

**SOCIETY OF WOMEN ENGINEERS
CENTRAL OHIO EXECUTIVE COUNCIL MEETING 8 – FY04 MINUTES**

April 17, 2004 8:00AM

Attendees: Rebecca, Rachel, Tricia, Linda, Lynne, Kristina

Updates from Board

President

Rachel Lewis

- will try to get a company to sponsor next meeting (AEP?)
 - o was unable to get any responses
 - o will try again for the next meeting
- bringing in speakers to meetings: Dr. Deb Peeler from Wright Pat? – suggested by R. Blust).
 - o Need to put together a database of potential speakers with contact information and bios
- Potential student upgrades
 - o Rachel will send an e-mail to all potential upgrades
 - o Do we want to sponsor?
 - Limit to 4
 - Staying in area
 - Shown SWE leadership
- Need to update Officer descriptions before elections
 - o Send input to Rachel in 1 week.
 - o Also need to evaluate committees. (send input in 1 week)
 - o Why be an officer? Send to Rachel in 2 weeks.
- Elections
 - o Nominations 5/24-6/4
 - o Elections 6/7-6/18
 - o Officers announced 6/24
 - o Will be done via e-mail (hard copy of e-mail will be sent to the 2 members without e-mail addresses)
 - o Will add a spot to sign up for committees on the ballots

VP

Rebecca Blust

- attended Region G conference
 - o not enough workshops for professionals
 - o Rachel is working with students to gear conference for students, professionals, and SWE

Secretary

Lynne Waldron

- thank you needs sent to Delphi, Rachel will do
 - o will be sent this week

Treasurer

Linda Arnold

- see written report
- \$600 was donated by Delphi for continuing education
- balance (before the \$600 donation) = \$1,879.81

COR

Kristina Kuraitis

- still waiting on HQs to issue new By Laws Template
- Quarterly report was filed

Chairs and Committees

No one signed up at last membership meeting.

- Rachel will bring a sign up sheet for the next meeting.
- Will add sign ups to the election ballots as well.

Updates from Committees

Student Liaison

Patricia Fought

- Spring BBQ:
 - o Rebecca's on May 22nd 4-8 (rain day 23rd)
 - o RSVP Wednesday before
 - o Rachel will bring applications/upgrade kits
- Still considering glass blowing
 - o This fall

Membership

Rachel Lewis

- Membership Numbers
 - o GOAL: 50 Members
 - o Currently: 36 Members
- Surveys
 - o Review survey results
 - o Review survey structure and add/delete questions
- welcome
 - o need to send welcome letters to new members
 - o Rebecca

Fund Development

Linda Arnold

- Garage Sale
 - o \$30.00 advertisement (4 papers and dispatch)
 - o will bring van to member meeting to pick up items
 - o 7am set-up
- Need to follow up on selling SWE items

Girl Scouts

Rebecca Blust

- We have decided to volunteer with OSU this year, maybe try to organize next year
- Rebecca has all information and will keep for future reference

Newsletter

Lynne Waldron

- Summer Newsletter:
 - o July/August/Sept
 - o Deadlines: Officer articles Tues June 1, Member articles Tues June 8, Editor finished Tues June 15, sent by Tues June 22
 - o Article ideas?
 - Rebecca suggested a discussion corner on current issues
 - Will add pictures of BBQ and garage sale
 - Rachel will write an article/letter from outgoing president
 - Recognition list for volunteers of garage sale

Webmaster

Rachel Lewis

- Needs to get updated! SWE moved servers and reissued passwords, now Rachel needs to find time to get on and update it.

Executive Council Calendar

Meetings will be held the first Saturday of every month at First Watch in Dublin, unless otherwise stated.

The next meeting will be Saturday April 17th at 8am at First Watch.
May's meeting will be held at Rebecca's prior to BBQ. (3:30pm)
NO meeting in June.
Old/New Officer meeting July 10th.

Membership Needs and Expectations

- Continuing Development Programs and Continuing Education Scholarships.

Upcoming Activities

- Mother/Daughter Banquet:
 - o Move to Autumn (September?)
 - o Possible speakers: Rachel suggested Luke the Juggler, Rebecca suggested Deb Peeler, Lynne Waldron (talk about 6 sigma), Kristina suggested plant manager of Budweiser
 - o Need to raise funds and develop budget
 - o Kristina suggested holding it at Lindy's Restaurant – Kristina will check it out
- Lynne will try to set up a plant tour of Delphi for July or August
 - o (not the first 2 weeks of July, they are shut down)
- Membership Meeting
 - o Cocktail Hour at Cozymel's
 - o Wednesday April 21
 - o 7pm-8pm
- Summer Membership Meeting
 - o FY05 kick-off
 - o At Easton
 - o On a Saturday afternoon
 - o In late July/early August
 - o Maybe have a charity event