

K&C BoD Meeting Minutes- November 3rd, 2008

1:30pm Welcome and Introductions

Agenda Review

Approval of 08 Annual Meeting Minutes- Approved

VOLT: Looking for a minimum of 4 people from K&C for a 2 day train the trainer seminar in the first quarter of 09. Location not determined. Funding covered by VOLT budget. Submit names to Richard by 11/24.

1:45pm Strategic Discussion, next steps and planning for next retreat

LTC Update: Jack Whitehead (see presentation in appendix)

They will continue with 101 and ALF tracks. LTC runs from March 6-8, 2009 near LAX.

Annual Meeting Update: Phil Carpentier- Program has been laid out. Still confirming speakers. Preliminary agenda has been sent out to the board. A chance to contribute to the annual meeting. It will be in Palm Springs. June 11th 2009. All key sessions have been set as well as blackout times. 1st 2 sessions were financial disasters. This is still with BOG to discuss.

Planning for strategic planning retreat. Successful session this morning on objectives for FY10. Retreat should be in Q1 of 09. Looking for guidance on what this should look like and what planning we need to do and what facilitation is necessary. VOLT has a strategy model to present or there is a facilitator that we had in Dallas or we can do it ourselves. It needs to be a formal strategic plan to pass on to the next few generations. Phil will be the keeper of the document. A lot of feedback received on what was accomplished in Dallas. Dave Struggs, Phil and Tom Libertiny will work together on the planning. ACTION: Richard will send an email will go out with proposed meeting times.

Strategic Objectives: Burt Dicht- the group spent the morning on the strategy map for FY10 and agreed on 5 objectives. ACTION: Burt will put the objectives on the map and in the table. He will map the initiatives to the objectives that were suggested by each board and committee.

2:30pm Technical Communities Measures and Metrics, review of conference planning for next three years

Update on TCOB Structure and Processes: Dan Segalman (see presentation in appendix)

Update from Amos Holt, ASME President Elect: 3 prime strategic areas: Energy, Workforce, Strategic Focus. Leadership and ability move things along.

Update from Tom Barlow, ASME President: A Diversity task force has been created. Diversity needs to be part of our conversation and how we think. It is not a "by the way". It needs to be part of what we are doing now. Diversity is necessary in all forms of looking at problem situations. He hopes Amos does a good job as he is part of this group.

Update from Tom Loughlin- Executive Director: Society mission and vision- precious challenge of leadership how to use the resources on behalf of the mission leaders and money.

Talking energy, and power, global issues that we are part of that conversation

Operations- Enable the volunteer units- make the best decisions possible, we need good data.

Reporting is key and improvements are coming and being worked on.

Made some steps but we can do better and will.

Organization- making some tweaks to the staff organization, starting at the top and making reassignments to help them serve us better.

15 years on staff, we have not enjoyed such a great relationship together.

3:00 pm Break

3:15 pm Preparation for SVP Election in June

SVP Election: Hank Cook and Scoty McEwan (see presentation in appendix)

Burt will schedule time after the business meeting at the Annual meeting for the election. VP spots for Affinity and Financial Ops are also up for elections. All VPs must identify their nominating committee alternates. Global, Finance, and Affinity need new nominating committee members.

ACTION: Tom Libertiny, Larry Kielasa and Justin Young to identify new nominating committee members.

3:45 pm Program Assessment and FY10 Budget Preparation

Budget Preparation: Burt Dicht

6 month forecast is used to develop a baseline budget. This goes through 3 reviews to see where expenses can be cut and where revenue can be generated. K&C costs \$4Mil to operate. Majority of which is staff support (20 ppl) and travel (\$700,000). Money divisions make go into custodial accounts and membership dues go into the general fund and are not credited to the K&C sector.

Larry and Burt to send request for first inputs from VPs. This will be combined and sent to Wiess. Cuts or adds will be decided by the Financial Operations board.

