

SEAM

MEETING MINUTES

January 7, 2021

12:00pm



Type of Meeting: Monthly Board Meeting (online)

Meeting Facilitator: Dan Burne

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

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

Roll Call

Approval of minutes from last meeting

Review of last Seminar

- UM/AIT
 - a. The seminars went well and well received

Priority Items

1. Plan for upcoming seminars (see 2021 Table)
 - a. See Seminar Planning
 - b. New ideas?
2. Member update
 - a. ER newly back from vacation. Needs to set up website for 2021 membership. Once set up, **DB** will send out notice to renew (will incorporate note about job board).
 - b. Will Carry over new signups from last couple months.
 - c. **BW** provided **TP** with new corporate membership spreadsheet to be distributed.
3. Financial update, P&L statement
 - a. **TP** forwarded P&L Report for the Board to review
4. Material institutes update
 - a. Last updated 9/15/2020 – will send out in February after new member signups
 - b. Next planed update in February
5. ACEC/Legislative Updates
 - a. No updates at this time

6. Web based services for registration and email notices
 - a. Status of work with Constant Contact (CC)
 - i. **MN** is working with CC and has set up a meeting next week from them
 - b. NCSEA have templates?
 - i. We don't need to request them, it's better to start from scratch
 - c. Webmaster managing website?
7. Monthly to do Items
8. Zoom software purchased?
 - a. **TP** will purchase ZOOM webinars for 100 participants

Secondary Items

- Invite student members to event in Orono area
- Invite Cobb scholarship recipients to events
- Reach out to SENH and SEAMass
- SEAM Operating Manual updates
- Continue to post meeting minutes on website
- SEAM Board of Directors duties
 - a. Continue to update SEAM Board of Directors Duties, Activities, and Responsibilities
- **DB** will look into SEAM Hats

New Business

Open Discussion

Adjournment

Seminar Planning 2020/2021

Month	Topic	Type	Person
February	TT Sustainability in Structures • ZOOM or RingCentral platform	L	DB
January	SE Test Primer • Next exam is in April	H	IR
TBD	Prefabricated bridge elements (Josh Lund) • Coordinate with SENH		BW
TBD	Ethics •		TP
TBD	Ground Improvement •		MN
TBD	Wind turbines •		MN
TBD	Portland Observatory • Contact Ben Brubaker and Portland Observatory • After pandemic		
	Sebago, point cloud Scan		DB

Key:

F = Full day event

H = Half Day event

L = Lunch event

E = Evening event

Notes:

Think what we can we do in fall; it's a renewal year

Diamond approved webinars