

Memphis-Area Joint Engineer's Council
Monthly Meeting
November 1, 2017



Minutes – 11/1/17

Call to Order: Chairman McGinnis called the meeting to order at 4:10. There was a quorum and a majority of organizations were represented. Others present were: Kendall, Fields, Matheny, F. Smith, Jones, Ventura, Black and Buxton.

Secretary's Report: The minutes of the October 4th meeting were reviewed and approved as presented.

Treasurer's Report: 14 of 17 organizations have paid dues. The ones still to pay are ASPE, ASQ, and NSBE-AE. They were sent a reminder email last week. We have received \$600 in donations, \$200 each from ECM, TSPE, and IEEE. Checking account balance is \$4,622.15 and savings account balance is \$1,075.92, for a total of \$5,698.07.

Old Business

Planning Calendar: The calendar had been distributed electronically. There had been no comments. None were forthcoming at the meeting. It was approved as presented.

New Business

Award of Excellence Guidelines: The guidelines were distributed for information. No action was required.

Student Contest Announcement and Contact: Past Chairman David Wu needs to update the announcement.

School Contact Assignments: Secretary will distribute NLT 11/10/17 for initial contact before 12/15/17. The Secretary requested suggestion for schools to be contacted.

Call for Award of Excellence Nominations: The call will be NLT 11/24/17. Responses are due 1/19/18. That is a hard date.

Call for Featured Engineer and Student Selections: The call will be o/a 11/24/17. Selections are due 1/26/17. Getting the selections is difficult. They need to be included in the Kickoff Luncheon program which is on 2/14/18.

Other: There was no other new business.

Adjournment

The meeting was adjourned at 4:35 pm. The next meeting will be on 12/6/2017, in Room 241, Nolan Engineering Building on the CBU Campus at 4 pm.

These minutes were approved as presented at the 12/6/17 meeting.

A handwritten signature in black ink, reading 'John L. Buxton' in a cursive script.

John L. Buxton
Secretary