

SPE-STX Board Meeting November 14, 2023
Minutes

Attendees

Bahrani, Iman	X	King, Steve	✓
Baker, Carl	X	Lauzon, Peter	✓
Cevallos-Candau, Fernando	✓	Lee, Clifford	✓
Chen,Alisa	✓	McDaniel, Preston	✓
Davis,Donna	✓	Pontiff, Steve	✓
Doyle, Dell	✓	Sanketh,Kumar	X
Helton, Janell (non-voting)	✓	Torchia,Steve	X
David Hansen (non-voting)	✓	Wagner,John	✓

Agenda:

- *Approve Minutes*
- *Counselor Report*
- *IPOC Update*
- *Treasurer Report*
- *Programs Update*
- *Membership Report*
- *Treasurer Report*
 - *Payments to 2023 Partners*
 - *Scholarships*
 - *Account Balances*
- *Educational Committee Proposed Budget*
 - *New budget proposal with prioritized list of support items*
- *New Business:*

Quorum established at 5:00 P.M. (Central Time)

Approval of minutes : Approval of October minutes was deferred to December meeting

Counselor Report: Provided by Donna Davis

The following Executive Board members were elected to assume office Jan. 1.

1-year term: Mubashir Ansari

3-year terms: Meg Sobkowic-Kline and Jay Waddell

Updated SPE International By-Laws changes:

Voluntary Deactivation of a Section

If members of a Section wish to voluntarily deactivate that Section, at least three current members of the Section, preferably including at least one current officer or recent former officer, must submit a petition to that effect to the chief executive of the Society or his/her Staff delegate

1. Documentation must be included with the petition outlining

a. the reasons for the decision to deactivate

b. the outreach the group has made to members of the Section informing them of the situation and seeking their interest in sustaining the group

c. the outreach the group has made to neighboring Sections, if appropriate, seeking their interest in merging with the existing Section or otherwise serving the interests of the existing Section's members

d. the outreach the group has made to seek interest in forming a Regional Interest Group

e. the results of those efforts.

2. At the same time, the Section shall transfer any remaining assets to SPE Headquarters to be placed in a non-interest bearing escrow account to be maintained in the Section's name until the BoD has approved the deactivation. After such approval, the assets will become the property of the Society and may be disbursed as directed by the BoD.

a. If the Section wishes to transfer any assets to other organizations outside of the SPE, the Section shall discuss such plans with make a written proposal to, and gain written approval from, the chief staff executive to ensure that the beneficiary of such transfer qualifies as an exempt organization under Section 501(c)(3) of the Internal Revenue Code.

3. Upon receipt of the petition, the associated documentation, and the Section's assets, the chief executive or his/her Staff delegate shall notify the Director of Chapters of the petition, and ask that it be placed on the agenda of the next BoD meeting for consideration.

4. Following successful vote to accept the voluntary deactivation by the BoD, the Section shall be considered deactivated.

5. The procedure for reactivation shall be the same as the establishment of a new Section.

Treasurer Report:

	Checking	Savings
Chase	\$345,232.42	\$119,182.47
Expenses		
Galveston Con Center	-\$57,000.00	
Baylor U	-\$4,000.00	
IPOC 2023	-\$59,785.71	
IPOC 2021	-\$4,440.08	
Returned University Funds	-\$8,000.00	
Ingenia Refund	-\$1,500.00	
Balance Available	\$210,506.63	\$119,182.47

IPOC checks for 2021/2022 for co-sponsors went out Baylor- returned check due to SPE section not cashing it, will reissue

Same issue with other universities not cashing their checks

Item: Pete to look at suitable CD's for temporary investment of money in Savings

Action Item: Need to add Preston McDaniel and Iman Bahrani as authorized persons in the checking account.

Previous treasurer holds several checkbooks that have not been returned. The previous treasurer has ceased communication with the board.

Action Item: Ask bank for feedback on options to protect account

Eduction budget Proposal discussion: (see table)

Creation of an endowed fund at University of Houston named after Bill and Susan Dicks

Reinstatement of equipment grants at sponsored universities, these are matching grants.

Support for Harris County Science Fair

Motion: Peter Lauzon motion to approve Education Budget as presented for a total of \$101,000. Motion seconded approved unanimously.

(1st best, 9 last)	Idea for spending beyond base budget	Average Proposed	Adjusted	Proposed	Base	Tot
Composite Ranking		Additional Budget	Ranking	Budget	Budget	Bud
3.6	1) Chapter support	\$ 1,750.00	3	\$ 1,600.00	\$ 8,000.00	\$ 9,
5.4	2) Scholarships	\$ 4,750.00	5	\$ 4,000.00	\$ 24,000.00	\$ 28,
1.6	3) Endowment	\$ 23,125.00	1	\$ 25,000.00	\$ -	\$ 25,
3.5		\$				

Membership:

Membership in the section reported to have increased to 371 members. About 50 % of members are from universities (students and faculty)

PO2024 Report

The PO 2024 is on track, we expect about 150 papers. Abstract submission deadline remains open.

New Business

Lively discussion on how to make the section more relevant to members. Suggestion is made of an ad-hoc team to be formed and to ask members for feedback.

Section website will need to be upgraded, as the current version is from 2017 and some support is no longer available. A significant upgrade will be needed after the IPOC in 2024.

Motion to conclude meeting: Donna Davis moved to end meeting, seconded by Steve King.

Unanimously approved

]Action Items

	Owner	Due date
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CD's for temporary investment of money in Savings	P. Lauzon	12/12/2023
Add Preston McDaniel and Iman Bahrani to bank account	P. Lauzon	12/12/2023
Secure checking account		

Next Meeting: December 12, 2023

Respectfully submitted by:

J. Fernando Cevallos-Candau
Secretary



Code of Conduct:

- Exercise consideration and respect in your speech and actions.
- Attempt collaboration before conflict.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.
- Be mindful of your surroundings and of your fellow participants. Alert SPE staff if you notice a dangerous situation, someone in distress, or violations of this Code of Conduct, even if they seem inconsequential.
- While at an SPE event no participant should engage in harassment in any form.