



## MINUTES LVEC Board Meeting

**Date & Time:** February 13, 2024, 7:00 p.m.

**Location:** Zoom

### **Participants:**

Christine Gerveshi (SWE, IEEE) –Chair  
Mike Fries (ASME) – Vice Chair  
Ricki Wagner (ASQ) – Past Chair  
Mary Rooney (PSPE) – Treasurer

Steve Ressler (ASCE) – Secretary  
Navjot Sandhu (IEEE) – Webmaster  
Dave Toler (SAE) – Corporate Governance Director

1. Call to Order – Meeting was called to order at 7:03 p.m.

2. Previous Meeting Minutes

- The minutes of our January meeting were reviewed and unanimously approved.

3. Treasurer's Report

- The Treasurer's Report was reviewed and unanimously approved.

4. Old Business

4.1 2024 Banquet Planning

- **Chris will check on whether IEEE wants a display table.**
- **Mary will coordinate with Chris regarding final count and table layout.**
- **Chris will provide final count and table layout to Lehigh by Friday, Feb. 16.**
- **Chris will coordinate with Lehigh for drop-off of alcohol prior to the banquet.**
- **Mike and Dave will deliver beer and wine to the banquet facility on Thursday or Friday.**
- **Chris will provide the final banquet program to Dave by Thursday, Feb. 15. Dave will forward to Minuteman.**
- **Mary will obtain logos from all sponsors.**
- **Nav will post all sponsor logos on web site.**
- **Mary will prepare the sponsor PowerPoint slide show and provide it to Chris.**
- **Nav will provide the national anthem file to Chris.**
- **Chris will ask the speaker to provide his PowerPoint file; also ask if he would like early setup or if he has any other needs.**
- **Chris will bring her laptop to the event. Chris will ensure that speaker's presentation, sponsor slide show, and national anthem file are loaded onto the computer beforehand.**
- **Dave will pick up banquet programs from Minuteman and deliver to the event.**
- **All, please arrive at 5:30 p.m. to assist with setup.**
- **Ricki will do check-ins at the registration desk.**

4.2 Tracey Carbonetto provided the following feedback on the STEM Career Day at Penn State Lehigh Valley:

*On behalf of the STEM Day committee at Penn State Lehigh Valley, I wanted to thank you and LVEC for the recent support of the STEM-Tastic day event at our campus held on Feb 3rd. A few details about the event:*

- *148 students attended*
- *Approx 50/50 split for male vs female students*
- *Over 20 schools represented as well as boy scout/girl scout/homeschool organizations*

*We had an amazing turnout, and the students were very enthusiastic and eager to participate in the STEM workshops. We had excellent feedback from both students and parents and we are looking forward to repeating the event again in 2025! Thank you for the generous support and we hope you will consider participating again in 2025.*

*A brochure for the event is available at:*

[https://www.wfmz.com/news/area/lehighvalley/penn-state-lehigh-valley-hosts-event-promoting-stem-education/article\\_b8764b2a-c2e9-11ee-ba20-f3c9f7cdf77d.html](https://www.wfmz.com/news/area/lehighvalley/penn-state-lehigh-valley-hosts-event-promoting-stem-education/article_b8764b2a-c2e9-11ee-ba20-f3c9f7cdf77d.html)

5. New Business - None

6. Next Meeting will be scheduled after the banquet.

7. Adjournment - Meeting was adjourned at 8:06 p.m.