frank Kozeliski about doing a presentation.
- Cost of vendor tables \$150 a booth plus they get two entries to the annual meeting. Decided to discuss the amount of booth costs next month (March) then to coordinate that amount with Melissa.

**Committee Reports**

- *Code Committee (Chair: Jeff Hanks)*. Tom needs to contact Jeff about Codes.
- *Membership Committee (Chair: Daniel Axelrod)*
- *SEANM Scholarship Committee (Chair: Chris Romero)*. Chris has the contract from UNM but we need a separate account for the scholarship fund. Discussed opening an account for the scholarship monies: should it be a 6-month CD account, checking, or a savings account for the scholarship fund. It was discussed to set up a separate checking account with \$5000. Motion presented to cut checks. Motion was passed. Tom – pay \$1500 now for scholarship. Motion made by Tom to table CD amount of \$5000 or \$6500 until next month. Tom proposed the motion and Francis 2nd it. Motion was passed.
- *SEANM Website (Chair: Chris Romero)*. Find someone to chair this committee.
  - Discuss Action Items listed below
- *See if Bob Crossno wants to head a committee*. This item was left over from January, but was not brought up at this meeting. Reminder to mention this at the March Board meeting.

**SEANM Website (Chair: Chris Romero)**

- Phil Springer was in attendance at the board meeting
- He will put photos on our web site. He will put 20 photos on the header that alternate and 25 photos with 5 pictures per template. Limit photos to 5 per company.
- He suggested changing to a photo gallery
- Names and pictures that are already on the site need to be confirmed.
- The web site has room for a description on the bottom of the frame. Pictures can be no larger than 500 pixels
- Phil isn't concerned about size of photo sent in. He can size it.
- He prefers landscape photos. Leave current photos on the web site.
- He will set up a "how to" submit new photos.
- The Board will do a promotional for photos to put on the web site
- Set-up minimum standards for submissions
- Phil will write up the criteria for submitting photos for the Boards approval. Chris will be his point of contact.
- Included with the photo submissions will need to be: location, project name, engineer/firm and a brief description 20 words maximum.
- Chris will put together a brief description of Chavez-Grievess projects to see how it works.

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- What we need for the website: e-mail setup, list of names, web mail @fatcow, Limit fatcow e-mails to board members.
- Chris gave Phil list of board members names to set up forwarding mail accounts to them. Need to have e-mail changes done before next meeting.

**Old business**

- No items presented.

**New business**

- Send a thank you note to the Sponsoring membership
- Need a membership drive before the annual meeting.
- What to do with funds – do we want to spend it on our members?
- Daniel passed around the NCSEA questionnaire on the bylaws.
  - Amendments change as to who is allowed to set on the board. Only a state licensed structural engineer can set on the board. The Board responded NO to the proposed change.

Meeting adjourned at 9:00 am.

Next Board Meeting will be held Tuesday, March 6, 2007.