

SEAM

MEETING MINUTES

May 4th, 2023

12:00 noon pm



Type of Meeting: Monthly Board Meeting (Virtual)

Meeting Facilitator: Bryson Welch

Attendees: Bryson Welch, Ian Riley, Matt Paladino, Greg Cuetara, and Tony Dumais

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

Roll Call

Approval of minutes from last meeting

Review of last Seminar

Priority Items

1. Plan for upcoming seminars (see 2022/2023 Table)
 - a. Collaborate with SENH, ASCE on NCSEA webinars
 - b. Plan spring seminars
2. Membership
 - a. GEI outstanding (**BTW**)
 - b. Secretary to compile membership
 - i. Completed
 - c. Treasurer to confirm payments (**Matt**)
3. SEA Leadership Retreat – (**Tony?**)
 - a. June 7 and 8th
 - b. \$500 stipend and 1 hotel night
4. Constant Contact vs. emails
 - a. Brown Paper
 - i. It links to the SEAM paypal account
 - ii. There will be an attendee roster generated, which should be upload-able to SEAM webmaster google drive for record purposes.
 - iii. It's times easier than the other way.
5. Financial updates, P&L statement

6. To-do

April

- 15th 21st, Request for Board nominations to be submitted to membership
- 30th 5th, Deadline for nominations by membership to be submitted

May

- 40th 12th, Deadline for Board ballots to be submitted to membership
- 15th, Deadline to file Form E990 with IRS to certify non-profit status (Matt)
- 25th 26th, Deadline for return of ballots, maintain ballot results for submission to NCSEA in September
- File Annual Report with the Maine Secretary of State before June 1st (Matt)

June

- 15th, Deadline for election results to be released to membership and NCSEA
- 30th, Board of Director term ends

July

- 1st, Board of Director term starts
- ACEC membership fiscal year starts July 1. Dues can be paid quarterly or annually. ACEC will send an invoice for renewal. Annual dues are approx. \$500.

7. Material institutes update (May 12th)(BTW)

8. Sustainability Committee update

9. SEER Subcommittee

10. ACEC Government Affairs Committee

Secondary Items (Reminders)

- NECSEA
 - a. Fellow delegates/NECSEA members. SEBH has started a sustainability committee and meet online the second Monday of the month at 6:15. We are a group of two and as I understand it your MO's also have small groups (or no group). If you or anyone in your organization is interested in attending to share ideas, pool resources etc. please let me know and I will send along the meeting invite.
 - b. Thomas Lamb <tlamb@tfmoran.com>
- Google drive
 - a. Board folder on google drive
 - b. Spreadsheet of past projects
 - i. Update with current seminars
- SEAM social media accounts
 - a. Facebook
 - b. LinkedIn
- SE2050
 - a. SEI goals for 2050

- b. As SEAM board members we should have more knowledge to discuss the initiatives
- Misc
 - a. Executive director (Person from NY?)
 - b. Local award
 - c. Mission Statement

New Business

Open Discussion

Adjournment

Seminar Planning 2021/2022

Month	Topic	Type	In-Person/ Virtual	Person
				BTW
TBD	Thermal Bridging	L	Webinar	Ian
TBD	SEER CALOES training, Michael Fallon	E	In-Person	Greg/Ian
TBD	Code Update Webinar			Matt
TBD	Historic building analysis			Greg
May 10,17,24	NECSEA Annual Webinar (Forward Promo)		Virtual	?
June 1st	SK Ghosh, IBC 2021 vs IBC 2015 Diamond Approval	F	In-Person	Greg
September	Consigli, Modular construction at Colby		Virtual	Tony
	Melissa Wong (TT) acoustics and vibrations			

Key:

F = Full day event

H = Half Day event

L = Lunch event

E = Evening event