

SOCIETY OF WOMEN ENGINEERS
CENTRAL OHIO EXECUTIVE COUNCIL MEETING – FY06 MEETING MINUTES
November 1, 2006

Lee Ann's Home, 6:30 – 8:30 p.m.

Attendees: Lee Ann, Lynne, Suzanne, Elizabeth, Jessica

Event Updates:

1. Mother Daughter Brunch – SM, LAS, JF
 - a. 11:30 a.m. – 1:00 p.m., November 11, 2006
 - b. Columbus Athletic Club
 - c. Cost will be \$25 per person
 - d. 13 RSVP's so far
 - e. Suzanne will make name place cards with meal choice on them
 - f. Suzanne go 3.5"x5" picture frames
 - g. Jessica to provide centerpieces
 - h. Suzanne will bring projector
 - i. Suzanne, Lee Ann and Suzanne each to bring a silent auction item, with proceeds going to our scholarship fund
2. Membership Meetings – SM
 - a. Dates, Locations and topics (times will be 6 p.m. social hour, 7 p.m. presentation):
 - i. Nov. 16 -- **CANCELLED due to Thanksgiving Holidays**
 - ii. Jan. 16 -- Dublin, at Mary Kelly's
 1. Topic: Entrepreneurship
 2. Speaker: Jim Watkins
 - iii. Feb. 15 -- Gahanna/New Albany, at Champps or GameWorks
 1. Topic: Public Speaking Skills
 2. Speaker: Jessica Flasche
 - iv. 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, sent email update)
 - a. Nov. 4 – Girls Explore Engineering! Full day event at COSI with middle school girls. Information available on COSI website.
 - b. Jan. 20 – Future Cities Competition at COSI will need judges
 - c. Feb. 24 – Introduce a Girl to Engineering Day – ½ day event at OSU with local 3rd – 6th graders, parents and teachers
4. Collegiate Activities – MM (absent, email report)
 - a. Suggested quarterly meetings with OSU SWE
 - b. Elizabeth recommended outdoor activity like rock climbing, ropes, etc.
 - c. April Upgrade Meeting?
5. E-Week – AS (absent, email report)
 - a. E-Week is Feb. 18-24, 2007
 - b. “New Faces of Engineering” recognition during E-Week
 - i. Our section had 3 nominees: Lee Ann, Jessica and Anna
 - ii. Submitted Lee Ann's application to headquarters
6. Joint Events with IIE – LW

- a. NOVEMBER (November 9, 6-8 p.m., location TBD): Material Handling Problem Resolution. What a fantastic opportunity! Susan Shields, Warehouse Equipment Inc. (WEi), is working to setup a dinner and presentation.
 - i. Solutions on how to become more efficient and productive and budget costs for those solutions will be presented at the meeting in an open forum. See more details in the attached zip file.
 - ii. SO FAR Michelle has signed up for this one.

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 (absent, email report)
 - a. Next report due in January
3. Treasures Report – ID (absent, report by email)
 - a. Beginning balance: \$2015.05
 - b. Ending balance: \$1880.05
 - c. Decrease due to monthly General Meeting and \$100 one time gift to Rachel Lewis
4. Newsletter – PF (absent, email report)
 - a. Need articles sent to her by December 19th for next newsletter.
 - b. Newsletter articles:
 - i. President's Pen (Lee Ann)
 - ii. Spotlight on ????
 - iii. T-shirt sales (Inaas)
 - iv. New Member Welcome (Suzanne)
 - v. Treasurer's Report (Inaas)
 - vi. January Membership Mtg Announcement (Suzanne)
 - vii. Outreach events (Kristina)
 - viii. IIE/SWE joint events
5. November Email Distributions – LAS
 - a. Newsletter attachment
 - b. We need to add the "how to unsubscribe" note to the bottom of our newsletter emails.
 - c. CPS volunteer announcement
 - d. Mother Daughter Brunch reminder
6. Website – LAS
 - a. Working with IT person at Excera
 - b. Updates to be done this weekend
7. Next planning meeting – LAS
 - a. Dec. 2, 2006, 9:00 a.m.
 - b. Suzanne's home
8. Bylaws Update – JF
 - a. Jessica emailed Bylaws drafts to all EC members for review.
 - b. Those present at meeting agreed to submit draft to Bylaws Committee
 - c. 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
 November 3, 2006