IEEE logo5.jpg

**IEEE Orlando Section - ieee.org/orlando**

**Executive Committee Meeting**

**January 16, 2018**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 2018 EXCOM Meetings | | | | | | | | | | | | |
| Date | JAN 16 | FEB 20 | MAR 20 | APR 7 | MAY 15 | JUN 19 | JUL N/A | AUG 21 | SEP 18 | OCT 20 | NOV 20 | DEC 18 |
| Place | Panera | Philips | Philips | Wekiva | Philips | Philips |  | Philips | Philips | Philips | Philips | TBD |

# Chair Call Meeting to Order: 1900 Hours

**Location:** Panera Bread, 2415 N. Orange Ave, Orlando, FL, 32804.

**ExCom Attendees:** Deb Hall, Chris Nergard, Genevieve Sapijaszko, Warren Macchi, Joe Juisai, Mike Orlovsky

**Proxy Notifications**: Jorge Medina, Scott Clary, Deb Hall presented proxies to Vice-Chair.

**Quorum:** Quorum tallied and achieved.

# Officer Reports

Chair - Welcome Deb Hall

* Acknowledged proxy notifications.
* Attendee introductions.

Vice Chair Chris Nergard

* The next meeting will be held at the historic Dr. Philips House (135 N Lucerne Cir, 32801) in Downtown Orlando on February 20th.
* January training meeting will be held on Saturday, January 20, 2018. Building 10-3rd Floor CDC on Valencia's West Campus. The following have been invited: Genevieve Sapijaszko, Chris Nergard, Joe N., Jorge Medina, ktagye@valenciacollege.edu, Michael Orlovsky, Veeramuthu Rajaravivarma

Secretary Warren Macchi

* Previous meeting minutes were reviewed and discussed. Deb Hall set the motion to accept and Joe Juisai second the motion with unanimous consent.
* NOTE: Please provide monthly meeting reports via email no later than 1 week after the meeting. Otherwise the report will not get in the meeting notes for that month.

Treasurer Genevieve Sapijaszko

* 2018 budget presented at December meeting.

Chapter Chair Joseph Lias

No reports submitted.

# Financial Report

Reported by Chris Nergard:

|  |  |
| --- | --- |
| **IEEE CBRS - December 2017** | |
| Checking - Opening Balance | $17,371.57 |
| Interest Income | $9.76 |
| Deposits | $0.00 |
| Checks Paid Out | $1,194.76 |
| Credit Card Transactions | $268.04 |
| IEEE Transfer | $0.00 |
| Closing Balance | $15,918.53 |
| Savings - Closing Balance | $135,921.43 |

# Chapter Reports

AESS (Aerospace and Electronics Systems) Chris Geiger

No reports submitted.

AP/MTT (Antennas & Propagation/Microwave Theory & Techniques) Mahmoud Shirazi

No reports submitted.

CS (Computer) Warren Macchi

No reports submitted.

CSP (Communications/Signal Processing) Genevieve Sapijaszko

No reports submitted.

CSRASMC (Control Systems/Robotics & Automation/Systems, Man and Cybernetics) Donghui Wu

No reports submitted.

ED (Electron Devices) Hang Li (new)

No reports submitted.

EP (Electronics Packaging) Scott Clary

No reports submitted.

PES/IAS/PELS (Power Energy/Industry Applications/Power Electronics) Simon Echeverry

No reports submitted.

PH (Photonics) Yuge Esther Huang

No reports submitted.

TEMS (Technology and Engineering Management) Mike Orlovsky

No reports submitted.

# Student Branch Reports

Valencia Students Marcelo Abrantes

No reports submitted.

DeVry Students Neal Williams

No reports submitted.

UCF Students Danny Betancourt

No reports submitted.

UCF Photonics Yuge Esther Huang

No reports submitted.

UCF Student WIE UCF (Women in Engineering) Sydney Munro

No reports submitted.

# Affinity Group Reports

CN (Consultants Network) -

No reports submitted.

Life Member David Flinchbaugh

No reports submitted.

WIE (Women in Engineering) Parveen Wahid

No reports submitted.

Young Professional Affinity Group -

No reports submitted.

# Committee Reports

Awards & Recognition Michael Orlovsky

No reports submitted.

Conferences Varadraj Gurupur

No reports submitted.

Constitution and Bylaws\* Jorge Medina

No reports submitted.

Educational Activities Kalpathy Sundaram

No reports submitted.

Florida Engineering Society Liaison David Flinchbaugh

No reports submitted.

Historian Kalpathy Sundaram

No reports submitted.

