



AGENDA

LVEC Board Meeting

Date & Time: October 19, 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 (absent)
Mary Rooney (PSPE) – Treasurer	

1. Call to Order – Meeting was called to order at 7:15 p.m.
2. Previous Meeting Minutes – Minutes from our September meeting were unanimously approved.
3. Treasurer’s Report – Ricki reported that there is no change from last month’s balance sheet.
4. Old Business
 - 4.1 Treasurer Transition
 - **Mary, Dave, and Ricki will arrange a meeting to hand off Treasurer responsibilities to Mary.**
 - **Once the Treasurer transition is complete, Mary will send out invoices for society dues.**
 - 4.2 Banquet Speaker
 - The Board voted unanimously to invite Don Cunningham to be the banquet speaker.
 - **Christine will follow up with Don Cunningham’s office to confirm his selection as speaker.**
 - **Christine will prepare a draft list of possible presentation topics and ideas—and will share the draft list with the LVEC Board for review and comment.**
 - 4.3 Banquet Planning
 - Although Lehigh will not need our menu selections until about four weeks prior to the event, we need to make menu selections next month in order to: (1) determine the registration cost for the event and (2) include menu information on the banquet flyer, which will be included with the sponsor letter.
 - **Christine will get menu information from Lehigh and distribute it to the Board prior to our next meeting.**
 - Sponsor letter should be sent out in early December.
 - For the 2023 Banquet, we need to insist on 8-person tables, for consistency with our sponsorship packages.
5. New Business
 - Nav shared his idea for the “Golden Anvil” icon.

6. Next Meeting – November 16, 2022, 7:00 p.m. **Mark your calendars! Use the same Zoom link as this month's meeting.**

7. Adjournment - Meeting was adjourned at 8:00 p.m.