



ASPIRE • ADVANCE • ACHIEVE

New York Section – FY09

www.swe-ny.org/

Email: swe-ny@swe.org

SWE-NY Board Meeting Minutes– November 3, 2008

1. Meeting Start, Attendance

- a. Becky
- b. Lorena
- c. Kimberly
- d. Laureen
- e. Margaret

2. Treasury (Kelly)

a. Update on Merrill Lynch and Paypal finances

- i. Merrill Lynch account: \$20134
- ii. PayPal: \$188.79
- iii. Total: \$20,322.79

b. Update on FY09 budget (Storage options)

- i. The cheapest was about \$45/month. That space can hold about 10-15 boxes. Adding an extra \$540 to the budget every year isn't a lot but does not seem the best solution for us. As long as the last few years of financial records can be stored on our site, Kelly doesn't see a problem with keeping everything electronically. Any additional thoughts would be appreciated.

3. Newsletter (Becky)

- a. Fall issue deadline – November 14
- b. Scheduled to be published on Friday, November 21
- c. Kelly will be providing an article on the biofeedback seminar. Lorena will provide the picture.
- d. Alicia asked Margaret to provide an article for the Happy Hour next week.

4. Section Reps (Lorena, Laureen)

a. Survey on Proposed changes to COR (Council of Representatives) (Lorena, Laureen)

- i. Becky emailed the survey winner last week but has not heard back. Becky gave her the option to come to an upcoming meeting to pick it up.
- ii. Laureen and Lorena will coordinate their voting during the Conference based on the survey results.
- iii. Voters were in agreement that the SWE Senate should take over rather than having a large COR group.
- iv. Lorena will send the results to the board for the Survey on the proposed changes to the Council of Representatives.

5. Professional Development Committee (Laureen, Margaret)

a. Recent events (October)

- i. Jones Beach Walk
 1. Attendees: Lorena, 5 SUNY Maritime students, and their advisor.
 2. SWE-NY raised just under \$1,000.
 3. The event raised about 5 million dollars and 5,000 walkers overall.
- ii. Biofeedback seminar
 1. Held last Tuesday, October 28th. There were approximately 6-7 attendees (3 board members, 2 non-board members and 1-2 of Becky's coworkers)

b. Upcoming Events

- i. Merrill Lynch (LI, November 12)



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1. This will be held at Lorena's office.
2. The speaker will let Laureen know tomorrow if he has any audio/visual needs.
- ii. NYC Happy Hour (November 12)
 1. At least one non-board member RSVPed to the yahoo account and will be attending.
 2. The flyer is posted on the website.
 3. Margaret has a few other guests confirmed.
 4. Margaret may write the article for the newsletter herself instead of asking a member to.
- iii. Seminar Series
 1. Margaret will put together a flyer within the next few weeks and have the board review along with the Jennings Group.
- iv. "After the Holidays" party (NYC, January 10)
 1. Contract is signed with the restaurant.
 2. Total cost is \$35/pp.
 3. We will be subsidizing the cost for our members and students by offering the dinner at \$30 for SWE members and families. Students will be \$25. Open to significant others and children as well.
 4. 25 person guarantee
- c. **SWE National Conference – Baltimore**
 - i. Alicia is unsure if she will be able to attend.
 - ii. Becky, Laureen, Kelly and Lorena will be attending.
 - iii. Students from Maritime will be attending as well.
 - iv. Jennifer Millard will also be attending. Becky will forward Lorena her email address.
 - v. Planning a get together on Thursday evening. Lorena will contact conference attendees them via email to arrange a meet up.

6. Action Items (Kimberly)

- a. Send Yuping photos to post on the website if you are writing an article for the newsletter.
- b. Lorena will contact conference attendees them via email to arrange a meet up on Thursday.
- c. Margaret will put together a flyer for the seminar series and have the board review along with the Jennings Group.
- d. Laureen know tomorrow if the Merrill Lynch speaker has any audio/visual needs and will let Lorena know.
- e. Lorena will send the results to the board for the Survey on the proposed changes to the Council of Representatives.

7. End of Meeting

Please be reminded that all conference calls are recorded.

Dial (212) 812-2800 and enter Passcode **9474 0280**

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