IEEE Buenaventura Section

OpCom Meeting Minutes

# February 2, 2015

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| Pickles Restaurant, Newbury Park, CA |

## Attendees

Doug Askegard (PACE, RAS/IAS)

Bridge Carney (Vice Chair)

Zak Cohen (Treasurer)

Reza Firozabadi (Membership Development)

Nathalie Gosset (Chair)

Deron Johnson (Secretary)

Jerry Knotts (LMAG)

Ross Kocen (Events)

Dave Pehlke (COMSOC)

Momin Quddus (ED/CAS)

Bob Rumer (EMBS)

Chuck Seabury (MTTS)

Albert Wolfkiel (Past Chair)

Meeting was called to order at 6:40 PM.

## Minutes from Previous Meeting

Minutes from the December 18 meeting were accepted without change.

## Treasurer's Report

**Expense reports for meetings submitted after January 1 need the list of attendees to be included.** For example, when requesting reimbursement for a chapter meeting, include a copy of the sign-in sheet.

It was noted that a $43.38 expenditure for January should have been debited from Computer, and not ComSoc. Treasurer's report was approved as amended.

## Proposal 1 - Budget

Nathalie Gosset presented the proposed 2015 budget and plan for the section. See Appendix for details.

### Discussion

Nathalie Gosset suggested one change from the budget distributed: Reduce the estimated rebate from $6,000 to $5,300; and increase the estimated fundraising from $12,000 to $12,700.

Bob Rumer noted that restricted funds (e.g. funds designated for scholarships) must be tracked and used for their intended purpose.

Moved by Deron Johnson, second by Bob Rumer, that the 2015 section budget be approved.

**Approved** unanimously.

## Proposal 2 - Funds

Nathalie Gosset proposed that the funds are made available to functional managers on Feb 2nd, 2015 according to Chart 1 [in Appendix]. The balance will be made available on June 30th, 2015 if the accumulated fundraising funds are at least $6,000.

Motion by Jerry Knotts, second by Doug Askegard, that the proposal be approved.

**Approved** unanimously.

## Roundtable

Nathalie Gosset distributed a handout with dates and topics for future OpCom meetings.

Doug Askegard noted that functional chairs should consider adding a humanitarian aspect to their events, since it also helps us get more funds from PACE.

Jerry Knotts mentioned that he has a contact that is a former A12 pilot, who is available to speak at a chapter meeting. Momin Quddus expressed interest.

Jerry Knotts also noted that he is getting involved in the IEEE Mentoring Program. Let Jerry know if you are interested.

Doug Askegard mentioned IEEE Collabratec, which is a tool to allow people to work together on projects. We can discuss this more at the April "Synergy & Leveraging IEEE Resources" OpCom.

Bob Rumer noted that CLU students are working with a company in Santa Barbara that is making low-cost lighting for villages in Africa. He will let us know when he has more information.

Meeting was adjourned at 8:05 PM.

## Next Meeting

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| Date/Time | February 23, 2015, 6:30 PM |
| Location | Home of Nathalie Gosset and Doug Askegard, Simi Valley |
| Strategic Focus | Building the Teams of Volunteers |

## Appendix

### 2015 Budget Submitted for Approval

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### 2015 Budget and Plan for the Buenaventura Section

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### 2015 BV Program

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