

**BOARD OF DIRECTOR'S MEETING**

**June 26, 2014**

**MACO Conference Room**

**Annapolis, Maryland**

President Bruce Johnston called the meeting to order @ 11:00 a.m. with the following members in attendance:

1<sup>st</sup> Vice President Mike Moulds

2<sup>nd</sup> Vice President Mark De Luca

Secretary: Mike Warring (can't attend-vacation)

Treasurer: Doug Myers

Directors: Ray Clarke (can't attend), Mary Giles, Christine Romans (can't attend),

Tim Connor (can't attend), Scott Flanigan and Rob Marchetti

Immediate Past President: Paul Kahl '12 (can't attend)

Historian: Matt Allen

Past Presidents: Hudson Myers '11, Ed Adams '04, Chuck Beall '00 Legislative

Committee: Chairman Bob Martin

Scholarship Committee: Co-Chairmen Jim Wilson ('06) & John Norris('78) (can't attend)

Membership Committee: Chairman Todd Mohn '02 (can't attend)

NACE Representative: Greg Africa '09 (can't attend)

Visitors: Charles Nolan (Director-elect); Dan DeWitt – CEAM Administrator

**Approval of Minutes:**

The minutes for the 5/22/14 meeting were distributed electronically on 6/17/14 to the Board members by the Secretary. Motion was made by Mike Moulds to approve the minutes as presented and was seconded by Mark DeLuca. Motion approved.

**Treasurer's Report:**

- A. Monthly Report: Doug Myers was present, and his monthly report dated 6/26/14 was distributed to the Board members on 6/26/14. The checking account balance as of 6/24/14 was \$49,382.20 while the Money Market balance was \$ 8,945.46. Receipts totaled \$ 115.00 to the checking account and there were \$ 0.00 dollars of interest included into the Money Market fund, while expenses were \$ 439.06. The total balance of both the checking and money market accounts as of 6/24/14 was \$ 55,578.53. Motion to accept the Treasurer's report was made by Mike Moulds and was seconded by Rob Marchetti. Discussion, motion carried.

**Secretary's Report – Dan DeWitt reporting on behalf of Secretary Warring**

We received the following Member, and Associate Member applications since the last Board meeting on 5/22/14:

**"Member" Applications:**

1. Elizabeth Miller, Engineering Division Chief, Office of Project Management and Engineering, Prince George's County DPW&T

**"Associate" Member Applications:**

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1. Scott Getchell, Project Manager/Director of Operational Services, George Miles & Buhr, LLC

**Retired Members:      No new applications**

A motion to approve these two (2) membership applications was made by Mary Giles, and was seconded by Mike Moulds. Approved.

Based on this month's report, and assuming Board approval of the        new applications, the current membership consists of the following: "Members" = 265; "Associate Members" = 260; "Retired" = 41; and "Life & Honorary Members" = 22 for a total membership of 588!

**Committee Reports:**

**Program & Conference Committee: (Co-Chairmen Moulds(Scott Flanigan > 7/1/14) & Mark DeLuca) –**

- Fall Conference 2014 – Mark DeLuca reported that the 2014 Fall Conference will be held Wednesday, September 17 – Saturday, September 20 in Ocean City at the Clarion Fontainebleau Resort Hotel. There was a discussion of whether or not to add an event on Wednesday to go with the golf tournament. Eventually it was agreed that any Wednesday activity other than the golf tournament would potentially suffer from low attendance and not be worth the effort to organize. Dinner on Wednesday night will remain "on-your-own" to allow any potential client-company dinners to occur prior to beginning the conference on Thursday.
- Another question was raised regarding the return of the Past Presidents' Luncheon. After some discussion concerning the history of this luncheon and why it now occurs in December at the regular BOD meeting rather than at the Fall Conference, it was decided that the event would remain scheduled for the December BOD meeting and not be made a specific part of the Fall Conference Agenda.
- Mark DeLuca went over some of his plans for the Fall Conference agenda and there was discussion about the best way to include Project of the Year Award winners in the technical sessions of the Program. One of the comments received at past conferences was a request for more County-specific projects/case studies so it was decided to create an opportunity on the agenda to let winners present their projects to the larger CEAM conference audience.
- The gift for the 2014 Fall Conference will be a 6-inch Engineering scale.
- Mark DeLuca noted that incoming 2<sup>nd</sup> VP Scott Flanigan will need to send some staff to help with registration/organization transition.
- Finally, there was some discussion on ideas on how to increase networking opportunities at the Conference. Informal suggestions were made such as bocce ball, corn hole, horseshoes, and volleyball.

