

MEETING MINUTES

ITE NY Upstate Section Executive Board Meeting At CHA offices, Syracuse, NY

20 April 2007

Meeting Attendees:

Paul Pfleuger, President

Amy Dake, Vice President

Jim Napoleon, Secretary

Mike Wieszchowski, Treasurer

Don Adams, Immediate Past President

I. Call to Order

President Paul Pfleuger called the meeting to order at 10:10 AM

II. Reading and Approval of the Previous Minutes

Minutes of the previous meeting were not available.

III. Reports of Officers

Immediate Past President – Don Adams

- Nothing to report.

President – Paul Pfleuger

- No Report.

Vice President – Amy Dake

- Amy will be working toward establishing a procedure for the issuance of Section Awards.

Secretary – Jim Napoleon

- As no Minutes from the last meeting were kept by the past Secretary, none could be reviewed or approved.

Treasurer – Mike Wieszchowski

- Mike submitted a Report showing a negative balance for this year to date. This fact, however, was not sufficient to stop him from writing a check for expenses incurred at the meeting. Mike is a good Treasurer.
- Details of the Report were reviewed, discussed and unanimously approved by the Board.

- A discussion was held relative to a claimed overpayment of \$100 made by Leon Goodman at the 2006 District Meeting (at Cooperstown). The issue has been discussed with several members of the organizing committee, however, a resolution of the committee has yet to be reached. A Motion was made by Jim Napoleon and Seconded by Paul Pfleuger that a refund be made to Lee Goodman with the understanding that, should it be decided by the organizing committee that no refund was appropriate, a letter will be sent to Lee requesting that he reimburse the funds. The Motion was approved unanimously.

IV. Reports of Other Executive Committee Members

V. Reports of Committees on Programs

a. Local Activities

Rochester – No Report

Buffalo – No Report

Syracuse – No Report

Albany

- Shelley will combine the next Upstate annual meeting with the Albany Symposium, currently scheduled for October 29 & 30. Sponsorship will be decided by Shelly. The ASCE, NYSPE among others will be participating.

Southern Tier

- No Report.

b. Meetings

- District 1 Annual Meeting will be held in Providence, RI May 9-11, 2007.
- ITE Annual Meeting & Exhibit will be held August 5-8, 2007 in Pittsburgh, PA.
- Upstate Section Annual meeting will be combined with the Albany Symposium in the fall of 2007.

c. Membership – Carl Ast

- Nothing to report.

d. Newsletter – Christina Douglas

- Christina is begging for articles for the newsletter.
- Do an article on the awards and put in information on the Carol Keck award.
- Provide recommendations for the member spotlight section.

e. Student Membership –

f. Webpage – Cory Greene

- Nothing new to report.
- Please visit web page and let Cory know what needs to be updated.

g. Technical

h. Awards – Amy Dake

Jim Napoleon will discuss the wording of the qualifications required and the presentation of the Carol Keck Award with other member who were active in the Section and knew Carol. Among the list of members to be contacted are: Shelly Johnston, Frank Dolan, Steve Ferranti and, Steve Gayle. All inputs will be welcomed.

VI. Old Business

VII. New Business

VIII. Adjournment

- The meeting was adjourned at 11:45 AM.

This represents the writer's interpretation of issues that were discussed. Any and all additions / revisions will be appreciated.

Respectfully submitted,
Jim Napoleon

Phone: (315) 452-9611

Fax: (315) 452-9625

jimnap@choiceonemail.com

Distribution List

Attendees