

SEAM

MEETING MINUTES

October 5th, 2023

12:00 pm



Type of Meeting: Monthly Board Meeting (Remote)

Meeting Facilitator: Ian Riley

Attendees: Ian Riley, Tony Dumais, Matt Paladino, 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. Good attendance – about 17 SEAM members attended. Good

Priority Items

1. Plan for upcoming seminars (see Table)
 - a. Update on status of previously proposed seminars
 - b. November 21 - Vertical Harvest Tour in Person with PSA
 - c. November 1 – Corrosion of Reinf Conc
 - d. December – Colby Modular Construction
2. Takeover website duties from webmaster (Ethan Rhile) and change website to Squarespace or similar service to facilitate ease of changes
 - a. Have Brown Paper Ticket “How To” document made so that board members can create events and create links directly in seminar email to members
 - b. Maybe have executive director be responsible for website in order to get things complete on time.
 - c. **GC** to reach out to someone he has in mind to get initial feedback
3. Financial updates, P&L statement (MP)
 - a. Overall financial statement has been down since last year
4. No longer using Zoom – not worth the cost to SEAM
5. Verify submittal of payment to NCSEA for members and payment of insurance premium
6. To-do

October

- Budget submitted to Board of Directors by 15th by Treasurer

November

- NCSEA Summit

GC to attend NCSEA Summit for SEAM

7. Review first newsletter and discuss next newsletter schedule
8. Corporate member sponsorship of SEAM?
 - a. Discuss possible benefits and costs.
 - i. Presentation at or before seminars?
 - ii. Recognition of sponsorship at events/meetings?
 - iii. Recognition at award ceremonies?
 - iv. Advertisement?
 - v. Logo on website, monthly newsletter, other announcements?
9. ACEC Government Affairs Committee
10. MUBEC board
11. NECSEA Committee
 - a. Review meeting minutes from 9/20/23 meeting
 - b. They are also arranging an informal meeting during the NCSEA Summit on Friday.
12. 2023 New England Transportation Annual publication ad submitted
13. Maine PE Board Stakeholders meeting in Augusta October 19th
 - a. GC to attend for SEAM

Secondary Items (Reminders)

- Review of SEAM bylaws, [Bylaws | SEAM](#)
- Google drive
 - a. Board folder on google drive
- SEAM social media accounts
 - a. Facebook
 - b. LinkedIn
 - c. Add upcoming webinars and seminars to events on social media
- SE2050
 - a. SEI goals for 2050; [SE2050](#)
- Misc
 - a. Executive director

- i. 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
November 1	Corrosion of Reinforced Concrete Structures	E	In-Person	Ian
November 21	Vertical Harvest Tour	E	In-Person	Greg
December	Consigli, Modular construction at Colby	L	Virtual	Tony
TBD	Blue Hill Falls Bridge Site Tour	E	In-Person	Ian
TBD	SEER CALOES Training, Michael Fallon	E	In-Person	Greg/Ian
TBD	Umaine 3D Printing Composites		In-Person?	Matt
TBD	Historic Building Analysis			Greg
TBD	395 Interstate Extension		In-Person?	Sarah

Key:

F = Full day event

H = Half Day event

L = Lunch event

E = Evening event