

SEAM

MEETING MINUTES

July 6th, 2023

12:00 noon pm



Type of Meeting: Monthly Board Meeting (In-Person)

Meeting Facilitator: Ian Riley

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

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

Roll call

Approval of minutes from last meeting

Review of last seminar

1. IBC 2021 Seminar
 - a. Greg stated SEAM owes SEANH a small amount of \$\$ to cover the small loss
 - b. Discussed having tours of current projects for in-person meetings (better attendance)

Priority Items

1. Board Member Transition
 - a. Ian Riley assuming role of President
 - b. Tony Dumais assuming role of Secretary
 - c. Welcome new Director, Sarah Williams
 - d. Utilizing Basecamp for coordination and task tracking
 - i. All member should have gotten email – let Ian know if you haven't gotten it yet.
 - e. Add new president to bank account (**IR & MP**, after meeting)
 - f. Update contact information (**IR, BW**)
 - g. Greg Cuetara to be NCSEA delegate this year (**GC, IR**)
2. Plan for upcoming seminars (see Table)
 - a. Break from Summer seminars
 - b. Alternative engagement beyond just seminars/webinars
3. Constant Contact and Brown Paper Tickets

- a. Add login information for Brown Paper Tickets to duties document (IR)
- 4. Financial updates, P&L statement (MP)
- 5. To-do

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. This will be moved to a December Action Item~~

August

- None
- 6. Establish regular monthly newsletter to be sent to members (IR)
 - a. NCSEA seismic subcommittee looking for members
 - b. Upcoming items
 - c. Future Seminars
 - d. Corporate members can get free advertisement?
 - e. Can charge for marketing, job advertising
 - f. Material updates throughout the year
 - i. Send SW MDOT and AASHTO info (BW)
- ~~7. SEER Subcommittee~~
 - a. No items to add, will remove from list.
- 8. ACEC Government Affairs Committee
 - a. ~~New SEAM delegate~~ Bryson will continue on as delegate
- 9. MUBEC board
 - a. Targeting January 2024 as adoption of IBC 2021
 - b. Will look into if any information available on grace period (TD)
- 10. NECSEA Committee
 - a. Update Email contact (GC)
- 11. NCSEA Young Members
 - a. Establishing this in Maine
 - i. Not interested at this time.

Secondary Items (Reminders)

- Review of SEAM bylaws, [Bylaws | SEAM](#)
- NECSEA
 - a. SEBH sustainability committee
 - i. Chris Williams (TT) has show interest in being on the committee
- Google drive
 - a. Board folder on google drive

- b. Spreadsheet of past seminars
 - i. Current members try to add info on seminars you were responsible for in past (IR, BW, MP, GC, TD)
 - ii. Make an effort to add info to drive after a seminar is complete
- SEAM social media accounts
 - a. Facebook
 - b. LinkedIn
 - c. Confirm access for directors and officers (IR)
- SE2050
 - a. SEI goals for 2050; [SE2050](#)
 - b. Add to website/social media or newsletter?
- Misc
 - a. Executive director
 - i. Discuss getting this setup
 - ii. Financial impact
 - 1. Take a look at this in future – maybe to help with membership drive (IR has contact of person)
 - b. Maine structural engineering awards
 - i. Maybe make this part of the annual meeting

New Business

Open Discussion

Adjournment

Seminar Planning 2023/2024

Month	Topic	Type	In-Person/ Virtual	Person
September	Consigli, Modular construction at Colby	L	Virtual	Tony
TBD	Thermal Bridging	L	Webinar	Ian
TBD	SEER CALOES training, Michael Fallon	E	In-Person	Greg/Ian
				Matt
TBD	Historic building analysis			Greg
				Sarah

Key:

F = Full day event

H = Half Day event

L = Lunch event

E = Evening event