



MINUTES
LVEC Board Meeting

Date & Time: December 18, 2023, 7:00 p.m.

Location: Zoom

Participants:

Christine Gerveshi (SWE, IEEE) –Chair	Steve Ressler (ASCE) – Secretary
Mike Fries (ASME) – Vice Chair	Navjot Sandhu (IEEE) – Webmaster
Ricki Wagner (ASQ) – Past Chair	Dave Toler (SAE) – Corporate Governance Director
Mary Rooney (PSPE) – Treasurer	

1. Call to Order – Meeting was called to order at 7:00 p.m.
2. Previous Meeting Minutes
 - The minutes of our November meeting were reviewed and unanimously approved.
3. Treasurer’s Report
 - Mary presented the Treasurer’s Report, which included documentation of the new money market account she established last month. The Treasurer’s Report was unanimously approved.
 - **All members should remind their societies that we have money available to support their STEM programs.**
4. Old Business
 - 4.1 2024 Banquet Planning
 - Nav implemented the cap of 25 students and 150 overall in EventBrite.
 - Dave reached out to his contact in the Lehigh U. Department of Mechanical Engineering to determine what sort of speaker gift Prof. Hart would appreciate receiving. He has not yet received a response. **Dave will follow up.**
 - **Dave will check on whether the final version of last year’s banquet program is available in our Google Drive folder.**
 - **Chris will update the Banquet Program.**
 - **Dave will check with Minuteman to determine if they will provide us with the same terms for program printing/sponsorship recognition as in previous years.**
 - Prof. Hart has approved the flyer bio for use in the final program.
 - Steve reached out to the LVB Editor to identify the timeline for submission of articles. All articles must be submitted by February 1st. **All members should inform their societies about this deadline.**
 - 4.2 Google Drive Document Repository

- Dave checked to ensure that Bylaws, Articles of Incorporation, and other relevant governance documents have been uploaded.
- The Google Drive link is as follows:
<https://drive.google.com/drive/folders/14nWobeqBq6kUeHDas9z632zhx8zy6ilj>

5. New Business

5.1 New Engineering Program at Penn State Lehigh Valley

- Tracey Carbonetto joined the call to provide information about the planned creation of a new General Engineering program at Penn State Lehigh Valley.
- The Dean and Chancellor at PSLV are interested in sharing their proposal for the new program with the LVEC. All LVEC members agreed to have their contact information provided to the school.

6. Next Meeting will be on January 15, 2024, at 7:00 p.m. **Mark your calendars! Use the same Zoom link as this month's meeting.**

7. Adjournment - Meeting was adjourned at 8:20 p.m.