

**SOCIETY OF WOMEN ENGINEERS**  
**CENTRAL OHIO EXECUTIVE COUNCIL MEETING – FY06 MEETING MINUTES**  
**December 2, 2006**  
**Suzanne's Home, 9:00 a.m.**

Attendees: Lee Ann, Lynne, Suzanne, Jessica, Rachel, Meghan, Peggy, Inaas, Elizabeth

**Event Updates:**

1. Mother Daughter Brunch – SM, LAS, JF
  - a. 22 attended the event
  - b. Suzanne will submit article and pictures to Peggy for newsletter by Dec. 19
  - c. \$340 raised by silent auction, money to go to scholarship fund
2. Membership Meetings – SM
  - a. Dates, Locations and topics (times will be 6 p.m. social hour, 7 p.m. presentation):
    - i. Jan. 16 -- Dublin, at Mary Kelly's
      1. Topic: Entrepreneurship – Starting Your Own Business
      2. Speaker: Jim Watkins
    - ii. Feb. 15 -- Gahanna/New Albany, at Champps or GameWorks
      1. Topic: Public Speaking Skills
      2. Speaker: Jessica Flasche
    - iii. Mar. 13 -- Campus area, at Buckeye Hall of Fame or Faculty Club
      1. Topic: OSU Panel
      2. Speakers: Kristina Kennedy to get 2-3 OSU reps
  - b. Members will pay \$5 for meeting attendance.
  - c. We decided on a \$2 discount for wearing SWE logo T shirt to meetings.
  - d. Social hour from 6-7 p.m. Meeting presentations start at 7 p.m.
3. Outreach Activities – KK (absent)
  - a. Nov. 4 – Girls Explore Engineering! Full day event at COSI with middle school girls. LAS to ask KK for article and pictures to be sent to Peggy by Dec. 19. Suzanne, KK, LAS attended.
  - b. Jan. 20 – Future Cities Competition at COSI will need judges. LAS has volunteer forms ready to email, if anyone wants.
  - c. Feb. 24 – Introduce a Girl to Engineering Day – ½ day event at OSU with local 3<sup>rd</sup> – 6<sup>th</sup> graders, parents and teachers. RSVP to KK for this event.
4. Collegiate Activities – MM (absent, email report)
  - a. MM and LAS attended WiE professional dinner at OSU with 20 students last week.
  - b. Suggested quarterly meetings with OSU SWE
  - c. Elizabeth recommended outdoor activity like rock climbing, ropes, etc.
  - d. Rachel suggested Midnight Snow tubing event on February 3<sup>rd</sup>.
5. PD Conference – LAS
  - a. Still waiting for answer from Jennifer at Abbot for sponsorship and use of facilities
    - i. Elizabeth has connection with Jennifer and will contact her.
  - b. Rachel to investigate use of ODOT facilities as a backup location for the event
6. E-Week – AS (absent)
  - a. E-Week is Feb. 18-24, 2007
  - b. SAE to team up with us for this event.
  - c. Anna still choosing school we will visit.
7. OSU Women's Basketball game event – EW
  - a. Elizabeth can get discount tickets (face value is \$4 for women's games, she can get for less than this) from Jim Watkins
  - b. Potential fundraising event for us, charge members more than what we pay.
  - c. Elizabeth to report at next meeting

## Business Updates

1. Corporate Sponsorship – JF
  - a. Jessica playing phone tag with Battelle right now
  - b. Sponsorship monies to go for scholarships
2. COR Report – MR
  - a. Next report due in January
  - b. Meghan is pulling information from meeting minutes and newsletters
3. Treasures Report – ID
  - a. Beginning balance: \$1880.05
  - b. Ending balance: \$2292.00
  - c. Will now be emailing checks
  - d. Switching to Huntington or 5<sup>th</sup>/3<sup>rd</sup> for banking in the future
4. Newsletter – PF (absent, email report)
  - a. Need articles sent to her by December 19<sup>th</sup> for next newsletter.
  - b. Newsletter to be sent out by first week of January.
  - c. Newsletter articles:
    - i. President's Pen (Lee Ann)
    - ii. March 23-25 Regional Conference article
    - iii. Spotlight on Julie Fogarty (LAS to email info.)
    - iv. T-shirt sales (Inaas)
    - v. New Member Welcome (Suzanne)
    - vi. Treasurer's Report (Inaas)
    - vii. January Membership Mtg Announcement (Suzanne)
    - viii. Mother Daughter Brunch report (Suzanne)
    - ix. Outreach events (Kristina) – Girls Explore Engr pics & article
    - x. IIE/SWE joint events – none this month
5. Email Distributions – LAS
  - a. Bi-weekly email distributions, agreed by EC.
  - b. Newsletter attachment
  - c. We need to add the “how to unsubscribe” note to the bottom of our newsletter emails.
  - d. CPS volunteer announcement
6. Website – LAS & RL
  - a. Membership page – link to Nationals here? Add SWE welcome letter, how to become involved
  - b. Meeting minutes – LW to re-send all past meeting minutes to RL to upload to website
  - c. Professional Development – PD Conference information to go here on website
  - d. Diversity – remove this section
  - e. Honda jobs – remove this section
  - f. Photo album – archive photos here, much discussion, no final answer
  - g. Links and resources – LAS to make list for this page.
  - h. Parents Resources – add link to OSU
  - i. E-Week – put blurb on front page
7. Next planning meetings – LAS
  - a. Jan. 27, 2007, 9:00 a.m. @ Peggy's
  - b. March 10, 9:00 a.m. @ Meghan's
  - c. April 14, 9:00 a.m. @ Inaas'
8. Bylaws Update – JF
  - a. All EC members agreed to submit draft to Bylaws Committee
  - b. Once approved draft returns, our section will vote to accept bylaws

9. Calendar

- a. Lynne to update FY07 calendar with corrections from this meeting.

Respectfully submitted,  
Lynne M. Waldron, SWE Section G001 Secretary  
December 8, 2006