

Engineers Roundtable Meeting Minutes January 20, 2017

Time 11:30 am

Location: Teleconference

Attendees: Bill Glismann, Matt Walker, John Hill, Jeff Buttermore, Brad Schaap

1. Bill will finalize details for the Banquet with Scott Conference Center and Cornhusker Beverage. Will need to provide them with headcount on Feb. 14.
2. SAME. ACEC and SWE are presenting awards during the banquet. Jeff indicated that IEEE may also want to present an award. (Following the meeting Jeff indicated that IEEE did want to present an award and would inform Elizabeth of the presenter's name to be included in the Banquet Brochure.
3. John said ASCE would like to speak briefly about their chapters 100th anniversary. This can be done at the beginning of the banquet. ASCE also wanted to show a trailer for the upcoming Think Big documentary movie. Roundtable decided that it could be done at the end of dinner before the award presentation.
4. Discussed getting donations sent in. Elizabeth currently had donations from ACEC, SWE and IES. ASCE and SAME donations were sent.
5. Kyle Garrett of Synesis Partners was confirmed as the speaker. Kyle's said he didn't need any expenses paid and that his company would cover them. Roundtable decided to give him with a \$50 gift certificate.
6. Also, a \$25 gift certificate was approved for the MC.
7. John indicated that there would be a state proclamation recognizing the ASCE 100-year anniversary. This would be the same time as the state E-Week proclamation. John will attend. No word on the City of Omaha Proclimation.
8. Discussed getting metro engineering firms to post advertisement in their offices. Will prepare a 11 x 17 size notice to be posted. Jeff indicated he would contact firms personally to post the notices. Jeff will prepare a list of area firms for the roundtable

members to review. Roundtable members can assist by posting notices in their firms and distribute notices if they have contacts at other firms on the list.

9. Brad discussed doing displays at local Malls. He had contacted Oakview and Westroads and had received the costs from them. Decided that it was too late in the process to organize mall displays for this year. Brad will continue to work out a plan for next year.
10. It was decided to allow the Roundtable organizations to put up displays at the banquet free of charge. If anyone needs a table for their display they should contact Bill to get it coordinated with Scott Conference Center.
11. Matt indicated that the special invitations had been sent out 1/19.
12. Jeff will provide a list of engineering firms for contacting about publicizing the Banquet. Roundtable members can assist by posting notices in their firms.
13. Discussed utilizing the ASCE website to do reservation and credit card payment for the banquet online. Roundtable thought this would be something to definitely implement next year as more organizations are doing their reservations this way. The ASCE website would be able to provide a complete list of names for the reservations and could send a check for all the reservations to the roundtable. The issue would be discussed with Elizabeth to see if it may be useful to begin with it this year.
14. Bill will coordinate updates on the website.
15. Next meeting will be a teleconference at 11:30 am on February 3.

Action Items

1. **Contact Organizations about Donations and send them to Elizabeth.**

**Elizabeth Hunter
Schemmer Associates
928 Valley View Drive, Suite 12
Council Bluffs, IA 51503-5288**

Checks to be made out to "Engineer's Roundtable".

2. **Distribute flyers to your organization and offices.**