

Memphis-Area Joint Engineer's Council
Monthly Meeting
November 4, 2015



Minutes

Call to Order/Introductions: Chairman Matheny called the meeting to order at 4:10. Other attendees were: Gene McInnis, David Wu, Ryan Groves, Michael Moore, Matt Odom, Janet Sykes, Loraine Tomah, Allan Otts, John Ventura, Harlon Mills and John Buxton.

Secretary's Report: The minutes of the October 7, 2015 meeting were reviewed and approved as presented.

Treasurer's Report: The report indicated that 10 of 17 had paid dues. One was paid at the meeting. There have been no expenses. \$4,880.69 is available in the two accounts. The report was approved as presented.

Old Business

There were no new representatives for 2015 – 2016

Planning Calendar: The current calendar is not yet posted on the web site. No changes were made.

Award of Excellence Guidelines: The guidelines had been revised to reflect the AOE responsibility change from Vice Chairman to the Secretary. The revised guidelines had been attached to meeting agenda. The procedures were discussed for the benefit of new representatives.

Engineers' Week Update: Engineer Gary Shorb, President, Methodist Healthcare System, will be the luncheon speaker on 2/24/16.

New Business

Student Contest Announcement: Renee Stoll had agreed to be the contact person. She had updated the announcement with her information. Ryan Groves said we might want to use "Survey Monkey" for registration. Subsequent to the meeting, he prepared a form. It can be viewed at: <https://www.surveymonkey.com/r/2016MJECSCFORM>

School Contact Assignments: Buxton said he would not be able to distribute the contact assignments on 11/9. They would be distributed before the calendar date of 11/16/15. Contacts should be made before 12/11/14.

SCS Web Site Demonstration: There was trouble getting to individual schools. Later, Buxton found that clicking on All Schools and scrolling down worked well.

Call for Award of Excellence Nominations: 11/27/15: Due **1/29/16. Action by Secretary**

Call for Featured Engineer and Student Selections: - 11/27/15: Due **2/5/16. Action by Vice Chairman.** Wu said he did not plan to use frames but nice presentation folders.

Other: The web site required updating. The Secretary is to review and so advise Webmaster Pong.

Adjournment

The next meeting will be on 12/02/2014, in Room 241 in the Nolan Engineering Building on the CBU campus at 4: PM.

These Minutes were approved as presented at the 12/2/15 meeting.

Secretary