

CECE Academy Business Meeting Minutes

Meeting Date: 4/22/2017

Introductions

Reviewed 2017 inductees and introduced officers (David Harkins, Chair; Jeff Stovall, Vice Chair; Stacey Weichert, Secretary/Treasurer) and academy members in attendance. Eleven new members were inducted this year:

David Burkett, P.E.
Hans Hansen
Drew Hardin, P.E.
Natalie Harvill, P.E., LEED AP
Barry Heard, P.E.
Chad M. Henthorn, CSI, LEED AP
Bill Higgins
Mickey Johnson
Brent Long, P.E., M.B.A.
Dale Rand, P.E.
Terry Swanson, LEED AP

Nominations were requested for next year, particularly needed from Environmental and Construction Engineering.

Prior Year Minutes

2016 minutes were reviewed. Motion was made to approve, which was seconded and carried.

Treasury

Stacey Weichert reviewed the Academy Fund for Excellence statement for FY 2016 and 2017, including revenue and expenses. In summary, the CEE Academy Fund for Excellence had \$32,412.07 revenue and \$10,881.93 in expenses (net income \$21,530.14) for FY 2016 (expenses included \$5,000 transfer to lab initiative account). A movement was made, seconded, and carried to accept the summary of accounts.

The current FY 2017 statement was discussed, noting that the 'Private Gifts' line item only included academy members' donations which were not directed to either the Endowment or the Laboratory Fund, therefore remaining in the Operating Fund. Discussion followed regarding the various accounts, contributions, disbursements, and donations as summarized below:

- Ty Thomas and Debbie Starcher provided information regarding the department scholarship endowment. The endowment is currently at \$261,633.62 and generally makes around 5% (on the order of \$12,000) which is currently set up as a Civil Engineering department scholarship. Victoria volunteered to work with the University's Development group to make the scholarship open to Construction students.
- In 2016, eight scholarships were awarded, totaling approximately \$13,164.64. It was estimated that \$12,400 would be awarded for the 2017/18 school year. These awards appear to be sufficient in relation to the current number of qualifying applicants and need.

- Discussion continued regarding how to contribute to the endowment fund versus the lab initiative. The department is currently on the online giving web page, but it doesn't work.
- The academy fund is not receiving much money when compared to the total number of members. Members present discussed need to clarify where the donations go in the annual letters. There are restrictions on how donations can be solicited (regarding language/wording); for example, we cannot present a 'recommended' donation but may be able to refer to a 'historical/average' donation amount per member. Debbie has requested clarification on requirements.
- Discussion followed regarding information to be presented in annual letters, how to increase donations, and clarifications to help members to understand choices presented. Recently, the letters have presented choices as to how to direct donations (e.g. endowment, operating account, lab initiative). Suggestion was made to have the default be the operating account but describe how the funds have been disbursed so people feel informed and perhaps more inclined to donate knowing how the money will benefit the department. Other ideas included listing previous donors, scholarship recipients, etc. and increasing the frequency of communication. Stacey Weichert volunteered to draft a mid-year letter, to be reviewed by David Harkins, and look into additional ways to contact members.

Treasury discussion returned to motion made to transfer \$10,000 from the Operating Fund to the Endowment (\$5,000) and to the Lab Initiative (\$5,000 per last year's meeting), which was approved. Request was made to add line items to next year's report indicating the various fund transfers and scholarship awards. Movement was also made to accept the Treasurer's Report, which was accepted.

Department Report

David Ernst (Interim Chair) presented the CECE Chair's Report, reviewing the department enrollment, scholarships, stipends, and faculty. The Department Chairman search continues.

New Business

Officers

In accordance with the Bylaws, the current Chair will transition out and Vice Chair and Secretary/Treasurer will transition into the next positions. A call for nominations was made; Steve Dean volunteered for the open Secretary/Treasurer position. A motion was made to approve the new officers, which was seconded and carried. Officers for next year are therefore as follows: Jeff Stovall - Chair, Stacey Weichert – Vice Chair, Steven Dean - Secretary/Treasurer.

Next Meeting

The next meeting of the CECE Academy is expected to follow the 2018 induction ceremony next April (date and time to be determined). The meeting was adjourned.

Minutes submitted by Stacey Weichert, Secretary/Treasurer