



Meeting Log

Meeting Subject: OSAE Monthly Board Meeting Date of Meeting: Oct 27, 2009
Facilitator: Blake Kashiwagi (for Katie Knudson) Location: Corp 1
Minute Taker: Srija Pidaparth Start Time: 4:30 PM

Purpose/Agenda:

1. Review August Meeting Minutes (5 min) – Blake Kashiwagi
2. Review Action Items (10 min) – All
3. Treasury Update (5 min) – Blake Kashiwagi
4. Lunch Meeting Updates (15 min) – Mike Dragulin
5. Tech Meeting Updates (15 min) – Rebecca Bauman
6. Open Issues – Round Table (10 min) – All

Attendees:

George Gvakharia, Blake Kashiwagi, Rebecca Bauman, Ross Lisle, Mike Dragulin, Will Rossi, Srija Pidaparth

Additional Distribution:

Discussion Points and Issues:

Review July Meeting Minutes

- Meeting Minutes approved

Review Action Items

- Transportation Topics for Tech Meetings – Completed
- Meet w/ SAC to recruit students for next year – In progress
- Getting reimbursement from SAE Int'l – In progress
- Creating a list of who has what – In progress
- Find a new bank – Completed (Federal Consolidated)
- Portland Auto Show as a Tech Meeting – In progress
- Photographers for Tech/Lunch Meetings – Completed (Rebecca for Tech and Mike D. for Lunch)
- Update ConRod list – Completed
- Fixing Daimler e-mail blocking issues – In progress

Treasury Update

- Blake found Consolidated Credit Union to be a good place for the OSAE money
- Treasury update approved

Lunch Meeting Updates

- November – Mike D is working with Jason W
- December – No lunch meeting
- October's meeting was decent – (17 people attended – food was over ordered due to expecting more people)

Tech Meeting Updates

- November – No meeting
- December – Winter social room is booked and David Heinemann is helping Rebecca
- January – Srija with Columbia River Crossing
- February – ?
- March – MYT presenter

Open Issues – Round Table

- None

Meeting Log

Outstanding Follow-Up Tasks	Assigned To	Date Assigned	Target Completion Date	Completed
ASME/IEEE/SWE/SAE Combined Social	Rebecca B/Andre S	6.23.09	8.27.09	Completed
Transportation Topics for Tech Meetings	George G/Rebecca B	6.23.09	September	Completed
Getting reimbursement from SAE National for reserve money from Vanguard	Jason W	6.23.09	TBD	In Progress
Create a plan with SAC committee to recruit more students/increase student involvement	Student Activities Committee (Suman N)	7.21.09	October	In Progress
Creating a list of "who has what"	Srija P	7.21.09	9.29.09	In Progress
Finding cost of Student Logo Competition and creating guidelines	Suman N	7.21.09	8.25.09	Completed
Send out Vanguard/Treasury Update	Blake K	7.21.09	8.25.09	Completed
Find a new bank (or create a new account)	Blake K	7.21.09	October	Completed
Portland Auto Show as a Tech Meeting option	Mike D	7.21.09	October	In Progress
Trimet/Columbia River Crossing as a tech meeting option	Srija P	7.21.09	October	In Progress
Find photographers for our board meetings	George G	7.21.09	9.29.09	Completed
Compare the ConRod mailing list with our current member roster from SAE International	Srija P/Katie K	7.21.09	9.29.09	Completed
Fixing Daimler e-mail blocking issues – find a technical solution first we decide to use personal e-mails	Jason W	7.21.09	9.29.09	In Progress
Create Certificate/Stationery Templates for OSAE	Srija P	8.25.09	9.29.09	In Progress
Setting up Student Night w/ Elizabeth Lions	Suman N	8.25.09	Before 9.29.09	In Progress
Putting together SAE Mart Proposal	Srija P	8.25.09	9.29.09	In Progress

Decisions:
Blake found Consolidated Credit Union to be a good place for OSAE
No lunch meeting for December
Winter Social Room is booked
No tech meeting for November