



MINUTES

LVEC Board Meeting

Date & Time: December 17, 2025, 7:00 p.m.

Location: Zoom

Participants:

Ricki Wagner (ASQ) – Chair

Navjot Sandhu – Webmaster

Christine Gerveshi (SWE, IEEE) – Vice Chair

~~Dave Toler (SAE) – Corporate Governance Director~~

~~Mary Rooney (PSPE) – Treasurer~~

Tracey Carbonetto (ASME)

Steve Ressler (ASCE) – Secretary

1. Call to Order – Meeting was called to order at 7:04 p.m.

2. Previous Meeting Minutes – Minutes from our 11/19/25 meeting were unanimously approved.

3. Treasurer's Report

- Mary reported the following:
 - Current balance in our money market account: \$17,154.55
 - Current balance in our checking account: \$619.00
- This corresponds to:
 - Operating balance: \$10,257.43
 - STEM balance: \$7,516.12
- The Treasurer's Report was unanimously approved.
- Mary reported that the interest rate on our money market account has dropped from a high of 4% two years ago to a new low of 1.53% now.
- Mary has successfully claimed official control of our PNC bank account.

4. Old Business

4.1 Banquet planning:

- **Nav will send the list of last year's banquet attendees (with email addresses) to Tracey.**
- **Tracey will combine the 2025 mailing list with the lists from 2023 and 2024, then will send the consolidated list to Ricki.**
- **Ricki will send the banquet flyer and sponsor letter to everyone on our mailing list.**
- **Tracey will send the banquet flyer to the engineering deans at Lehigh and Lafayette.**
- **Ricki will start working on drafting the banquet program.**
- **Dave will coordinate with Minuteman for printing the banquet program.**
- **Steve will reach out to LVB to determine their deadline for submission of articles.**
- **Nav will check to ensure that the number of student attendees is capped at 24 in EventBrite.**

5. New Business

- **Nav will add the security certificate to the LVEC website as soon as possible.**
- Tracey presented a request for a STEM grant of \$250 to fund the STEM-tastic middle school outreach event at Penn State Lehigh Valley. 100-150 students will participate. The Board

unanimously approved the request, contingent upon receipt of Tracey's written (email) proposal to document the grant. **Tracey will submit an email proposal as soon as possible.**

6. Our future meetings will be conducted on 12/17 and 1/21 at 7:00 p.m. on Zoom.

7. Adjournment - Meeting was adjourned at 8:10 p.m.