**Spring Conference 2014 – No report from Chairman DeLuca.**

**Spring Conference 2015** – There was discussion about preferred format – survey conducted at the 2014 Spring Conference suggested that 2/3 preferred 1-Day Conference and 1/3 preferred 2-Day Conference. It was also mentioned again that Scott Flanigan will need to provide staff from Cecil County to assist with Conference Registration at the 2014 Fall Conference.

**Scholarship Committee: (Jim Wilson '07 & John Norris '79 – Co-Chairmen) –**

- Jim Wilson reported Ron Rye told him there was approximately \$13,000 in the Bank of America account and approximately \$47,000 in the T Rowe Price account for a total of \$60,800. Jim noted that soon after July 1, 2014, the next BOD needs to re-present and approve him and John Norris as committee co-chairs.
- There was a question from Mark DeLuca about why no four-year scholarships were offered. Jim answered that larger donations would be needed and that half-scholarships spread better.
- Finally, Jim mentioned there is still money available for training for members and associates.

**Education Committee: (Mark DeLuca Chairman)** - Mark reported on some ideas for the Education Committee. Please see New Business for discussion on Education Committee.

**Legislative Committee: (Chairman Bob Martin) –**

- Bob reported on recent discussions at the Maryland Municipal League conference. Both the President of the Senate and the Speaker of the House of Representatives in MD both mentioned a look at the return of Highway User Revenues (HUR). Bob has spoken with Andrea Mansfield of MACo to determine what they need from CEAM. There was discussion that all 2014 gubernatorial candidates have all indicated there would be a return in HUR. Ed Adams noted that he thinks the common refrain will be that counties need to max their individual taxing abilities before more state money is given.
- Finally, Andrea Mansfield may be invited to the July 2014 meeting to discuss MACO's request of possibility of CEAM reviewing proposed legislation to determine "hot button" issues as it pertains to public works.

**Membership Committee: (Chairman Todd Mohn) –** No report.

**Budget Committee: Chairman Doug Myers –** No report.

**By Laws Committee: (Chairman Mike Warring ) –** No report.

**Associate Member Advisory Committee: (Tim Connor and Rob Marchetti – Co-Chairmen)** - No report.

**Awards Committee: (Chairman Matt Allen)** -Matt reported that Tuesday, July 1, 2014 is the deadline for the submission of projects for the 2014 Awards Program. No submissions had been received to date. Further, Matt requested help of BOD to nominate individual members for the three individual Awards: County Engineer of the Year, Associate Member of the Year, and Meritorious Service Award.

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**SHA Liaison Committee: (Chairman Christine Romans) – No report.**

**NACE Update: Greg Africa – State Representative to NACE – No report.**

**Old Business:**

- Paul Kahl's concerns about workload of Dan DeWitt as the CEAM Administrator-discussion: Bruce and Mike Moulds will work together to come up with a solution.

**New Business:**

- Mark DeLuca mentioned his desire to revamp the Education Committee and begin focusing on issues outside of PDHs. He suggested have semiannual training opportunities formatted to similar snow plow simulation training or drainage discussions to help member counties discuss issues at hand or current events. He felt these events were not appropriate to hold at conferences but would reach a portion of the membership that is not necessarily served by conferences/PDHs.
- Jim Wilson closed the meeting by commending outgoing CEAM President Bruce Johnston for his excellent tenure. Bruce remarked that it had been a great year and that he noticed how other CEAM Past Presidents continue to come back to the organization.

**Adjourn:**

There being no further business to discuss, the President asked for a motion to adjourn. Motion to adjourn by Scott Flanigan, and was seconded by Mike Moulds. The meeting was adjourned at approximately 12:00 p.m. The next meeting of the Board will be held at 11:00 a.m. on July 24th, 2014 in the Conference Room of MACO in Annapolis.

Respectfully Submitted,

Daniel S. DeWitt, P.E.  
CEAM Administrator  
Acting Secretary