



MINUTES
LVEC Board Meeting

Date & Time: December 14, 2022, 7:00 p.m.

Location: Zoom

Participants:

Ricki Wagner (ASQ) – Chair	Steve Ressler (ASCE) – Secretary
Christine Gerveshi (SWE, IEEE) – Vice Chair	Navjot Sandhu (ASME) – Webmaster
Mike Fries (ASME) – Past Chair	Dave Toler (SAE) – Corporate Governance Director
Mary Rooney (PSPE) – Treasurer	

1. Call to Order – Meeting was called to order at 7:05 p.m.
2. Previous Meeting Minutes – Minutes from our November meeting were unanimously approved.
3. Treasurer’s Report
 - Mary reported that our current bank balance is \$20,083.77, of which \$9,021.47 is allocated to the STEM account.
 - Dues invoices have been sent out.
 - Treasurer’s Report was unanimously approved.
4. Old Business
 - 4.1 Banquet Planning
 - **Dave will reach out to Minuteman Press to coordinate program printing and request sponsorship.**
 - **Mike will send LVB contact to Steve; Steve will reach out to LVB to coordinate article submissions.**
 - **All, get the word out to your societies about:**
 - **Nominations for EOY and YEOY by January 15.**
 - **LVB articles by the end of January.**
 - **Chris will reach out to Don Cunningham’s office to inquire about coverage in the *Morning Call*.**
 - **Chris will provide Mary with contact info for Don Cunningham’s office; Mary will contact them to ask whether LV Economic Development Corp. would like to be a banquet sponsor.**
 - **All, post info about the banquet on your personal LinkedIn page.**
 - **Mary will send out the current list of sponsors; everyone should add any potential sponsors to Mary’s list.**
 - **Chris will check with Lehigh on the deadline for submission of final headcount.**

5. New Business

5.1 Women Transportation Seminar (WTS)

- The Board voted unanimously to offer LVEC membership to WTS.
- **Mary will reach out to Anne Marie Vigilante to determine their interest.**

5.2 PJAS STEM Grant

- The Board voted unanimously to provide a \$250 contribution to PJAS to support their Lehigh Valley regional competition in February.
- **Mary will send the check.**

5.3 Document Repository

- Mary suggested that we need an online repository for important LVEC documents like bylaws, articles of incorporation, meeting minutes, treasurer's reports, tax documents, etc.
- **Nav will look into setting up a non-public page on our website that can be used to make these documents accessible to all Board members.**
- We will also consider setting up a Google account and Google Drive folder for these documents. Will discuss at a future meeting, when Dave and Nav are present.

5.3 Banquet Speaker for 2024

- Mary mentioned that the Lehigh astronaut would be a good speaker for 2024.
- **Mary will reach out and offer him a complimentary seat at the 2023 banquet.**

6. Next Meeting – January 18, 2023, 7:00 p.m. **Mark your calendars! Use the same Zoom link as this month's meeting.**

7. Adjournment - Meeting was adjourned at 7:57 p.m.