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ALASKA ENGINEERING EDUCATION FOUNDATION

AEEF MEETING MINUTES

July 14th, 2009

Teleconference

1. **Meeting called to order:** 12:05 AM
2. **Roll call for Quorum:** 11 present, 4 absent – Quorum Met

Present:

AEEF Treasurer:	Greg Latreille
AEEF Secretary:	Katie Swenson
AEEF Executive Director:	Pat Crisenbery
AEEF MC Coordinator:	Doug Murray/Shanna
Board Member:	Deb Allen
Board Member:	Gerry Brown
Board Member:	Brad Fristoe
Board Member:	Maureen Hansen
Board Member:	Francis Isgrigg
Guest – Possible Website Manager	Angie Monteleone

Absent:

AEEF President:	Pat Coullahan
AEEF Vice President:	Angela Smith
Board Member:	Eric Eriksen
Board Member:	Dave Lanning

3. **Approval of Agenda:** Motion to approve today's agenda by Pat Crisenbery. 2nd by Brad Fristoe. Passed unanimously.
4. **Approval of Minutes from May Teleconference:** Motion to approve May meeting minutes by Brad Fristoe. 2nd by Maureen Hansen. Passed unanimously.
5. **Executive Director's Report:** No formal report. Quick update given by Pat Crisenbery.
 - a. Taxes have been completed and mailed in.
 - b. One scholarship has been paid (\$1,000 from Fairbanks). Have applications for 3 others; these should be paid by the end of the month.
 - c. Lego League – Requested a letter about the remaining funds; haven't received anything yet.
6. **MATHCOUNTS Report:** Update given by Doug Murray.
 - a. State competition was held in March in Juneau. Event went very well.



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- b. Only issue was the overall cost (always more during Juneau years). Income - \$15k. Expenses - \$27k. Airfare was very expensive - \$15k alone. Housing/Hotels/Meals - \$3k. Most schools will not allow their students to stay with host families; this greatly increases cost. Had to pay for breakfast, lunch, and dinner for everyone on Saturday. Breakfast doesn't come with lodging at any of the hotels in Juneau.
 - c. Has Alaska Airlines been asked if they would like to sponsor kid's travel? Yes, but they have so many groups asking, that they don't sponsor any groups any longer.
 - d. Updates on State and National competitions given by Doug Murray.
- 7. Website Call-In:** Angie Monteleone – Potential website manager for ASPE/AEEF.
- a. Set-Up - It will take about 10 hours for the initial web-site set-up, if the content is provided by ASPE/AEEF ahead of time. If Angie needs to research the content for the pages; the set-up will take longer.
 - b. Donations – We do have a bank account and we would like the website to be able to accept donations. Pat Crisenbery would need to have the bank set up a merchant account in order for us to accept the donations. Bank will charge 2-4% for all transactions into the merchant account.
 - c. On-Line Seminar Enrollment – In the future, we would like the website to allow people to enroll in our ASPE/AEEF sponsored seminars on-line. Regonline.com is a company/program that would do this for us; will cut down on cost if we use an existing program like this instead of having Angie do it. Regonline.com sets up an account on-line with the event/seminar information provided; it sends out announcements; tracks payment; and will charge a base fee per registrant (ex: \$4 per registrant) to perform all the services.
 - d. Need an ASPE/AEEF person to head up the website development and organize with Angie. Also need a committee.
 - e. Goal is to get an AEEF website set up and then do occasional updates.
 - f. Angie will put some cost proposals together.
 - i. Proposal #1 – To set up registration/donation capability on the ASPE website; assuming that ASPE gets a merchant account.
 - ii. Proposal #2 – To set up a brand new AEEF website.
 - g. Committee will need to supply information and coordinate with Angie. Maureen Hansen, Greg Latreille, and Pat Crisenbery volunteer to help out.
 - h. Availability – We would like to have on-line enrollment for the ASPE seminar by the 1st of September. Angie – This will work with her schedule if we agree to use the Regonline.com program. We will be in touch over the next 1-2 weeks with information for the ASPE registration stuff. AEEF website set-up can be more drawn out; no immediate need.
- 8. Old Business:**
- a. Oversight Committee – Deb Allen motions to take this off the agenda for the time being. We never make any progress with it and we don't even know who is on the committee anymore. Take off until the October meeting.



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b. Website – Discussed previously.

9. New Business:

- a. Lego League – AEEF doesn't formally support LL. They used our 501-C3 tax status in past. We don't support LL near to the level that we support MC. This is ok, because even though LL is a great program, the kids can't usually do both; one takes away from the other.
- b. MC – Could really expand program if we had a multi-year person in charge to oversee and coordinate. Could make a 4 year MC position – Put on the agenda for the October meeting. Deb Allen will put feelers out for who might be willing to fill the position. Need someone with some past experience. Past Crisenbery will contact Clark. Need to put together a list of duties for this ne MC position. Deb Allen will put together a list and send out.

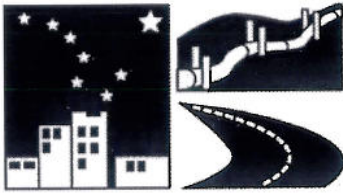
10. ASPE Related Business:

- a. National Conference – Are Pat and Eric going?
- b. Arthur Schwartz Seminar
 - i. November 2-6 or 17-21?? Need to pick. Juneau prefers 17-21; all agree; 17-21 selected. Greg Latreille will tack down these dates.
 - ii. Fees – Art offered to go 50/50 on profit after expenses are met. This should be fine. Should be able to get the involvement needed to cover expenses and make a good profit.
 - iii. Gerry, Deb, and Greg will get things squared away for seminar.
 - iv. Anchorage – 2-Day Seminar.
 - v. Fairbanks – ½ day will be good.
 - vi. Greg will contact Art and give him the schedule and topics.

11. Meeting Adjourned @ 1:00 pm: Motion to adjourn by Deb Allen. Seconded by Greg Latreille. Approved unanimously.

Attachments:

- Meeting Agenda, dated 7-14-09



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AEEF Monthly Teleconference Agenda

July 14th, 2009, 12:00 PM

Location: Statewide

Call in Number: 800.391.1709

Bridge: 596672

- 1) Roll Call
- 2) Approval of Agenda
- 3) Approval of Past Meetings Minutes
- 4) Executive Director's Report – Pat Crisenbery
- 5) MATHCOUNTS Report – Doug Murray
- 6) Old Business
 - a) Oversight committee – any updates?
 - b) Website – any updates?
- 7) New Business – open
- 8) ASPE Related Business
 - a) National Convention – Pat, Eric, Dave going?
 - b) Arthur Schwartz Seminars updates – Greg Latreille
- 9) Adjourn