



Meeting Minutes

Subject: FY10 Live Board Meeting - August
Location: Conference Call
Author: Sadaf Khattak
Attendees: Kyrsten Brea
 Alicia Licata
 Kerry Simoneau
 Maja Niksic
 Jennifer Millard
 Sharveen Seebaluck
 Maja Niksic
 Kelly Schumacher
 Sadaf Khattak
Not Present: Margaret Tang
 Jing Du
 Lorena Moschetta
 Lauren Pellegrino

Date of Meeting: 01 Sep 09
Time of Meeting: 6:15 P.M.
Page: 1 of 3

	Subject	Action By	Due Date
1.	<p>Membership:</p> <ul style="list-style-type: none"> a. There are currently 185 members with 101 paid members for 2010 and 84 unpaid . Sharveen provided Kyrsten with a breakdown demographically. Demographics, i.e. married vs. single in NYC vs. LI are not available. b. Kyrsten will issue to the Board members some demographic statistics between the NYC boroughs, Suffolk & Nassau counties. c. All board members to confirm that they have paid their dues. A couple of members were not showing up as current members on the listing. 	<p>KB</p> <p>All</p>	<p>9/11/09</p> <p>10/7/09</p>
2.	<p>BBQ</p> <ul style="list-style-type: none"> a. About 6 people attended, and a good time was had by all. Thank you Alicia for hosting. 		
3.	<p>Treasury</p> <ul style="list-style-type: none"> b. SWE-NY has a total of \$22,062.77, with a total of \$21,879 in the Merrill Lynch account and \$183.77 in PayPal. c. Kyrsten will issue the budget this week to voting board members for approval. d. Kyrsten and Kelly to review who in addition to the VPs needs to be added to the accounts. 	<p>KB</p> <p>KB/KS</p>	<p>9/4/09</p> <p>9/4/09</p>
4.	<p>Professional Development Events - NYC</p> <ul style="list-style-type: none"> a. A Professional Development committee meeting was held on 8/31/09. The minutes are available separately. b. September wine tasting is on 9/23. Board members are urged to RSVP early. 7 people have RSVP'd to date. c. Margaret and Kyrsten discussed a possible sponsorship for a Jennings Group seminar on a Saturday, and utilizing the SWE Bits as an initial survey to gauge interest. More information will be forthcoming. d. Florence Hudson event is on 10/3. The venue has not been settled as Kyrsten is waiting for the SWE Columbia student chapter president to get back to her. e. The PD committee discussed holding an event with Laura Daly in November for the NYC event. 	<p>KB /MT</p> <p>PD Committee</p>	<p>9/23/09</p> <p>TBD</p> <p>9/4/09</p> <p>TBD</p>



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	<ul style="list-style-type: none"> f. Jing will be contacting a speaker who presented at the Women’s Transportation Society event for a possible presentation. g. The October Happy Hour has been posted. Board members who can attend please RSVP. h. The “paid” networking happy hour discussed last month will not be happening. 	<p>JD</p> <p>All</p>	<p>TBD</p> <p>N/A</p>
5.	<p>Professional Development Events - LI</p> <ul style="list-style-type: none"> a. The pumpkin picking event on 10/3 in LI is a family friendly fun event. Carpooling can be coordinated for board members as some are driving. It is also convenient to LIRR. b. Kerry will be contacting Dale Carnegie and ASME to coordinate a joint event. This will be the October LI professional development event. c. The Long Island time management seminar has been pushed back one week. 	<p>KS</p>	
6.	<p>Community Outreach</p> <ul style="list-style-type: none"> a. WISE update: Meeting on 9/25 to finalize date, which will either be 2/27/10 or 4/10/10. Grant application due by September and is being submitted through Stony Brook collegiate section. Kyrsten asked that SWE review application to confirm that the SWE-NY commitments have been correctly represented. Maja will be coordinating the volunteers necessary for this in the spring. b. New York Cares day 10/17/09 [9:30 – 3:30]. Board members encouraged to join the SWE team and donate of their time or funds. http://www.newyorkcaresday.org/swe_nysection. A project in Queens or Brooklyn requested to make it more convenient for LI members. SWE will seek to solicit more volunteers from the collegiate chapters to join those members who are not going to SWE National. c. Potential LI events: Meals on Wheels / Habitat for Humanity / Food Bank / Homeless Shelter Volunteering. Board members requested to forward suggestions to Kyrsten and Alicia. d. Future City competition and the opportunity to mentor middle school students – more information will be sent out by Kyrsten. e. The next Women Build is in New Jersey. A LI location for community service is needed. All board members requested to look into this. Jennifer to look into possible beach cleanups either this fall or next spring before the beaches re-open. 	<p>KB LP / JM</p> <p>All / KB</p> <p>KB / AL</p> <p>KB / LP</p> <p>JM</p>	<p>Update 10/7</p> <p>N/A</p> <p>Ongoing</p> <p>10/7</p> <p>Update 10/7</p>
7.	<p>Newsletter</p> <ul style="list-style-type: none"> a. The September newsletter was issued 9/1/09. The next newsletter deadline is 10/23/09. Please forward recipes, book reviews or any other articles to Alicia by this date for publication. 	<p>All</p>	<p>10/23</p>
8.	<p>Website</p> <ul style="list-style-type: none"> a. Jennifer has been having issues getting a response from SWE national regarding broken links on the website. As soon as this is straightened out, the plan is to revamp the website along the lines of the SWE National website. b. All of the links in the Internal Links document are not functional and is being fixed prior to being sent out. Board members are requested to ask if there is a specific document they are looking for. 	<p>JM</p> <p>All</p>	<p>Update 10/7</p>
9.	<p>Holiday Party</p> <ul style="list-style-type: none"> a. Alicia & Margaret have a potential restaurant in mind for the party, with a 3-course meal at \$37. There is thought of subsidizing the event again this year so that the member cost is only \$30. Kyrsten noted that this was not the same as last year. Kelly will look into how this was done last year [pro-rated budget?]. 		<p>Update 10/7</p>
10.	<p>Next Meeting – 10/7/09 at 6:15 PM and will be a conference call only.</p>	<p>All</p>	<p>10/7/09</p>

