

**D R A F T ~ ~ MEETING MINUTES  
ACEC OF WYOMING  
MEMBERSHIP MEETING  
October 30, 2007  
Hitching Post Inn, Cheyenne, Wyoming**

**Agenda Item 1: Call to order**

Travis Conklin, President, called the meeting to order at approximately 7:00 a.m.

Present at the meeting were:

Travis Conklin	President
Gary Steele	Secretary/Treasurer
Andy Shauers	Director
Kenny Rathbun	Director
Steve Moldt	Director
Tom Crump	Past President
Joe Lord	Executive Director

**Agenda Item 2: Approval of agenda**

Lynn Stutzman moved approval of the agenda, seconded by Harry Hughes – motion carried.

**Agenda Item 3: Approval of minutes**

Andy Shauers moved approval of the minutes of the Membership meeting held on May 22, 2007, seconded by Joe Manatos – motion carried.

**Agenda Item 4: Financial Reports**

a. Status Report – FY 2007-08

The financial status report for FY2007-08, dated October 26, 2007, was distributed and discussed.

b. Status Report – Scholarship Trust

Joe Lord stated he received and is currently analyzing the revised endowment spreadsheet received from the UW College of Engineering.

c. Status Report – Financial Accounts

Joe Lord reported the checkbook balance on October 29, 2007, to be \$42,081.16. The balance of the A.G. Edwards account as of October 29, 2007, was reported as \$41,807.43. He reported the \$10,000 CD at First Interstate Bank in Cheyenne has been closed and the proceeds, including interest, were deposited into Reserve Account #1, the A. G. Edwards account.

Tom Crump moved to approve the financial reports, seconded by Steve Gerber – motion carried.

#### **Agenda Item 5: Committee Reports**

- a. Audit Committee – No report
- b. Budget & Long Range Planning Committee – No report
- c. Bylaws Committee – No report
- d. Engineering Excellence Committee – No report
- e. Governmental Affairs – No report
- f. Membership Committee – Travis Conklin reported Coyote Engineering, LLC, of Laramie, and Pillar Structural Engineering of Casper are new member firms.
- g. Nominating Committee – No report
- h. Program Committee – Joe Lord reported Steve Moldt requested suggested topics for the 2008 Spring Conference.
- i. Public Relations Committee – Andy Shauers reported the revised ACEC of Wyoming brochure has been printed and copies were distributed.
- j. Scholarship Committee – Steve Moldt reported the committee has initiated the process of selecting the three recipients for the 2008-2009 academic year. Member firms were asked to encourage engineering students they know to apply for the scholarships.
- k. Transportation Committee – No report
- l. ACEC Committee Reports – Travis Conklin reported on the ACEC Transportation Committee meeting at the ACEC Fall Conference. He reported the current major topics being addressed by the committee are the funding shortfall predicted for 2009 and the Office of Inspector General (OIG) audits being conducted on DOT consultant contracts. Joe Lord reported on the meetings of the National Association of Engineering Council Executives (NAECE).

#### **Agenda Item 6: Special Business**

- a. Report of ACEC Fall Conference, September 26-29: Tom Crump provided a brief report of the conference held in Maui, Hawaii.
- b. Report of ACEC Annual Orientation Briefing, October 18-19, 2007: Joe Lord provided a brief report of the meeting held at ACEC headquarters in Washington, D.C.

- c. ACEC Issues: Three current issues – Bachelors +30, Cash accounting, and the QBS Study – were discussed. Information will be distributed by newsletter to ACEC of Wyoming member firms. Firms will be asked for their opinion on the Bachelors +30 topic as this proposal will be a voting issue at the ACEC Fall Conference in April 2008.
- d. Miscellaneous Topics: The ACEC promotional video and the CELSOC student recruitment video were shown. Joe Lord reported copies of these two DVDs are available for distribution to ACEC of Wyoming firms.

Motion for adjournment was made by Lynn Stutzman and seconded by Heath Overfield. The motion carried and the meeting was adjourned.

Respectfully submitted,

Reed Armijo, Secretary