Program assessment: Propose to use a formula to calculate the strategic value taking input on how many users are reached, staff departments used and volunteer boards involved. This will be discussed offline with the members of the board.

4:30pm New Business (schedule next telecoms)

Once a month schedule. Friday afternoons work best for Rich 4pm 2nd or 3rd week. We need a complete email list of who needs to be part of this meeting.

Energy Challenge- Rich to get a slide presentation out. Overarching strategy from ASME. Where is ASME positioned tactically on handling the Energy situation in USA or globally.

Question about expense reimbursement- tabled until telecom to discuss how many days are reimbursed.

4:50pm Summary and Action Item review

Action Items:

- Burt will pass David' contact information to Tom and Phil for strategy planning
- Burt to map initiatives to the objectives as agreed upon in the morning meeting
- All- think of candidates for SVP, VP for Affinities, Financial ops and NC Candidates
- Larry to send letter on budget plan to all VPs
- Rich to send an email on what we are voting on and why in preparation for a proper vote.
- Burt will follow up with each VP on the budget planning.
- NC members to be replaced- Global Technical and Finance. All alternates need to be redone. As it was only 1 year. Can be repeat. Dedicated service award for calendar year 08.
- ALL: 4 names by 11/24 to be VOLT trainers. Some LTC presenters can take this opportunity.
- Phil to get black out dates on the AM.

5:00 pm Adjourn

Please report any inaccuracies or omissions to Marianne Chan or Tim Hinerman. Extended note for this meeting are available on request.

K&C BoD Meeting	Monday November 3rd 2008		Attendance Sheet
Name	Representing Committee	position	Email address
Marianne Chan	K&C Information and Communication	Vice Chair	chanm@asme.org
Jack Whitehead	LTC	Co-Chair	jrw5@att.net
Chrissy Perakis	K&C Staff		perakisc@asme.org
Deidra Hackley	K&C Staff		hackleyd@asme.org
Henry Scarton	Technical Communities	Governance	scarton@rpi.edu
Scot MacEwan	Representation and Governance		macewans@asme.org
Hank Cook	Representation and Governance	Chair	cookh@asme.org
Phil Carpentier	K&C Programs and Activities	Vice President-Elect	philip.carpentier@shell.com
John Wesner	K&C Programs and Activities	Vice President	wesnerj@asme.org
Tim Hinerman	K&C Information and Communication	Chair	hinermant2@asme.org
Mindy Grinnan	Technical Communities	Vice President-Elect	grimnh@jea.com
Burt Dicht	K&C Staff		dichtb@asme.org
Richard Laudenat	K&C Board	Sr Vice President	richard.laudenat55@snet.net
Justin Young	Affinity Groups Operating Board	Vice President	youngj921@asme.org
Tom Libertiny	Global Communities	Vice President	libertinyt@asme.org
Hieu Nguyen	Global Communities	ECLIPSE Intern	nguyenh1@asme.org
Marian Heller	K&C Staff		hellerm@asme.org
Karen Ohland			ohlandK@asme.org
Tom Davis	Global Communities	District B	danistc@asme.org
Stan Halperson	Global Communities	District A	s.halperson@comcast.net
Richard Bunce	Global Communities	District F	buncer@asme.org
Usman Bin Younos	Global Communities	District G	usman@asme.org
Vince Dilworth	K&C Staff		dilworthv@asme.org
Russ Skocypec	BEG-TGL		rdskozy@sandia.gov
Rick Marboe	ETC-TGL		rem4@psu.edu
Mike Weis	ASME Staff		weism@asme.org
Richard Ulvila	ASME Staff		Ulvilar@asme.org
Thomas Wendt	K&C Staff		wendtt@asme.org
Judith Bamberger	K&C Programs and Activities	MAL	Judith.Bamberger@pnl.gov
Lee Hawkins	K&C Staff		hawkinsl@asme.org
Roy Arbet	ASME Staff		arbetr@asme.org
Dan Segalman	Technical Communities	Vice President	djsegal@sandia.gov