

SEAM

Meeting Minutes

January 10, 2020
12:00pm



Type of Meeting: Regular

Meeting Facilitator: Dan Burne

Attendees: Teresa Price, Bryson Welch, Matt Novicki, Ian Riley

NOTE: Initials in RED means there is an action item for this person.

- I. Roll call
- II. Approval of minutes from last meeting

Will plan on posting the meeting minutes for December along with January.

- III. Review of last Seminar (N/A)

There was no seminar in December

- IV. Open issues (Priority Items)

- a) Plan for upcoming seminars (see table at end of agenda). Resume filling in seminar result spreadsheet.
- b) Financial Update, P&L statement

There is about \$24 to \$25k in savings. TP working with QuickBooks to create the attached Profit and Loss Statement.

BW to forward membership spreadsheet to TP, which she plans to fill out as member signup.

- c) Material institutes updates – Please forward to DB

Forward information to Dan.

- d) ACEC / Legislative Updates (now in session)

No updates, BW will check in to see if the ACEC meetings will restart soon.

- e) Web based service for registration and email notices (MN)

MN and Ethan believe MailChimp fits our needs and are okay moving forward with it. We may possibly use a board meeting to get everyone up to speed on how to use MailChimp.

Work on operating manual to include MailChimp information.

- f) Summit – **DB** get with ER to post on website
- g) Membership 2020: Will send “save the date today” along with membership reminder

V. Open issues (Secondary Items - Ongoing)

- a) Invite younger members to event in Orono area
- b) Invite Cobb scholarship recipients to events. Last thank you note received in late July (Stephanie Ayoite), assume awarded early summer? Would be good to get an overall status of amount given since creation and sent to members, reminder we are still actively supporting this.
- c) Reach out to remaining SENH
- d) SEAM Operating Manual updates?
- e) Creating financial “paper trail” (TP)
- f) Continue to post meeting minutes on website

VI. New business

VII. Open Discussion

It would be helpful for the board members to have access to the SEAM Google drive.

VIII. Adjournment

SEMINAR PLANNING 2019

Month	Topic	(F)ull Day (H)alf Day (E)vening meeting	Person responsible
2/7	Woodworks ½ day on podium construction?	H	DB
March	Barnhart Crane	E	MN
	UMO Composite Lab & AIG Composite Bridge Beams Friday afternoon may work well, composite lab 1 to 4pm?	H	IR
	Bill Ducus (MDOT) – Bridge girder repair? / Bridge topic? New Bridge Mat'l? ABC?	H?	BW
	SE Test Primer?		IR
	Ben Brubaker?		
	Ethics	E	TP
	IBC Special Inspections, State of Maine Speaker	E	BW
April	Tour of Masonry Block Plant, Gagne and Sons Who else does CMU, TP will look into finding other options		TP

Other ideas for future seminars:

Resiliency/Sustainability

Ground Improvement (MN)

Geotechnical Engineer would be good to be included

Grouted vs. ungrouted

Focus on special inspections

Eric Weaver

Special Inspections (BW)

Demolition of MMC parking garage (BW)

8:35 AM

01/10/20

Accrual Basis

STRUCTURAL ENGINEERS ASSOCIATION OF MAINE

Profit & Loss

September 1, 2019 through January 10, 2020

	Sep 1, '19 - Jan 10, 20
Ordinary Income/Expense	
Income	
Member Payments for Seminars	1,195.34
Other Types of Income	
Miscellaneous Revenue	1,668.91
Total Other Types of Income	1,668.91
Total Income	2,864.25
Expense	
National organization dues	3,100.00
NCSEA Summit	2,495.33
Seminar Hosting	2,172.92
Travel and Meetings	
Conference, Convention, Meeting	490.70
Total Travel and Meetings	490.70
Total Expense	8,258.95
Net Ordinary Income	-5,394.70
Net Income	-5,394.70