



IEEE

**Product Safety Engineering Society
Board of Directors Meeting**



Product Safety Engineering Society

Minutes – Teleconference – April 6, 2004

Participants: Jim Bacher, Jack Burns, Daniece Carpenter, Richard Georgerian, Murlin Marks, and Mark Montrose

Item Description

Call to Order – Mark called the meeting to order at 4:15 pm CST. We don't have a quorum, so we'll discuss issues and forgo formal votes until our next meeting (May 4.)

1. **Officer Reports**

- **Secretary's Report (Murlin Marks)** – There were no changes for the March 6 minutes, which will be reviewed at our next meeting.

- **Treasurer Report (Dan Arnold)** – No report. Mark said that since the conference will be getting some funds, it will not need a loan from the PSES board at this time. Mark has requested a \$10K grant from the Reliability Society.

2. **VP Member Services Report (Daniece Carpenter)**

We've received no answer yet from IEEE regarding a permanent address (AI #7.)

We are not aware of any upcoming conferences. We need to build up a list of conferences.

Daniece has been researching ideas for new member incentives.

We need to consider providing funds for marketing materials.

Mark reported that as of March 15, we have 315 members.

3. **VP Communications Report – (Jim)**

Jim is fine-tuning the logo. There was agreement to pay up to \$800 for converting the logo data to vector format from bitmap. He will also look at color options to run by the BoD.

Cal Lab Magazine will be running a conference ad. Ads in our program should more than pay for its printing.

We have started the process to get the word out about the PSES.

Mike Sherman is considering our editor offer. He is also considering setting up a PSES chapter.

4. **VP Technical Services Report – (Rich) No report.**

Mark is working on a Reliability TC.

5. **VP Conferences Report – (Elya/Henry) No report.**

Mark will request that Elya provide a written report for future meetings that he cannot attend.

6. **Old Business – No old business.**

7. **New Business – No new business.**

Next meeting: 2pm CDT, May 4 teleconference; usual place.

5:05pm CST, meeting adjourned.

Murlin Marks, Secretary

ACTION ITEMS

2. (1/6/2004) Logo Contest – Jim will finalize image – open

3. (1/6/2004) Jack to talk to IEEE membership re working together to gain IEEE/PSES members – open

4. (1/6/2004) Daniece – Chapter Guidebook – open

6. (1/6/2004) Jim to start up a newsletter – open

7. (1/6/2004) Daniece will ask IEEE about permanent address options - open

9. (3/6/2004) Jim to contact Mike Sherman re Journal – open

10. (3/6/2004) Henry to develop teleconferencing/electronic voting procedure – open

11. (3/6/2004) ADCOM to develop comprehensive calendar – open

12. (3/6/2004) Daniece to create a Chapter Development task force – open