

Minutes
2004 Alpha Epsilon Annual Meeting
ASAE Annual Meeting
Ottawa, Canada
August 2, 2004

1. Kelsi Bracmort, National President, called the meeting to order at 11:10am. Copies of the meeting agenda, secretary and treasurer's reports were available for those in attendance. Russell Persyn, National VP/President Elect, and Richard Willoughby, National Secretary/Treasurer were linked to the meeting via conference call.
2. Kelsi Bracmort welcomed the members at the meeting.
3. Approval of the Minutes- Kelsi Bracmort read the minutes of the 2003 meeting. Dirk Reum of the University of Illinois moved the minutes be approved as read. The motion was seconded by Jeremiah Davis of Iowa State University. The motion passed unanimously.
4. Treasurer's Report-Richard Willoughby read the treasurer's report and the attached items of note that detailed the reason for some of the changes during the last year. Richard asked if anyone had any questions or comments on the report or the items. None were voiced. Noah Miller, Ohio State University, moved that the treasurer's report be approved as read. Monette Hancock, University of Illinois, seconded the motion. The motion passed unanimously.
5. Introductions-Kelsi Bracmort, National President, invited those in attendance to introduce themselves and the school they represent to the group. Also, each school represented gave a summary of their chapter's activities over the past year.
6. Chapter of the Year Award Presentation-Kelsi Bracmort presented the outstanding chapter awards for the past year. Most improved chapter went to the University of Arkansas. Second place went to the University of Illinois; first place went to Oklahoma State University. Russell Persyn suggested getting a picture to be used in Resource Magazine and the AE website.
7. Old Business- Here is a summary:
 - a. Pins. Russell Persyn discussed what he had found out. Would like approval to pay a set up fee for a lapel pins after further review. Initial review shows with a minimum order of 100 and a setup charge of \$100, pins would be \$4.10 each. Russell also stated that AE allocates \$500-600 for getting this started. Russell further stated that 3 universities inquired about this during the last year.
 - b. Shirts. Shirts with the AE logo were investigated by Russell as well during the last year. Doing a golf shirt would be pricy. Purdue inquired

about shirts, but when the quote came through, they decided it was cheaper to do it themselves.

Discussion of the funding of this included how many new members does AE get each year (100-250). Also, it was discussed about increasing dues \$5 and send everyone a pin with their certificate. This was quickly struck down. Kelsi Bracmort suggested we use money from the money market account. Price breaks might influence the number of pins that we order if we could sell all of them in 2-3 years. Doug Ruem of the University of Illinois moved that we purchase 100 pins and make them available at cost. This was seconded by Jeremiah Davis of Iowa State. The motion was approved unanimously.

- c. Stationary. Kelsi Bracmort said that one chapter requested stationary as is seen in the handed out copies of the minutes and treasurer's reports. If any chapter has interest, more could be ordered, or the electronic version could be sent to the chapter.
- d. Intake Procedure. Kelsi discussed the intake procedure. For the most part the majority of the chapters are doing pretty good, very few batches of certificates are having to go out priority or next day. Richard Willoughby commented that most are doing well, but when sending in checks, I need names to add to the database. Comments from the meeting attendees were good for the most part.

8. New Business-

- a. New chapter and re-activation of inactive chapters. Individuals from Oregon State were interested, but nothing has happened after an initial discussion. Russell Persyn discussed interest from the department head of LSU, but there had been no follow-up on their part. It is difficult to get a new chapter started, and would take at least a year to get it through due to issues in Article 5 of the AE constitution. Was some discussion regarding doing a mailed or emailed ballot to the chapters to speed up this process. Russell Persyn said that we would need to get procedures developed and update the constitution to allow these. This is something that the executive committee needs to do and present at the next meeting.
- b. Resource published information. Russell discussed this with them and decided to wait until fall because of students not receiving the magazine in summer, plus we can use pictures of the award presentation to get better attention.
- c. Members from new areas. There was interest by a forestry student in becoming a member. However, at this time, the student is ineligible. Russell Persyn said that he would check with ASAE to see if there was a student branch. This would be a first step in getting this going.

9. New Officer Elections-Candidates who were known previously to this time are Jeremiah Davis from Iowa State, for office of secretary/treasurer and Jody Purswell from the University of Kentucky for the office of vice president/president elect. Brief bios of the candidates were read. Nominations from the floor were then taken. Monette Hancock of the University of Illinois was nominated. Since her bio was not had, she gave a brief equivalent and stated what she would like to do for the society.
 - a. Secretary/Treasurer-Since there are multiple candidates, the vote was done by ballot. Monette won the vote.
 - b. Vice President/President Elect-Since there was only one candidate, a motion was requested for a vote by acclamation. This motion was made by Dirk Ruem, University of Illinois, and seconded by Noah Miller, Ohio State University. The motion and selection of the candidate both passed unanimously.
10. Other new business-
 - a. It was discussed about increasing the meeting to 1.5 hrs instead of 1.0 hrs of allotted time to make sure all issues could be adequately discussed. This will be taken into account by the executive committee when planning next year's meeting.
11. Adjournment- A motion was made to adjourn the meeting. The motion was seconded by Jeremiah Davis. Motion passed unanimously.