



San Fernando Valley Section Meeting, District D

Dec 9, 2008

Minutes

Attendance:

- Lois Holtzclaw
- Warren Pearson
- Vincent Meraz
- Livingston N. Balasingham
- Timothy D. Hinerman
- George F. Tirone

Executive Board Officers:

- Executive Board Advisor: Timothy Hinerman
- Webmaster: Warren Pearson
 - Webmaster will post planned activities, officers, meetings, etc. and update the existing webpage. Tim will provide password for website modifications. Place invitation for people to form part of board.
- Chair: George F. Tirone
- Treasurer: Lois Holtzclaw
- Secretary: Vincent Meraz
- Vice Chair: Vincent Meraz
- Program Chair: Livingston N Balasingham

Upcoming Event:

NH Ball Bearing Plant Tour

- Plant expects 15 to 20 engineers will attend
- Chair sets goal of 50 engineer's attendance
- Plant will provide dinner / snack
- Plant will market itself to the visitors
- Plant will brief the visitors about what they are being shown

A review of the email correspondence between George Tirone and JSung from NHBB, on Dec. 4, 2008, with subject "Suggested Outline for SFV – ASME Section Tour" left a suggested schedule and content outline. The Board recognizes that the content is completely at NHBB's discretion. As stated in the email, "the intent of this tour's focus should be to promote and sell NHBB's abilities to as many professional engineers that attend this tour through the section's membership. The result is projected to be a mutually beneficial meeting serving the needs of both organizations."



- 6pm Meeting Start Time / (Tue – Thur)
- Social Time (~45 to 60 min) – Concurrent Events
 - Food and Drink
 - Gathering and Salutations
 - NHBB Presentation
 - Company Promotional
 - Sell NHBB to the engineers
- Promotional Giveaways
 - Maybe? Drawings for more desirable giveaways
 - Discuss Tour Plans
 - What will be seen in the facility
- Conduct Tour
 - Breakout into 2-4 groups to expedite
 - Start at Different Locations
 - 45 – 60 min Physical Tour
- Gather for Quick Closing (If orchestrated properly)
 - Plan on potential of immediate departures after the tour
 - Nothing formal / Thank you
 - 9pm departure

The preferred days for the plant tour are:

- 1- Tuesday the 24th
- 2- Tuesday the 17th
- 3- Thursday the 26th

- George Tirone will contact the plant to see if they can accommodate a tour on any of these days.
- George Tirone will contact the plant to determine the age limit for the plant tour.

General Discussion about our Recovering Section:

- Emphasize the necessity to support the Treasurer.
- As a recovering section, we should focus on how to get more people involved.
- The Section will hold monthly Executive Board Meetings, and attempt to have 5 to 7 tours or speaker events per year
- Try to get a tour of the new Solar Power plant in Bakersfield organized.
- Motion by Warren Pearson to put the Bylaws on the webpage. Passed unanimously. The website should have a separate page for History, including the last page of the bylaw handouts.
- There is a District Leadership Training meeting in Mar. The Chair will attend, funded by the Section.



- The Leadership Training Committee (LTC) will meet in March. The Chair (George F Tirone) and Timothy Hinerman will attend. The goal is to send at least 2 people if it is possible to get funding. Look for an endowment from the District to start sending our people to events. We need to create a budget for anything we'd like to request.
- Treasury records are available back to 1987. The current balance is \$9,827. We also have approximately \$400 in donations that are owed to the section. Timothy H. will try to collect the donations.
- Timothy H. will review all correspondence sent by the Chair to the District
- Motion by Vincent Meraz to hold the next Executive Board Meeting in March. Passed unanimously.

Sources of Income:

- Endowment (merit based) \$1k
 - Turn in the Merit Based Funding Submittal Form for 2009. The section is planning to meet the requirement as follows:
 - Item 1 – Section Communications
 - Updated Website and Contact info
 - Action Item: ALL board members agree to open an asme.org email address by January.
 - Maintain communications with members by email communications
 - Item 2 – Section Activities for Members
 - General membership activities (Socials, Tours, courses, visiting student sections).
 - NHBB plant tour is planned.
 - Bakersfield Social in late January (Vincent M.)
 - Possible solar plant tour
 - Possible trip to A. Busch in April (George T.)
 - Visit to CSUN Student Section. A career guidance activity in March (make sure it isn't spring break)
 - CSUN is the only school included in our section.
 - We can participate in Design Sections by evaluating projects and giving prizes
 - We can organize career guidance type activities
 - Lois H. will bind the ASME student rep and establish contact



- Timothy H and Vincent M. will make a career day at CSUN
- The online After Activity Report to be filed by the Secretary.
- Item 3 – Opportunities for Member’s Growth
 - Set up a Library with EIT/PE review material to get Merit points. Donations to library by Vincent Meraz:
 - *Mechanical Engineering FE Exam Preparation 3rd Edition*, Jerry H Hamelink, \$26
 - *Mechanical Engineering PE Problems and Solutions 7th Edition*, Jerry H Hamelink, \$45
 - *Principles and Practice of Engineering Mechanical Sample Questions and Solutions*, 2008 NCEES \$65
 - *Fundamentals of Engineering Supplied-Reference Handbook 8th Edition*, NCEES, \$14
 - *Professional Engineer License (PE) Exam Prep on DVD Review Course*, ASME , \$645
 - *FE Exam Prep Lecture CD-ROM Video*, ASME, \$250
 - *Essential Equations for the Mechanical PE Exam using the HP33s*, James Kamm, 2006, \$43
 - Webmaster (Warren P.) will add a section to the webpage called “EIT and PE Study Help.” Lois will be the point of contact for Members who want to borrow material.
- Item 4 – Aid in the Development of the Engineering Profession
 - Host Student Competition, or participate in Engineering Fair/Design Sections by evaluating projects and giving prizes
 - Engineering related presentations to CSUN, some type of Tech speaker at CSUN during May
 - Support sending ourselves to the San Fernando Valley Eng. Council in mid February.
- Item 5 – Section Operations
 - Executive Meetings – First held on Dec 9th, next planned meeting for March.
 - Send a delegate to the LTC – Timothy H and George T will attend
- Performance (Professional development classes)
- Selling Classes and Dinner events

MOTION TO ACCEPT AGENDA by Vincent M., accepted by all
MOTION TO CLOSE MEETING by Livingston B., accepted by all