

ASME – NNM Executive Committee meeting Oct. 5, 2004

Attendance:

Jessica Clark
Catherine French
Jobie Gerken
Snezana Konecni
Bob Meier
Mike Prime
Partha Rangaswamy
Mike Steinzig

Zana gave a report on the Region 12 Conference.

- Conference worthwhile – recommends that we send at least two executive members next year.
- There is a new tool in the Leadership Toolbox to track meetings (attendance, comments, etc)
- ASME is undergoing reconstruction
- Region has instructors trained in professional development that give seminars free of charge to the Region.

Catherine presented the SOW for Anne Browning

- Final draft needs to be commented on by end of week (10/8)
- SOW is for the Nov. GD&T course only

Catherine will finalize section newsletter this week

Committees

- Need to form formal committees.
- Solicit volunteers from section as a whole
- Look through past attendance logs and invite those who have come regularly to meetings to the next executive meeting
- Finance committee high priority. Should have a meeting in the near future devoted to finance only.

Bylaws

- Section bylaws exist may be in “the box”
- Catherine will look in her “president” stuff
- Suggested that we should create a list of responsibilities for each of the executive officers.

Classes

- GD&T class Nov. 8-10.
- Offering membership to attendees

- Partha to find all 20 some applications, write check, and give list of names and emails to Jessica
- Jessica to send announcement to Jennifer Dugan of Alb. Section

Upcoming meetings and events

- Oct. 27, 5:30 dinner meeting with Craig Martin at Hot Rocks
- Mike S to arrange menu
- Catherine to contact Laura Worl to get schedule preferences (would be another dinner meeting)
- Holiday get-together deferred to spring

Misc.

- Mike S suggested sending flowers to region coordinator, Jean Camby, that retired, agreed to \$50.
- Still waiting for \$1320 section funds from ASME...Partha follow up