

**BOARD OF DIRECTOR'S MEETING  
October 23, 2014  
MACO Conference Room  
Annapolis, Maryland**

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

1<sup>st</sup> Vice President Mark DeLuca

2<sup>nd</sup> Vice President Scott Flanigan

Secretary: Mike Warring

Treasurer: Doug Myers

Directors: Ray Clarke (can't attend), Mary Giles, George Erichsen (can't attend),  
Debbie Butler, Lee Beauchamp, Charles Nolan (can't attend) and  
Rob Marchetti

Immediate Past President: Bruce Johnston '13 (can't attend)

Historian: Matt Allen (can't attend)

Past Presidents: Paul Kahl '12, Ed Plank '10 (can't attend), Hudson Myers '11,  
John Tustin '06 & John Redden '08 (can't attend)

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- none

**Approval of Minutes:**

The minutes for the 8/28/14 meeting were distributed electronically on 10/22/14 to the Board members by the Secretary. Motion was made by Scott Flanigan to approve the minutes as presented and was seconded by Mary Giles. Motion approved.

**Treasurer's Report:**

- A. Monthly Report: Doug Myers distributed his monthly report dated 10/20/14 to the Board Members. The checking account balance as of 9/16/14 was \$ 94,598.27 while the Money Market balance was \$ 8,946.22. Receipts totaled \$ 26,255.00 to the checking account and there were \$ 0.23 dollars of interest included into the Money Market fund, while expenses were \$ 50,837.51. The total balance of both the checking and money market accounts as of 10/20/14 was \$ 78,962.21. Motion to accept the Treasurer's report was made by Mark DeLuca and was seconded by Scott Flanigan. Discussion, motion carried.
- B. Annual Report: Doug also distributed annual reports for the July '09 thru June 2014 time period, as well as Conference P/L summaries from 2009-2014.

**Secretary's Report**

We received the following Member, and Associate Member applications since the last Board meeting on 8/28/14:

**"Member" Applications:**

- 1. **Ricky W. Derr** – Supervisor Eastern Section-Washington County Highway Department;
- 2. **James M. Harkins** – Director of Md. Environmental Service

## Secretary's Report (continued)

### **"Associate Member" Applications:**

1. **David Howell** – Project Manager, Midwest Mole, Inc.;
2. **Erich Sonnenberg** – Project Engineer, Stell Environmental;
3. **Craig Shrewsbury** – Sales Representative, Clear Flow by Concrete Pipe & Precast;
4. **George Clifford DeFren** – President, East Hills Engineering Associates

A motion to approve these six (6) membership applications was made by Scott Flanigan, and was seconded by Debbie Butler. Approved.

Based on this month's report, and assuming Board approval of the 6 new applications, the current membership consists of the following: "Members" = 263; "Associate Members" = 260; "Retired" = 41; and "Life & Honorary Members" = 22 for a total membership of 586! There was a brief discussion regarding the fluctuations, and decrease in the membership totals, which discussed the number of members, who have dropped out, and not renewed, or have left the area. Dan DeWitt will review the membership numbers, and advise of changes at the 12/4 meeting.

## **Committee Reports:**

### **Program & Conference Committee: (Co-Chairmen Mark DeLuca & Scott Flanigan)**

**Fall Conference 2014** – Mark DeLuca reported the following review comments from the participants who elected to submit a conferee's survey:

1. Presentations on Thursday and Friday were well received;
2. Conference attendees were evenly split between "Members" and "Associate Members";
3. Thirty percent of attendees replied that they never miss a CEAM conference;
4. Twenty-five percent of those replying were attending their first CEAM conference;
5. Ninety percent of the attendees were classified as "management/decision makers";
6. Twenty-eight percent of the attendees were classified as "Director level, or higher"
7. Eighty-three percent of the attendees like the present 3-day Fall Conference format.

**Spring Conference 2015** – Scott Flanigan reported that he was checking with other engineering, public works associations to determine when there may have established dates for their Spring of 2015 meetings, outings, or conferences. Mike Warring has been working with him to determine the availability of centrally located golf courses that can handle our organization, and would be in proximity to the one-day Spring Conference facility. Scott projects that by the next Board meeting on 12/4, he expects to have a conference facility and golf course reserved, and under a contract for the CEAM Spring '15 Conference.

**Scholarship Committee: (Jim Wilson '07 & John Norris '79 – Co-Chairmen)** – President Moulds noted that there were two openings on the Scholarship Committee, and if anyone has a candidate, or if a Board member would like to serve on the Committee, please advise the Co-Chairmen, and the Board would then review and approve the applicants.

**Committee Reports: (continued)**

**Education Committee: (Mark DeLuca Chairman)** - Mark reported that he and his committee were reviewing a list of possible topics for one-day continuing education classes that would be aligned to both professional, middle to upper management engineers, as well as possible maintenance/operational topics that would serve the maintenance contingents as well. He plans on having a one-day C.E session in the winter and summer, and will be applying for funding from the Scholarship Committee.

**Legislative Committee: (Chairman Bob Martin)** – Bob can't attend-(No report)

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

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

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

**Associate Member Advisory Committee: (Rob Marchetti and Charles Nolan – Co-Chairmen)** - No Report.

**Awards Committee: (Chairman Matt Allen)** –Matt (can attend) – No report

**SHA Liaison Committee: (Chairman Christine Romans)** – (Can't attend) – No report

**NACE Update: Greg Africa** – State Representative to NACE – (Can't attend) No report.

**Old Business:**

2.1 President Moulds reviewed the proposed "CEAM Website Announcement Policy" that was first introduced to the Board on 10/06/14. A motion to approve the policy as presented was made by Lee Beauchamp, and was seconded by Rob Marchetti. Discussion was followed by a unanimous vote of approval

**New Business:**

No new business items were discussed.

**Adjourn:**

There being no further business to discuss, the President asked for a motion to adjourn. Motion to adjourn by Debbie Butler, and was seconded by Lee Beauchamp. the meeting was adjourned at 12:15 p.m. The next meeting, which will be the "Past President's" luncheon meeting of the Board will be held at 11:00 a.m. on December 4th in the Conference Room of MACO in Annapolis.

Respectfully Submitted,

J. Michael Warring, P. E.  
Secretary