Membership Development Pierce Mooney

* We elevated several members to senior IEEE level.
* We met the membership retention goals.

Newsletter Editor Jorge Medina

No reports submitted.

Professional Activities Michael Hassan

* Joe mentioned the need for Seminole County Science Fair judges, send email to him if interested.

Programs Chris Nergard

No reports submitted.

Public Relations -

No reports submitted.

Publications Jorge Medina

No reports submitted.

Student Activities -

No reports submitted.

Strategic Planning Donghui Wu

No reports submitted.

\* Ad-hoc Committee

# Old Business

On-going actions or decisions:

* Quorum Change: Joe Juisai circulated and motioned to change the quorum requirements for the EXCOM. Joe provided context to the requested changed and then requested a vote on the matter. Vote passed 10-0-0. Quorum requirements attached to the meeting minutes.

# New Business

Actions or decisions needed by ExCom not previously discussed:

* Edward Addy proposed a field trip sponsored by the company he works for, full details TBD.
* Joe asked for the location of the 50th Anniversary Banner, no response given. Vice-Chair needs to locate it.
* Deb proposed to purchase a retractable rollup banner stand with an IEEE Section poster to use during meetings and other Section activities. Pierce took the action to research options.
* Joe mentioned that there is an official IEEE table cloth, and that we can order additional IEEE swag as needed.

# Chair Call Meeting Adjourned: 1945 Hours

# Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Email* | *Affiliation* | *Notes* |
| Deb Hall\* | [dhall@valenciacollege.edu](mailto:dhall@valenciacollege.edu) | IEEE Member | Chair |
| Chris Nergard\* | [cnergard@ieee.org](mailto:cnergard@ieee.org) | IEEE Member | Vice-Chair |
| Genevieve Sapijaszko\* | [gsapijaszko@devry.edu](mailto:gsapijaszko@devry.edu) | IEEE member | Treasurer |
| Warren Macchi\* | [wmacchi@abamis.com](mailto:wmacchi@abamis.com) | IEEE Member | Secretary, CS |
| Jorge Medina\* | [jmedina29@cfl.rr.com](mailto:jmedina29@cfl.rr.com) | IEEE Member | Byl, Pub, Com, Proxy |
| Scott Clary\* | [scott.a.clary@lmco.com](mailto:scott.a.clary@lmco.com) | IEEE Member | EP, Proxy |
| Joe Juisai\* | [joe.Juisai@ieee.org](mailto:joe.Juisai@ieee.org) | IEEE Member |  |
| Mike Orlovsky\* | [mcorlovsky@ieee.org](mailto:mcorlovsky@ieee.org) | IEEE Member | TEMS |
| Edward Addy | [edward.addy@lmco.com](mailto:edward.addy@lmco.com) | IEEE Member |  |
| Pierce Mooney | [pierce.a.mooney@ieee.org](mailto:pierce.a.mooney@ieee.org) | IEEE Member | MD |
| Quintin Camston | [qcamston@mail.valenciacollege.edu](mailto:qcamston@mail.valenciacollege.edu) | IEEE Member |  |
| Robert Nelson | [rn1014@hotmail.com](mailto:rn1014@hotmail.com) | IEEE Member |  |
| Gamini Buwmuch | [gaminib@ieee.org](mailto:gaminib@ieee.org) | IEEE Member |  |
| Varadraj Gurupur | [varadrajprabhu@gmail.com](mailto:varadrajprabhu@gmail.com) | IEEE Member | Conf |
| Matt Lucente | [m.lucente.us@ieee.org](mailto:m.lucente.us@ieee.org) | IEEE Member |  |
| Michael Hassan | [h.hassan@ieee.org](mailto:h.hassan@ieee.org) | IEEE Member | ProfActiv |
| Jerry Meyerhoff | [jerry.meyerhoff@ieee.org](mailto:jerry.meyerhoff@ieee.org) | IEEE Member |  |
| Christopher Geiger\* | [christopher.a.geiger@lmco.com](mailto:christopher.a.geiger@lmco.com) | IEEE Member | AESS |
| Victor Alas | [vmalasjr@earthlink.net](mailto:vmalasjr@earthlink.net) | IEEE Member |  |
| Yuge Huang\* | [y.huang@knights.ucf.edu](mailto:y.huang@knights.ucf.edu) | IEEE Member | PH, UCF-PH |
| Clint Ronkin | [cronkin@mail.valenciacollege.edu](mailto:cronkin@mail.valenciacollege.edu) | IEEE Member |  |

\* Voting Member