

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting June 29, 2010

Executive Committee 2010 – 2011

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Attendees:

- Executive Committee: Enrique Susemihl, Chinh Bui, Curtis Smith, John Lyver, Bill Byrd
- Other: None

1. **Call to Order:** (E. Susemihl) The meeting was called to order at 10:30 am (EST). Meeting was conducted by teleconference.
2. **Transition to new SERAD Chair and Introduction of the EC 4th Vice-Chair:** E. Susemihl formally handed over responsibility to the new SERAD chair, Chinh T. Bui, and then left the teleconference. C. Bui welcomed Bill Byrd to the team, and noted the new assignments (J. Harris as Treasurer, B. Byrd as Secretary).
3. **Review/adoption of minutes from April 6, 2010:** Latest draft minutes were approved conditional on suggested changes:

- a. Remove first bullet under Item #4.
 - b. Note that Item #7 “to whom” text to be replaced by Pete Prassinos.
- 4. Treasurer’s report:** (J. Lyver) (Note: J. Lyver sent email to EC discussing SERAD financial balances)
- a. OMITTED
 - b. Still an open action (#1) to have ASME combine the two accounts.
 - c. OMITTED
 - d. No voluntary corporate contributions in the May 31 report (account 3613 – member contributions, and 3604 – contributions received). This will need follow-up later in the summer.
 - e. OMITTED
 - f. Since the 3rd Vice Chair/Treasurer position will change to J. Harris shortly, C. Bui will request that ASME grant access to the SERAD financial reporting system to Jim in July.
- 5. Review of action items list.** Complete updated list is shown in Attachment 1.
- 6. Review of By-Laws and Operating Guide:** (C. Bui) Went over the draft text in the by-laws and operating guide. Comments on by-laws will be incorporated by C. Bui and sent to Pete Prassinos next month.
- 7. Update on other ASME committees:** (All) – C. Bui will send out information related to the Energy Challenge.
- 8. Other business:** (All) J. Lyver accepted the oversight position for the SERAD Student Contest and will work with B. Brady. Ward Baun is excited about continuing the SERAD newsletter and will be participating in future EC meetings. He plans to do the newsletter quarterly, with the next edition in 3Q 2010.
- 9. Next SERAD EC teleconference:** (All) 08/03/2010 10:00-11:30 am EST. B. Byrd will provide an update on the status of IMECE papers, and C. Bui will lead a discussion on the annual plan.

Adjourn: Meeting adjourned at 11:33 am EST.