



BOARD OF DIRECTORS' MEETING MINUTES

October 8, 2010 – 9:00am – LGC, Concord

PRESENT:

- **Board Members & Officers:**
 1. Jennifer Perry – Vice President
 2. Dave Lent – Past President
 3. Al Bolduc – Secretary/Treasurer
 4. Kathryn Myers – Education Rep.
 5. Brian Vincent – Contractor Rep.

- **Guests:**
 6. Roch Larochelle, CMA Engineers, Manchester

- **Call to Order**
 - Meeting called to order at 9:03 AM by Vice President Perry.

- **Quorum**
 - There are not enough voting board members present for a quorum to be established (5 out of 13 members).

- **Guest Attendance**
 - Roch Larochelle attended the meeting as a guest. He stated he works with the American Council of Engineering Companies (ACEC) and New Hampshire Society of Professional Engineers (NHSPE) closely and wishes to be more involved with the NHPWA Board. The Board welcomed his continued participation. Although Larochelle cannot officially join the Board (there are no open seats that he fits the criteria of), the Board intends to appoint him to a committee(s). Myers to add Larochelle to the NHPWA email listserv.

- **Secretary Report**
 - The minutes of August 13, 2010 were motioned to be accepted with changes by Bolduc and seconded by Lent. All present were in favor (5/13). Myers to close the vote via email. The minutes of September 10, 2010 were motioned to be accepted with changes by Vincent and seconded by Bolduc. All present

were in favor (5/13). Myers to close the vote via email. These electronic votes to be ratified at next meeting.

- **Treasurer's Report**

- Bolduc reported that as of September 8, 2010, NHPWA has \$13,856.91 in a checking account. The consensus was this was enough to still feel comfortable supporting two \$1,000 scholarships.

- **Committees**

- **Communication**

- **Banner:** Perry brought the new banner to Construction Career Days. It will also be brought to the NHPWA Annual Meeting and to the LGC Annual Conference.
- **Newsletter:** Myers reported she has one article ready on the Public Works Memorial and will ask Schoenenberger to write articles on the Plow Rally and Construction career Days. Lent suggested we add blurbs on the finances & new board members. Myers to add a blip for members stating if they have ideas on speakers they want the Board to facilitate a meeting with to contact us. Myers to add a blurb on Public Works Awareness Week (what PW departments did) for next summer's edition. Next newsletter will go out November 2010. Myers to coordinate newsletter.
- **Website:** Myers to post the NHPWA Annual meeting to the website. Myers to ask the speakers to submit their presentations for posting on the website. Myers to re-design the website and send to Board for review.
- **Scholarship:** Myers and Larochelle created the scholarship committee. Blomquist will be appointed to this committee as he is current President. Larochelle to send Myers info. on criteria one of his boards used for awarding scholarships. Myers to follow-up.
- **Nominations:** Perry reported to BOD what Board seats will expire at this October's Annual Meeting: Education Rep. (Myers wishes to continue her service), Contractor Rep. (Sullivan wishes to continue his service), and one vacant member-at-large seat. Bolduc and Perry to coordinate open seat solicitation with Blomquist.

- **Events**

- **NHPWA Annual Meeting:**
 - Myers to follow-up on speaker gifts, give-a-ways, and certificates. Larochelle to send Myers a copy of a certificate he has which lists the number of PDHs available for attendees. Myers to ask LGC to print certificates.

- Perry to create the ballot for the meeting and bring copies to the meeting. Perry will also bring her “ballot box” for vote casting.
 - Bolduc and Vincent to sit at the registration booth. Myers to ask LGC to print 1) a list of registered attendees with name, affiliation & if they have paid yet, 2) nametags for attendees, 3) agenda (which Myers will submit). Bolduc to bring a receipt book to give to attendees who pay when registering.
 - Lent suggested we have our legislative committee reps. {SB 60 (Water Infrastructure): Kurt Blomquist, Stormwater Commission: Dave Cedarholm, Durham, Public Works Memorial: Carl Quiram} update the membership beginning with the 2011 annual meeting.
 - Myers to send the link of the flyer to Larochelle, who will circulate it among his different engineering groups. Larochelle suggested we add the number of PDHs to the flyer for next year.
- **LGC Annual Conference:**
 - Myers to coordinate who is “manning” the booth. Lent and Blomquist to follow-up with speakers.
- **Plow Rally and Construction Career Days**
 - NHPWA to offer assistance to help plan & organize these events next year.
- **Collaboration with other groups**
 - Lent and Blomquist met with ASCE to discuss collaboration. Lent and Blomquist to follow-up.
- **By-Law changes**
 - Tabled until further notice.
- **2010 Joint Committee of New Hampshire Engineering Societies Excellence in Teaching Awards**
 - Tabled until next meeting.
- **Future Meeting Dates**
 - Next meetings are October 28, 2010 (Annual Mtg.) – Perry to organize the meeting place and alert the group (NHPWA pays the lunch fee for members at this board meeting), November 18, 2010 (LGC Conference) & December 10, 2010. Myers to cancel the November 12, 2010 meeting date with LGC and to schedule meetings for 2011 (second Friday of every month).
- **Adjourn**
 - The BOD adjourned at 11:37pm.

Respectfully submitted,
 Kathryn Myers,
 NHPWA Education Representative
 October 13, 2010