

Memphis-Area Joint Engineer's Council  
Monthly Meeting  
November 7, 2012

## Approved Minutes

**Call to Order:** Treasurer Renee Stoll called the meeting to order at 4:10 PM. Subsequently, Vice Chair Sedrick assumed the chair. Other attendees were: Jerry Kennedy, Phillip Stuckert, Renee Stoll, Tom Lawrence, George Barnes, Pong Malasri and John Buxton. Brad Davis and Stephen Edwards were present representing Engineers Without Borders. Shayla Guy was also present from Southwest.

**Secretary's Report:** The minutes of 10/3/12 meeting were reviewed and approved as corrected by George Barnes.

### Treasurer's Report

**Budget:** There was no change to the approved budget. There had been no expenses.

**2012 - 2013 Dues:** Treasurer Stoll said eight organizations had paid dues and two had made a \$200 contribution each for the Student Contest. A dues reminder was to be sent out at the end of the month.

### Old Business

**New MJEC Member:** ASEM (American Society of Engineering Management) was joining. Greg Sedrick is representative for now.

**Planning Calendar/Engineers Week Update:** The TSPE Banquet will be on 2/19/13 at CBU. MAESC is still uncertain.

**Student Contest Announcement:** This had been modified and used in early contacts. Shayla Guy requested the contact list for her follow-up. She also asked if the MJEC would like to have pizza again at the contest. The offer was enthusiastically accepted. The Secretary is to provide the contact lists.

### New Business

**School Contact Lists:** The targeted 20 MCS/SCS schools were portrayed as were the applicable charter schools. The Secretary will assign schools to the member organizations for contact.

**Call for Award of Excellence Nominations & Featured Engineer Selections:** The Treasurer and Secretary, respectively, will send out the call at the end of the month as per the calendar.

**AIA:** George Barnes said that he had invited the AIA President and Executive Director to the December meeting.

**Engineers Without Borders:** Brad Davis and Stephen Edwards explained the purpose of EWB and described a recent trip to Bolivia to gather data about a water supply system for an impoverished and isolated community. Brad offered to talk to the member organizations.

**STEM:** John Buxton described the extra-curricular program at East High School which had 150 students from 20 high schools. He thought this was a group the MJEC should strongly solicit for the Student Contest. He moved that he have 150 announcement printed for distribution at East HS. The motion was seconded and approved.

### Adjournment

The meeting was adjourned at 5 PM. The next meeting will be on 12/5/2012, in the Nolan Engineering Building Room 241 at 4 PM.

**These minutes were approved as presented face at the 11/7/12 meeting.**



John L. Buxton, P.E. (R)

Secretary



**Memphis Area Joint Engineers' Council**  
**TENTATIVE 2013-2013 Calendar**  
**10/3/12**

September 5, 2012	<b>Monthly Meeting</b> – Development of Calendar
September 14, 2012	Send out Dues Invoices
September 26, 2012	Send out October meeting reminder via email
October 3, 2012	<b>Monthly Meeting</b> – Approval of Calendar
October 31, 2012	Send out November meeting reminder via email
November 7, 2012	<b>Monthly Meeting</b> – Contest Chairman to present Plan for Student Contest
November 16, 2012	Secretary distributes school contact information
November 19, 2012	Initiate individual contact with schools re: Student Contest.
November 28, 2012	Send out December meeting reminder via email
November 30, 2012	“Past Due” Dues Notice Sent Out
November 30, 2012	Send out <b>Request for Nominations</b> – Featured Engineer, Featured Engineering Students. Send out <b>Request for Nominations</b> M JEC Award of Excellence
December 5, 2012	<b>Monthly Meeting</b> - Preliminary Engineers' Week Plans, Student Contest Progress Report
December 14, 2012	Complete individual contact with schools re: Student Contest.
December 25, 2012	Merry Christmas
December 28, 2012	“Final” Dues Notice Sent Out
January 2, 2013	Send out January meeting reminder via email
January 4, 2013	Reminder for Featured Engineers and Award of Excellence
January 9, 2013	<b>Monthly Meeting (Engineer Week information available)</b>
January 30, 2013	Send out February meeting reminder via email
January 30, 2013	<b>Deadline for Nominations – MJEC Award of Excellence</b>
January 31, 2013	“Council Membership Inactive” Notices sent out for unpaid dues
February 2, 2013	<b>MathCounts at CBU</b>
February 6, 2013	<b>Monthly Meeting</b> – Final Plans for Engineers' Week and Student Contest. Invite ECM and TSPE to come for final coordination. <b>PIZZA</b>
February 8, 2013	<b>Deadline for Nominations</b> – Featured Engineer, Featured Engineering Students
February 9, 2013	<b>Student Contest</b>
February 17 - 23, 2013	Engineer's Week (Theme: Engineers Make a World of Difference)
February 19, 2013	Order or the Engineer Luncheon

February 20, 2013	<b>Engineer's Week Luncheon by ECM</b> – MJEC to present Featured Engineers and Award of Excellence. U of M Holiday Inn.
<b>February ??, 2013</b>	<b>Engineer's Week Mid-Week Banquet by TSPE</b> – MJEC to present Student Contest Winners and Featured Engineering Students at <b>???. TBD</b>
February 27, 2013	Send out March meeting reminder via email
March 6, 2013	<b>Monthly Meeting</b> - Officer Nominations and Engineers' Week Debrief
March 27, 2013	Send out April meeting reminder via email
April 3, 2013	<b>Monthly Meeting</b> - Elect Officers for 2013-2013; appoint Audit Committee
April 24, 2013	Send out May meeting reminder via email
May 1, 2013	<b>Monthly Meeting</b> - Audit Committee Report and Installation of Officers
<b>May ??, 2013</b>	<b>MAESC Conference at ???</b>