



Minutes

Date: September 9, 2008 - Board of Directors Meeting

Committee Members:

Jim Bacher, Henry Benitez, Mark Montrose, Murlin Marks, Richard Georgerian, Dan Roman, Ken Thomas, Jack Burns, Daniece Carpenter, Richard Pescatore, Elya Joffe, Dan Nachtigall, Doug Nix, Peter Tarver
Guests: Irv Engelson, Bob Rassa, Ted Freeman, Dan Arnold, Stefan Mozar

Participants:

Jim Bacher, Henry Benitez, Murlin Marks, Dan Roman, Daniece Carpenter, Richard Pescatore, Doug Nix, Peter Tarver
Guests: Dan Arnold, Stefan Mozar

AGENDA

Meeting called to order at 2:09 PM CDST

- Agenda
 - VP Reports
 - Member Activities
 - Communications
 - Technical Activities
 - Conferences
 - Treasurer's Report
 - Past President's Report
 - President's Report
 - Secretary's Report
 - Review of previous meeting minutes
 - Action Items
 -
 - Old Business
 - New Business

Vice President Reports

- Member Activities
 - No report

- Communications
 - Medical TC, Dan Modi, wants to set up a list-serv for his TC

- Technical Activities
 - TC Activities
 - No report

- Conferences
 - 2009 symposium
 - Using Conference Catalyst for conference support
 - Sue Kingston for exhibitor support
 - Short list of 3 venues for the site – Doug will visit
 - Date changed to Oct 26-28, board meeting on Oct 25
 - Misses religious holidays and other conferences
 - Roster on committee positions
 - Murlin volunteered for the Treasurer if no one else is found

- Treasurer's Report
 - Submitted the budget proposal for 2009
 - Discussed using Dell conference call number

- Past President Report
 - Election nomination committee
 - 6 candidates ballots mailed Sept 15
 - Oct 27 - return

- President's Report
 - TAB Review

- Secretary's Report
 - Review of previous meeting minutes
 - Field of interest review – add Stefan Mozar to committee of Richard g, Doug Nix and myself

- Action Items

Item	Due	Owner	Action
1	6/16/07	Daniece	Mascot: Safety Monkey
	Update		The Safety Monkey has been adopted as our mascot
	1/9		Doug is exploring 2 nd Life opportunities Table further discussion of mascot appearance until February meeting
	2/17		No report: Discussion of forms the mascot might take such as drawings, stuffed animal, pins, etc. Develop proposal for contest for mascot form
2	6/16/07	Elya	write a summary of "Why join the PSES?"
	Update		Summary completed and passed to Newsletter Editor
	2/17		Revisions almost complete and will be ready for next newsletter
	6/22		Will be ready for newsletter in 3 months 8/5 almost done
3	6/22	Dan R.	Update IEEE technical interest categories to include product safety
	Update		Sent request to e-mail box Irv – send e-mail to Jane Cerone
	6/22		Done - monitor to make sure complete 5/6 - Next update to include for renewals in August
4	6/22	Dan R, Doug, Richard G. Ken	Explore options for virtual symposium, presentations Present report to BoD on opportunities, methods, costs, etc.
	Update		
	5/6		Draft by June meeting

	6/22		Investigation still under investigation, need to explore Second Life – see Jane Cerone Denver chapter experimenting with webinars for local meetings Update Stream web – 2009 symposium
5	6/22	Richard G.	Develop focus letter for tag-a-longs, why to present at symposium, why attend a conference, why exhibit at symposium
	Update		
	5/6		Draft by next meeting
	6/22		In process – draft by September Add to milestone chart 8/22 – working on the focus letter
6	6/3	Jack	Contact Mary Ward Callen to find contact information for ASSE and CSA; report to the BoD; draft letter for contact
	Update		By next week
	5/6		Have attempted to contact, will continue attempts to locate information
	6/22		Contacted Ms Callen, referred to another IEEE contact, Jack to contact Matt Loeb for more information
7	3/4	All Directors	All directors to provide names for the GOLD Director appointee
	Update		In process
	5/6		Jim Bacher to send e-blast for nominations
	6/22		In process 8/5 – no nominations yet Update Candidate on the ballot
8	TBD	Ken	Request a representative to work with IEEE Membership Committee
	Update 9/9		
9	TBD	Daniece Ken; Dan	Develop proposal to put non-Xplore content from conferences on website as membership benefit
	Update		
11	Ongoing	All VP's	Continue with development of strategic plans to develop milestones and accomplishments
			Need updates from all VP's for Oct teleconference
##			
	Update		
##			

	Update		
		Action Items ON HOLD	
A	6/16/07	Jack	Get affiliations with other Society TCs
Status: On Hold	Update 4/3	Reassigned to Jack - review fields of interest for evidence of interest in product safety, contact to offer a joint technical committee	
	6/17	Postponed until TCs are formed and operational	
B	5/7/07	Murlin	Re-write letter to send to members to send to educational institutions
Status: On Hold	Update 4/3	Reassigned to Murlin - Draft by next meeting	
	5/7	Original draft received from Jack – Bob Rassa gave contacts for IEEE; contacted but no reply, waiting for additional support from TAC Rework letter to a sendable form, propose resources needed to support TBD next teleconference	
	6/17	On hold pending operational Technical Committee organization	

- Action Item Updates – Updates noted above
 - Previous meeting minutes sent to all Board members
 - Members to review action items below
 - Report to Secretary with Item Due Dates as noted below or any updates
 - New Actions items assigned
 - Adcom Roster – send information on name, company, address, contact information to Daniece
 - Symposium – provide poster area for IEEE student chapter; information or experiment on student chapter
 - Daniece to contact Ken T., Dan R. to develop proposal to put non-Xplore content from conferences on website as membership benefit – added to Action Item List

Strategic Planning Committee

All VP's are included

Strategic planning meetings will be held the Saturday night before the BoD

- Future meetings
 - Oct. 19, 2008 – Austin
 - In conjunction with Symposium
 - Feb 2009 – San Juan, Puerto Rico
 - PSES meeting location to be decided – Dallas, TX - ExCom 2/7; BoD 2/8
 - TAB meeting in Condado Plaza, San Juan, PR; Feb. 10 -15
 - June 28, 2009 – Los Angeles, CA
 - TAB meeting to be held in Century Plaza Hotel, Los Angeles, CA; June 23-28
 - October, 2009 – Location TBD
 - In conjunction with Symposium
- Monthly teleconference schedule Send as teleconference meetings as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)
 - September 9, 2008
 - October 7, 2008
 - November 4, 2008 (Note – Election Day – for the big one)
 - December 2, 2008
 - Time

*US Time: 3 PM EDST - 2 PM CDST - 1 PM MDST - 12 PM (noon) PDST -
 Tel Aviv, Israel - 10 PM -
 Sydney, Australia - - 5 AM (Wednesday)*

- Conferences Committee
 - First Monday of the month
 - September 8, 2008
 - October 6, 2008
 - November 3, 2008
 - December 1, 2008

- Old Business Items
 - No further business items

- New Business Items
 - No new business items

- Meeting adjourned at 3:49 PM CDST