

ASME Executive Meeting, October 26th, 2005, 12:00 pm

In Attendance:

*Zana Konecni
Partha Rangaswamy
Jessica Clark
Anthony Puckett
Jobie Gerken
Bob Meier
Jeff Jorenby
Mike Prime
Richard Browning
Brian Smith*

Agenda

1. Report from the Dinner meeting

*Zana has check from Fuller Lodge deposit, given to Jessica
~90 people, funds not balanced, need to figure out a way to make things work.
Small things caused meeting to not run as smooth*

Overall a success

Need to have an executive meeting just before the next dinner meeting to make sure everything is sorted out..

For future meetings the meal price may need to be raised to limit the Sections' out-of-pocket expenses to \$1000.00. Price information is available from previous meetings to make this happen.

2. Treasurer report

\$9,300 checking

\$27,000 savings

3. Secretary Report (Inventory items ...)

Needs to be done. Few responses from previous request.

Get a new set of name tag holders and give to secretary to store.

Mike may have nametags from last dinner meeting.

4. Upcoming events

Budget and volunteers for Science Fair

This year's budget will be \$250 for prizes (Los Alamos).

Prizes for Espanola and Pojoaque (up to \$100 each).

Budget and volunteers for Engineering Week

Jessica will do food.

Wednesday, February 22nd

Last year spent ~\$1000

This year the budget will be \$1500, which will include food

GD&T classes

November class is postponed due to CR and determining optimal payment method.

Jessica is talking to banks and others about credit card arrangements.

5. Discretionary spending

Better budget management will limit extra discretionary spending.

Common sense should prevail, i.e. reasonable. If not comfortable then talk to officers or other executive committee members.

6. Policy measures on decisions officers can take when they have to fill in for other officers who are unavailable

Common sense should prevail. If uncomfortable then consult others.

7. We need more speakers for lunch meeting for the months (Feb, Mar, April) 2006.

Possible Dinner speaker (Jan to Mar): Artificial gem dude. (Paul Hlava)

SWRI speaker: Columbia disaster

E-Bomb: Doug Benson

Possible Lunch Speakers: Doug Benson: E-Bomb

8. Suggestions for any tours in Spring/Summer 2006.

None suggested (topic not really discussed, pickup next meeting).

9. Membership Party in first quarter of 2006:

Jessica, Jobie, and Jeff will plan

10. Projector

Mike S. is waiting for a reply on insurance from ASME

Action Items:

- 1. Send inventory to Anthony*
- 2. For next speaker give \$20 gift certificate to Chamber of Commerce if flash is not here yet. Jessica will buy one certificate.*
- 3. Partha is contacting Pojoaque and Espanola schools about science fair.*
- 4. Mike S. will bug ASME about insurance again and try to resolve.*
- 5. Zana will contact Doug Hlava about dinner meeting and determine date.*
- 6. Next executive meeting in early December.*
- 7. Jessica will update executive committee for credit card options.*