

Arkansas Academy of Mechanical Engineering  
Annual Board Meeting Minutes 2011  
April 16, 2011

1. The Annual Business meeting was called to order at 8:35 AM CST by President Wolf in the Commerce Room of the Embassy Suites Hotel in Rogers, AR. In addition to President Wolf, there were 35 AAME members in attendance.
2. Introductions. Everyone in attendance gave a brief self-introduction.
3. Minutes. The minutes from the January 29, 2011 Board Meeting were reviewed in addition to the earlier Board Meeting minutes of 2011 for all AAME members at the business meeting. The minutes were approved as reviewed.
3. M.E. Department and Special Projects Committee Report. Dr. Matt Gordon gave an update on special projects and MEEG department status. Status of the MEEG Department is always available on the website under the Alumni tab at [www.meeg.uark.edu](http://www.meeg.uark.edu).

Dr. Gordon suggested targeting some scholarships for undergraduate financial need and for graduate students as well. Carl Conner proposed that we explore ways to help military veterans. It was suggested that Drs. Gordon and Couvillion get with the Scholarship Committee and then make a formal recommendation on apportionment to AAME.

Funds for a budget approved flat screen TV were diverted to website development and other needed items.

Dr. Gordon discussed the success of the mini BAJA program. The project is way ahead of past efforts. This is the first time in five years that the team had a working car in advance of competition. In fact, this year, they have two working cars and are tentatively planning an internal department competition.

Freshman MEEG enrollment is largest amongst all Engineering departments and is almost twice the size of any other department. The hope is that MEEG will get more faculty members so courses can be offered more often and in smaller group sizes. Students have clearly stated a preference for smaller classes. AAME members expressed their ongoing desire for the Department to offer classes that make U of A graduates more competitive in industry. Hands on classes like introductory machine shop were encouraged by our membership.

President Wolf suggested that AAME find a way to make graduating seniors' resumes available to our membership, perhaps via our website. Job posting requests are periodically called into the MEEG office, and it was suggested that those postings be posted on the MEEG webpage. Dr Gordon noted that Southern Mississippi has a placement function for past graduates, and he will investigate to determine if this is at the Departmental or University level. Dr Gordon is trying to track job placement for graduates but the survey response rate is less than ideal. Mike Stewart suggested that the MEEG Department could possibly get better

response by being more actively involved in the placement process (we will help you find a job if you provide us better placement information).

The idea of creating a newsletter for graduates was discussed. The Department plans exit interviews with each graduating ME student, and Dr. Gordon will be conducting the interviews. Zane Boatright asked about diversity within the ME student population. Dr. Gordon did not have the numbers readily available but will email that information out to AAME membership when he gets it.

Zane Boatright recommended that the Academy needs a long range strategic plan. Wayne Norton noted that the constitution and by-laws do provide guidance for long-range strategic planning. The Financial Committee and the Board will address long term strategic planning in the next Board meetings.

Dr. Gordon has changed the way Creative Projects are evaluated and is not currently using AAME members on a Departmental 'event' scale. He suggested that more informal project specific judging may work better. Foye Penn, a regular Creative Project judge, noted that he did not have sufficient time with each student during project judging. Dr. Rick Couvillion suggested a staggered program of review, as opposed to having the entire program in one day. After some discussion, there was a general consensus of agreement that Dr. Gordon's plan is worth trying.

Bob Harrison mentioned that the involvement of AAME members with the student population can provide invaluable to the students from an industry perspective. Robert Harrington noted that UT brings in guest lecturers and alums to speak with the students, and that the ME Department should consider trying this.

5. Treasurer's Report. While we did not have first quarter financial results, Mike Hays presented the Treasurer's report at year end 12-31-2010. Mike reported that contributions were \$34,810 with matching contributions at \$4,850, which is down from prior years. Total income was reported at \$47,941.41. Expenditures totaled \$38,781.31 and are detailed in the Financial Report. Mike noted that the scholarship funds are transferred in a lump sum from the Endowment funds to the MEEG Department scholarship account. Assets were up due to market improvements. The Endowment Fund net asset value was \$151,825.92, and the total AAME assets at year end were \$182,415.48. The location of AAME funds is within the U of A Foundation accounts. \$30,589.56 of U of A Foundation - AAME funds can be accessed, while the net asset value cannot be readily accessed. A motion was made and seconded to approve and accept the Treasurer's report. The motion was approved.

501 (c) 3 Status. Lamar Pettus discussed the 501(c) 3 status. Unknown to most current members, AAME had many years ago sought and been given 501 (c) 3 status independent of the U of A Foundation. At some point, AAME became part of the U of A Foundation (which also has 501(c) 3 status) and our funds then went into the U of A Foundation accounts. A benefit of being part of the Foundation is/was that they deal with all tax filings and issues. After years of inactivity as a

stand-alone group, the IRS sent AAME a notice of non-filing. Lamar investigated and recommended that we do not need to and should not maintain our 501(c) 3 status. A motion was made, seconded, and approved to NOT maintain our separate 501(c) 3 status. It was emphasized that dues/donations checks should be made out to U of A Foundation-AAME.

