



Executive Board Meeting

January 12, 2009

The meeting was called to order at 5:01 PM by President, Ralph Olson.

Those in attendance were:

Executive Director	Gerald Day
President	Ralph Olson
Past President	Chris Putnam
President Elect	Ted McNett
VP Student Affairs	Mike Tedeschi
Secretary	Victoria Lee
Treasurer	Mike Rohrer

In attendance Paul Wiedorn

The meeting followed the agenda distributed by the Executive Director.

President's Greetings - Ralph Olson, President

The president welcomed everyone.

Minutes of Previous Meeting—Victoria Lee, Secretary

Minutes of the previous board meeting, November 3, 2008 were read; Mike Tedeschi motion to accept, Ted McNett second, and all were in favor.

Treasurer's Report – Mike Rohrer

- Team received a check from Bechtel in the amount of \$1500. This is not attached to the scholarship.
- As of December 15, 2008, the checking balance is \$5,586.60 and savings is \$11,818.49. Normally a large sum of money is not kept in checking, therefore after the awards banquet money will be transferred to savings.
- TEAM Annual Budget Report 2008-09
 - Insurance line item was removed – is EXPO is held at a school insurance is not needed
 - A line needs to be added for the Pay Pal account; a separate line item is not needed if a separate line is added for registration and membership dues. Chris Putnam motioned to have a line item added and Ted McNett second the motion.

President's Report – Ralph Olson

- Award winners were contacted in regards to ceremony changes

- Per conversation with the Engineer's Society, Wednesday, February 18th is "Shadow and Engineer Day"; the society would like to have more participation; the application process is February 1st.

President-Elect's Report – Ted McNett

Discussed various details regarding the award reception

Past President's Report – Chris Putnam

- A variety of items were added to TEAM's website; including the press release of the award winners
- Started working on the '09 Conference
- A members list was generated
- A contact list was sent out

Executive Director's and College Representative Report – Gerald Day

A summary of the attached reports were given.

MSDE report –

Luke Rhine plans to attend the next meeting.

Old Business:

- TEAM Awards Reception:
 - Time: 5:30 -8:30 PM
 - Location: Career and Technology Center in Carroll County
 - Directions are needed
 - Award winners will invite the students
 - Small and high top tables will be used
 - Each winner will have a display table
 - Need to sell at least 80 tickets for approx. \$1200
 - Winners need to show connection to STEM
 - STEM Coordinators will be contacted via email
 - Mile Tedeschi will create signs for award winners
 - Chris Putnam will create a PowerPoint to show award winners pictures
 - A photographer is needed; Ted McNett will find a photographer
 - Victoria Lee and Mike Rohrer will give out badges
 - Paul Wiedorn reviewed the award's reception program
- TEAM Website
 - Chris Putnam showed and explains the website.

New Business:

- Review of the Expo Delivering the T & E in STEM
- Question: Should preliminary programs of the Expo be distributed?
- Question: Is Mike Shealey paying for plaques for the MD Engineering Changes?
- Removal of the voting process for new members

- Ralph Olson motioned that unused ITEA Conference Funds be made available this year to other board members for the asking. The motion was second by Jerry Day.

Agenda Items for Next Meeting: March 9, 2009

- 2009 Tech Expo
- Office Nomination
- Journal

Adjournment

The meeting was adjourned at 7:34 PM.

Respectfully Submitted,
Victoria Lee