

ACEC - VT
Meeting Minutes
November 12, 2008

Attendees:

Greg Edwards, *Stantec*
John Forcier, *Forcier & Aldrich*
John Kiernan, *Phelps Engineering*
John Lens, *GeoDesign*
Steve Mackenzie, *Dubois & King*

Guests:

Bruce Bowman, Dean David Crawford School of Engineering, Norwich University
Beth Hulbert, Director of Workforce Development, Associated General Contractors of Vermont

Topics and Items Discussed:

1. ACE Mentoring Program Presentation (Bruce Bowman):

General Meeting

2. Budget:

- Problems with members paying dues, especially smaller firms. It was suggested quarterly statements be mailed at the time they are due so the firms can process as a standard invoice.
- Sue has requested a pay increase and a new computer. ACEC bought a computer for her about 4 years ago. Discussion about her duties, what is included in base pay versus an hourly stipend for additional work (such as the EEA banquet), and changes since she took on a full-time position. Steve will call Sue to suggest a meeting with John L., Greg, and him to discuss her job description and come to an agreement on compensation.

3. Government Issues:

- Stimulus Package - Representatives from the Congressional Delegation have been contacted about attending a roundtable discussion about funding. John K. will follow up and finalize plans to inform the membership with several weeks lead time.
- Bulletin 3.5 – John L. and/or Greg will try to set up a meeting with Neale Lunderville to discuss.
- QBS – possibly an agenda topic for December meeting on funding.

4. **Engineering Excellence Awards:** We need to find a new Committee Chair. Greg Edwards will try and find someone at Stantec that may be interested.
5. **Engineer of the Year Nominations:** Need to be submitted by mid-January 2009. John L. will ask Bob Stevens to coordinate this effort.
6. **Future Meeting Topics:** Gerry Myers/State Buildings, Transportation Research Center at UVM (possible for March after VTrans subcommittee meeting), Mike Kilfoil (Hickok & Boardman) for a presentation on employee & company benefit programs. John attended a presentation in Montreal for someone at XL Insurance about the business of engineering, and the person is interested in speaking here. It was suggested to have it jointly with AIA sometime in April. John F. will find times when he is available.
7. **Membership:**
 - ACEC VT received an award from ACEC National for increasing our membership past our stated goal for the year.
 - Leach Engineering is interested in joining; Sue needs to take an active role in sending promotional and informational materials to potential members. Other possible firms: Little River Survey, DeWolfe Engineering. ACEC National is trying to attract surveying firms.
8. **EWeek:** EWeek is the week of February 24, 2009. The Committee has met. Sue needs to send our budgeted contribution.
9. **PAC:** ACEC National is still concerned about VT members' lack of interest. John L. indicated there are specific guidelines about soliciting for a contribution.
10. **Other:**
 - Steve will start on getting the salary survey distributed, with a shorter lead time for returning results.
 - Discussion of other venues, especially after the Legislature goes into session. General request to identify suitable locations for future discussion.

jk

P:\John\ACEC\ACEC Minutes 11-12-08.doc