



# NE IECA Board Meeting

## September 16, 2016

### Minutes

**In attendance by call-in:**

**Board:** Jim, Pete, Mickey, Jenna, Floyd, Dan, Josh, Steve, Joe, Jamie, Bill, Andrea

**Non-board:** Eric Steinhauser

**November 2016 conference update: Dan**

Nov 3-4 Sturbridge, MA

Latest brochure distributed today by Dan

Agenda is firmed up but Dan needs bios and abstracts

Dan needs input and assistance on a 21<sup>st</sup> century approach so information can go on brochure for distribution.

Brochures will be designed and printed by Steve's wife. Pete suggested that we not print and distribute electronically. That seemed an unanimous decision. Joe commented that will save \$600.

Any comment on agenda needs to get to Dan by Monday.

We will also need a folder insert or conference booklet that will need printing.

Distribution: each Board member needs to go to their list serves. Floyd will take care of vendors.

Steve will handle the registration and update the brochure to complete that.

Dan to reach out to EPA for keynote speaker.

Dan will set up weekly calls for conference committee members (plus Mickey).

Bill and Andrea can do signs if need be. Dan please confirm that is what you would like.

**Financial Update: Joe**

Balance ~ \$16k. Very few expenditures this year other than internet fee and chapter dues. 2 vendors registered for fall conference but that is it right now. NY Chapter of ACEC is having their conference at the end of that same week so may be some conflict with vendors there.

**Web Update: Bill**

We should be all set for the conference – on Home Page and on its own page. The calendar is continually updated by Pete. Board Members and contact info should be up to date.

**2017 Conference: Pete (also Eric Steinhauser)**

New Hampshire venue

Jamie Houle willing to assist and offered UNH as a potential venue. Last time in NH (7 years ago) we had about 125 but looking for 200 is a good place to start. Josh also volunteered. Past goal had been to do a save the date in current year's conference info but it is not absolutely necessary. Eric and Jamie to begin discussions for 2017.

**Other general discussion/Items from Board**

Call for Board nominations should be going out ASAP. Mickey and Andrea to coordinate.