

January 31, 2011 at Pickles Restaurant, Newbury Park CA

Attending:

Karl Geiger (Section Chair, CS Vice Chair), Bridge Carney (Section Vice Chair), Albert Wolfkiel (Section Treasurer), Zak Cohen (Section Secretary), Doug Askegard (Section Programs and Awards), Abigail Corrin (EMBS Chair), Steve Johnson (Section Chair Emeritus), Jerry Knotts (LMAG Chair), Jim Leatham (Section PACE Events), Victor Lin (ComSoc Chair), Sunil Pai (AES Chair), Momin Quddus (MTTS Chair)

Absent:

Karl Meier (RAS Chair), Craig Reinhart (CS Chair – ill), David Viveiros (ED/CAS Chair)

Meeting called to order by Karl Geiger, at 7:05 P.M.

Section Business

1. Previous Meeting Minutes – Zak Cohen

Previous meeting minutes accepted with no changes.

2. Treasurer's Report – A. Wolfkiel

Albert is setting up the books, as he was just given the accounts by last year's treasurer – Zak Cohen.

Action item – Albert requested that the final accounting of the bill for the Awards Dinner be checked with Los Robles – Bridge will check.

Old Business

1. Critique of the Awards Dinner- Karl Geiger

Everybody thought that the dinner and the venue were excellent. Other comments were: Good food, good location, enough parking, staff were flexible in accommodating changes, cost @ \$20/head was a good deal, etc. The Section will plan to hold more large events at this venue.

New Business

1. Discussion on Section E-Mail lists – Karl Geiger

Karl has set up 3 lists to be used for e-mail correspondence:

ExCom list – Includes the four ExCom officers plus Doug and Jim

OpCom list – Includes the ExCom and the Chapter Chairs/Vice Chairs

Chapter Officers list – Includes all section and chapter officers

Discussion – Karl stated that there are two additional lists, one is composed of all the BV members and the other list is all the BV members in the section. These are maintained in List serve and will be cleaned up by Karl. Individual chapters will run their own E-mail lists for internal communication. These lists can be set up as automated mailing lists on our hosting service, HostMonster, if chapters wish them.

It was discussed how many messages should be sent across chapters to advertise meetings. It was felt that there would be thousands of e-mails and many members would think of them as spam. We will have to come up with a reasonable balance between information sharing and drowning.

Action Item – Karl to set up and clean up distribution lists as follows

Executive Committee – “bv-excom@ieee-bv.org” on the Section's hosting service, HostMonster.

Section officers – bv-officers@ieee-bv.org on HostMonster

Ensure the IEEE Listserv list ‘bv-members@ieee.org’ contains only IEEE members who are current.

Update the IEEE listserv list ‘bvsection@ieee.org’ to include (1) current IEEE section members, (2) past IEEE section members, and (3) collected interested members of the public (news agencies, interested, etc) and other non-Section IEEE members

2. Use and set up of the web site for meeting minutes- Karl Geiger and Zak Cohen

Meeting minutes and other information will be stored on the Secretary' Desk (a page on the section website). All OpCom attendees will log on and review the minutes before the next meeting.

Action Item- Karl will provide all OpCom members with passwords, user names and instructions, if needed.

3. Membership Development Plans

The Buenaventura Section qualified for a rebate from IEEE-USA for retention of members in 2010. The section was one of only 30 out of 500+ sections to have achieved the goal.

Bridge sent out e-mails to six new members and received one reply, which was quite positive. He also sent made calls to some members who are in arrears. It was suggested that we prompt members to attend our events and to bring a friend. Karl has approached Moorpark College students to join the CS Chapter. He has pointed out that the dues for students are low and of the availability of technical information to members.

Quality Logic, Inc. will pay for an ad on our website (\$300) and Karl will include the ad on the website. Two of their engineers will join the PES. We should further discuss and consider using our site for job openings. Bridge will make some suggestions/recomendation for discussions at the next meeting

IEEE rules state that we should conduct one membership mailing a year. It was suggested that a post card should be use to remind members of the programs available. Additional time will be provided next meeting for further discussion of ideas on increasing membership.

4. Discussion on upcoming NEWC

Last year we approved a \$1500 scholarship to be awarded at this year's dinner. The dinner will be held at the Ronald

Reagan Library on March 3, 2011.

Motion by Doug – Seconded by Sunil

The IEEE Buenaventura Section will provide \$200 for an ad in the NEWC program. Motion passed – no objections.

Motion by Albert – Seconded by Jerry

The IEEE Buenaventura Section will pay \$35.00 of the \$65.00 for dinner tickets for Section and Chapter Officers. Motion passed – no objections

Motion by Doug – Seconded by Zak

The IEEE Buenaventura Section will submit the ITT team of the project "Enhanced Architecture FPS System" for Project of the Year. Motion passed – no objections

Motion by Karl – Seconded by Zak

The IEEE Buenaventura Section will submit Jerry Knotts for Engineer of the Year. Motion passed – no objections

All members who want to purchase tickets must contact Doug by 2/15/11.

5. Discussion on upcoming meetings

LA Council – We must provide representation to the LA Council. Bridge volunteered to be Senior Representative. Momin and Karl will be Junior Representatives.

PACE Event – Jim will be our representative to the PACE Event 3/3-6/11 in Austin, TX.

Motion by Doug – Seconded by Steve

The IEEE Buenaventura Section will provide up to \$1000.00 to reimburse Jim for travel and hotel expenses to attend the

PACE Event. Motion passed – no objections

R6 Spring Meeting – Karl will represent the section at the March R6 meeting in Phoenix, AZ. Zak and Doug will also attend, as they are regional officers.

Karl held a discussion on not doubling up on L-31 meetings. The region has targeted this practice. Chairs can double-

count meetings on L31s if:

A "joint" meeting is one that is planned by two or more chapters and is attended by members of these chapters
Chapter business (administration), technical information, career development, or social meetings count. Members of one chapter showing up at another chapters meeting *doesn't* count.

Events held at the Section level count as Section meetings. Example: a PACE event for the entire section cannot count at a chapter level unless a chapter sponsors the meeting (funding, personnel time).

Tabled for next meeting

Discussion on Section Congress

Discussion on R6 Fall meeting

Draw members in at chapter levels

Additional discussion about the web site and creating opportunities for cash flow.

Finding new officers for RAS and ED/CAS to restart those chapters.

Meeting adjourned at 9:05 P.M. Next meeting date and venue to be announced.

Submitted by Zak Cohen, Buenaventura Section Secretary