

Meeting Log

Meeting Subject:	<u>OSAE Monthly Board Meeting</u>	Date of Meeting:	<u>June 23, 2009</u>
Facilitator:	<u>Katie-Jo Knudson</u>	Location:	<u>Corp 1</u>
Minute Taker:	<u>Srija Pidaparth</u>	Start Time:	<u>4:30 PM</u>

- Purpose/Agenda:**
1. Review of May Meeting Minutes (5 min) – Rebecca Bauman/Srija Pidaparth
 2. Treasury Update (5 min) – Katie Knudson/Blake Kashiwagi
 3. Lunch Meeting Updates (10 min) – Blake Kashiwagi/Mike Dragulin
 4. Tech Meeting Updates (10 min) – Rebecca Bauman
 5. Left-over Student Grant Money (10 min) – Srija Pidaparth/Suman Narayanan/All
 6. Election Results for 2009-2010 OSAE Board (10 min) – Katie Knudson
 7. Open Issues – Round Table (10 min) – All

Attendees:

Additional Distribution:

- Discussion Points and Issues:**
- Review of May Meeting Minutes**
- May meeting minutes were lost, so Katie re-created them from memory
 - Slight discussion on open board positions
 - Ideas generated from SOLS (attended by Katie K. and Blake K.) – Get student representatives to help with student activities
 - May meeting minutes approved
- Treasury Update**
- We took all our reserve money from the Vangaurd, but will be reimbursed by SAE nat'l
 - Lost ~\$30 on the Ergonomics lunch meeting but made it up with other meetings: Overall we're ~even!
 - (See Treasury Report for more detail)
 - Treasury Report is approved
- Lunch Meeting Updates**
- Mike D. sent an e-mail to all past chairs
 - Looking for topics: Anthony Nigro – August '09, Jim Tierney – February '10
 - Rest of the months are filled
 - Need to hear from George Freund by the end of the week (Mike D. will contact him)
- Tech Meeting Updates**
- July – Karting: Not a lot of people signed up, but Rebecca is hoping for a lot of last minute sign-ups
 - August – Joint society meetings (ASME, IEEE, SWE, SAE): Rebecca is working with Andre to do a social event
 - September – Transportation Topics: Rebecca and George G will research some transportation topics
 - Lot of discussion on possible topics for tech meetings (See Tech Meeting spreadsheet for more detail)
 - Srija will send a survey with possible tech meeting topics to gather data on what people would like to see
- Left-over Student Grant Money**
- Jason W. proposed to keep the money for 09-10 grant: Proposal was approved
- Election Results for 2009-2010 OSAE Board**
- Fill-ins for open positions: Will Rossi will decide on which position he would like to volunteer for

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Discussion Points and Issues:

Open Issues – Round Table

- Templates, stationery, plates for lunch meetings etc.
- Send Katie an e-mail to let her know who has what in their possession
- Find a common storage place
- Suman created a MySpace page group to connect to students
- Students wanted OSAE stickers for vehicles to advertise our sponsorship
- Student sponsor Logo competition – Suman to write up a proposal and present it at next meeting

Outstanding Follow-Up Tasks	Assigned To	Date Assigned	Target Completion Date	Completed
Karting Event	Rebecca	June 23, 2009		
ASME/IEEE/SWE/SAE Combined Social	Rebecca/Andre	June 23, 2009	August	
Transportation Topics for Tech Meetings	George/Rebecca	June 23, 2009	September	
Meet with SAC to plan to recruit students for next year	Vijay	June 23, 2009		
Getting reimbursement from SAE National for reserve money from Vanguard	Jason Wilkening	June 23, 2009		
Need to get July Lunch Mtg. information from George F.	Mike Dragulin	June 23, 2009	June 26, 2009	
Templates, stationery, utensils for mtgs, common storage place	Srija Pidaparthy	June 23, 2009		
Proposal for Student "Sponsor LOGO" competition	Suman Narayanan	June 23, 2009		

Decisions:

Leftover student grant money from 08-09 will be used for 09-10 student grant funding