## 6. Committee Reports:

A. Financial Committee Report/ Budget Acceptance. Frank Porbeck, Committee Chairman, provided the Finance Committee report. His spreadsheet provides historical data for the AAME budgets back to 1996. The 2011 adopted budget was reviewed by AAME members. Scholarship funds have been increased from \$10,000 to \$15,000 per year. Frank reviewed the trends in contributions as broken down by class and year.

B. Conduct /By-laws & Constitution Zane Boatright presented the proposed amendment allowing teleconferencing members to have their votes counted as part of a quorum. Motion was made, seconded and approved to approve the amendment.

C. Membership Committee. Mike Stewart reported that two membership nominees had time conflicts and could not attend this year's initiation at our annual banquet. They did express interest in being considered for next year, so those two candidates are on our active recruiting list. Bob Harrison was recognized as the #1 recruiter for new AAME members. Mike encouraged members to reach out to former classmates and solicit new members. Mike can provide the nomination forms and talking points.

D. COE Awards Nominations-Awards Committee. Dr. Rick Couvillion noted the two members, Jack Giles and Gary Young, who are being inducted as COE Distinguished Alumni, and Paul Strickland as Distinguished Young Engineer. He solicited inputs for future nominations.

E. Newsletter Editor Richard Roberts was unable to attend. Through President Wolf he requested input regarding news, promotions, awards, and achievements from members for future newsletters. Two newsletters have been posted on AAME's website this year. A request was made to have the ME Department send notification to membership when newsletters are posted on the website.

F. Fund Raising Committee Chris Weiser was unable to attend. Mac Hogan is working with Chris, and he discussed the need to develop additional fundraising avenues. Here are the highlights of his presentation –

There are several 'easy' options for giving to AAME through the U of A Foundation. We should send letters to prospects requesting donations. We should also provide the necessary forms for such donations so they can do it from their 'easy chair'. The easy giving options are:

- 1) Cash
- 2) Stock or other assets which have appreciated in value. There is no tax on the gain if it is given to the Foundation and as a bonus the donor may deduct the current appreciated value as a charitable gift. The donor saves about 20% by avoiding the tax on the gain about 40% of the appreciated value in the deduction.

- 3) For those 70.5 years of age and older who must take a Required Minimum Distribution (RMD) from their IRA account – It is possible to donate the RMD or any amount up to \$100,000 and avoid the ordinary income tax normally assigned to such distributions for the year 2011 only. By taking more than the RMD this year, the donor can therefore reduce future RMDs and the associated tax as well.

There are other donation methods which may require the involvement of a tax professional. These methods include Life Insurance, Charitable Remainder Trusts, Crummy Trusts and the like. These are all good donation methods as well but are more complicated.

For the raising of big money, AAME and the ME Department need to concentrate on developing more relationships with Corporate America. Building these relationships should lead to sponsorships. The Corporate Return on Investment is involvement in curriculum development, intern programs, research, better pipelines to graduates, etc. Big money is available but we need a coordinated program to solicit Corporate participation. Mac is willing to get it started if AAME membership and the Department are supportive and willing to get behind the project. It will take a lot of work, but the payoff is there.

#### 7. Old Business

A. Committee on Lifetime Lump Sum Dues Proposal-Update. Frank Porbeck proposed a preliminary plan. He proposed lump sum dues amounts (or as spread out over 5 years with pledge) in amounts ranging from \$3,750 total (36 year old member) to \$1,970 total (anyone over the age of 65). The proposal was approved as presented. Frank asked to double check his numbers and present final figures at the next board meeting. It was agreed to give Frank this time to finalize the numbers with the board.

#### 8. New Business

- A. Website development was discussed by Dr. Gordon. The department will update the website with the new inductees after the annual meeting.
- B. The search for a permanent MEEG department head has been cut down to three with possibly two leading candidates. Dr. Gordon could not comment further since he is one of the remaining candidates.
- C. President Wolf stated she has enjoyed her time as President of AAME and she has had fun as our President!

-----Recess for Board Meeting-----

1. Election of Officers

1. President-Jack Murders
2. President Elect- Zane Boatright
3. Treasurer - Mike Hays
4. Secretary - Wayne Norton

B. Schedule/Location of 2012 annual meeting. President Jack Murders stated that COE has not finalized the location of the annual meeting. It will probably be on April 27-28<sup>th</sup> at the Embassy Suites in Rogers but will be finalized at a later date.

C. Schedule of 2011-2012 Board Meetings - President Murders proposed the following dates and locations. There were alternate dates proposed for most board meetings.

1. June 10 - Hot Springs
2. October 1 - Dallas, TX
3. January 20 - Fayetteville
4. Annual Meeting-April 2012

9. Adjournment President Murders adjourned the business meeting.

Secretary, Wayne Norton #2