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**MICHIGAN SOCIETY OF PROFESSIONAL SURVEYORS
SOUTHEAST CHAPTER**



January 16, 2014 Board Meeting Minutes (Preliminary)
5:30 pm

1. Regular Board Meeting Call to Order

The January 16, 2014 meeting of the Board of Directors of the Southeast Chapter of the Michigan Society of Professional Surveyors was called to order at 6:05 p.m. by President Adolfo Castillo. Board members present were, Adolfo Castillo, Jason Verran, Gary Chalice, Jim Hollandsworth, Lawrence Feindt, Craig Amey, Donald DeKeyser and David Smith. Absent was Karl Brandys.

2. Review of Agenda

The meeting agenda was passed out by President Castillo, reviewed and approved by the board as presented.

3. Approval of November 16, 2013 Board Meeting minutes

A motion was made by Jim Hollandsworth and seconded by Jason Verran to approve the minutes. Motion passed.

4. Treasurer's Report (Jim Hollandsworth)

Jim Hollandsworth presented the board with copies of the current Chase Bank statement for the period of November 30, 2013 through December 31, 2013. Jim also presented an accounting report of account balances as of January 16, 2014 and stated that this report was created by a Quickens software product which he would like to use throughout his tenure. A motion was made by Larry Feindt to approve the use of the Quickens product and seconded by Adolfo Castillo. The motion passed. Following was a motion by Jason Verran, seconded by Adolfo Castillo to approve the treasurer's report. The motion passed. (Account Balance Sheet Attached)

5. MSPS SE Chapter Chase Bank Account. Official title (Treasurer/Secretary)

David Smith prepared a written resolution for the following 3 items: (1) a change of officer title (secretary/treasurer) (2) a letter of "Authorizing Officer" for Jim Hollandsworth, (a Chase Bank Requirement), to transfer the credit card account and (3) a receipt template for Jim (Hollandsworth). Dave also prepared a letter to be presented to Chase Bank stating that Jim was elected as an officer to the board of directors, nominated for the new position of Secretary/Treasurer and stating that he will assume all financial responsibilities for the position. The resolution was accepted and discussion followed regarding if the letterhead should include the position Secretary/Treasurer. It was agreed that it would and Adolfo signed the letter.

6. State Highlights Report (Craig Amey)

Due to time constraint a brief statement was made regarding the election results of the State Board. The following members from the Southeast Chapter have been elected. Jim Hollandsworth was elected President and Kelly Fedele as Treasurer, Karol Grove as Director

The items scheduled for discussion will be presented during the general membership meeting.

- MSPS role in continuing Education
- Should Life Members whose license has expired be allowed to vote?
- Should the Southeast Chapter donate to the Legal Offense fund?
- Who will represent the Southeast Chapter in the Snow Shoe race at the Annual Meeting?

7. Committee's & Reports

a. Christmas Party

No chair report was given, however it was stated that the party came in about \$750.00 over budget which was a bit less than in previous years. It was also mentioned that the turnout was good.

b. Scholarship Report

Kelly Fedele reported that 2 applications were received from Ferris State students and no applications were received from Michigan Tech Students. It was decided to wait until more information regarding other scholarship awards are known at which time a recommendation can be made for the Southeast Chapter awards and the board will vote by email.

c. 2014 Golf Outing

Chris Asiala and Gary Challice will co-chair.

d. Boat Races for 2014

Karol Grove Tomlinson and David P. Smith will co-chair.

e. Name tag survey results

22 people responded to the survey of which 6 stated they did not have a name tag. Of the 6 people without tags only 4 were current members. It was agreed that tags will be made and will be available to the 4 current members. The tags can be picked up at the March Chapter Meeting.

8. Budget Discussion for 2014

A motion was made by Larry Feint and seconded by Craig Amey to approve the same budget as last year and further discuss and adjust for the 2014 budget at the next chapter meeting.

9. Correspondence

None to report.

10. Unfinished Business

a. MSPS Awards

Don Ross has been selected as "Surveyor of the Past" and the award will be presented at the MSPS Annual Meeting.

b. SE Chapter Board Elections for Terms beginning in 2014

Larry Feindt, Karl Brandys and Don DeKeyser have been elected as Directors. A motion was made by David P. Smith and seconded by Jason Verran to allow John Fenn to destroy the ballots for this past election. The motion passed.

11. New Business

a. Committee Suggestions for 2014

No suggestions were made.

b. Ideas for Chapter Activities for 2014

No ideas were presented.

The following items were discussed but were not scheduled as "New Business" topics.

a. Appreciation Award

Motion by Larry Feint, seconded by David P. Smith to approve an appreciation award for a Southeast Chapter Member, name withheld from this report. Motion passed,

b. Continuing Education Requirements (Record Keeping)

Discussion was held regarding the tracking of continuing education hours, (CEH). It is suggested that the topic / description of topic, the bio and or resume of the presenter and the time in duration of the presentation should be accounted for in support of the CEH.

c. Annual Meeting Raffle Ticket Purchase

Discussion was held regarding the purchase of Annual Meeting raffle tickets. A motion was made by Jim Hollandsworth and seconded by Larry Feint to purchase \$500.00 in raffle tickets for the Southeast Chapter. Motion passed.

12. Good of the Order

David P. Smith reported that there are web sites for Engineer, Architects and Surveyors to obtain continuing education hours.

13. Adjournment

A motion was made by Adolfo Castillo and seconded by David P. Smith to adjourn the meeting. The meeting ended at 7:09 pm.

Respectfully submitted,
Gary M. Chalice