

Arkansas Academy of Mechanical Engineering (AAME) Summer Board Meeting Minutes July 16th, 2021

CALL TO ORDER AND OPENING STATE OF THE ORGANIZATION REMARKS

The Summer Board Meeting of the Arkansas Academy of Mechanical Engineering was called to order at 12:05 p.m. CDT on Friday, July 16th, 2021, by President Cristine Wolf. President Wolf opened by announcing that AAME member Bob Norwood has passed on, and said we should remember him the way he asked; by gathering with friends and toast the man who lived the best life he could've imagined, donate to a cause of your choosing, and if you love someone, tell them every day. As discussed at the previous meeting, a scholarship will be awarded in his name this year. Bob Harrison is having knee surgery, and will hopefully be back soon.

Financially, the organization is in good shape primarily due to the excellent earnings of our investments. As for Academy leadership, we need to try and get some more members participating in the board and in officer positions.

IN ATTENDANCE

Zane Boatwright	Jack Murders	Katrenia Taweel
Rick Couvillion	Will Myers	Scott Turley
Jeff Hayes	Darin Nutter	Tom Weiss
Mac Hogan	Pete Opper	Cristine Wolf
James Kimzey	Darren Talley	

APPROVAL OF PREVIOUS MEETING MINUTES

Secretary Pete Opper submitted minutes from the April 24th, 2021 Annual Business Meeting for approval, which were emailed to membership by Melynda. Zane Boatwright motioned to approve, Will Myers seconded, and the Board approved the minutes.

TREASURER'S REPORT

Treasurer Jeff Hayes presented the Treasurer's Reports for the 4th quarter of the 2021 Fiscal Year (the quarter ending on June 30th). Starting with the General Accounts report, the beginning balance on July 1, 2020, was \$246,985.58, contributions and matching fund income were \$27,987.00, scholarship expenses were \$14,536.07, 2021 banquet down payment expenses were \$1,875 and some miscellaneous expenses were \$138.84. Then for our investments, we had a sizeable gain of \$57,747.57, which is very good news. So at end of the accounting year on June 30th, 2021, the General Account balance was \$316,170.24. This is a 28% gain over the previous year. Below the horizontal line on the report, there is a statement showing the two financial account locations where the General Account deposits exist. The investment account will rise and fall with the stock market. The spending account, however, earns less interest so we may consider moving some of the spending account funds into the investment account in the future.

The General Accounts Report is shown below.

FY2021 (2020-2021) 4th Quarter General Accounts Treasurer’s Report

ARKANSAS ACADEMY OF MECHANICAL ENGINEERING
University of Arkansas, ME Bldg., Fayetteville, AR 72701, 479-575-4153

General Accounts Report

June 30, 2021

		Change from <u>Last Report</u>
Beginning Balance as of July 1, 2020:		\$ 246,985.58
Income:		
Member Contributions	\$ 26,375.00	\$ 4,000.00
Matching Gift Contributions	\$ 1,612.00	\$ 624.00
Misc. Income	\$ -	\$ -
Total	\$ 27,987.00 ----->	\$ 4,624.00
Expenses / Transfers out:		
Student Competitions	-	\$ -
Special Projects	-	\$ -
Banquet Expenses	(1,875.00)	\$ (1,875.00)
Misc. Expenses	(138.84)	\$ (138.84)
Transfers to:		
Scholarship Investment Account	(1,000.00)	\$ -
Scholarship Spending Account	(13,536.07)	\$ -
Total	\$ (16,549.91) ----->	\$ (2,013.84)
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 331.62	\$ 160.08
Spending Act. (N/E)	\$ 56.03	\$ 2.53
Overhead:		
Foundation	\$ (152.20)	\$ (41.37)
Development	\$ (761.01)	\$ (206.85)
Investment Gain/Loss	\$ 58,273.13	\$ 23,928.02
Total	\$ 57,747.57 ----->	\$ 23,842.41
Ending Balance as of June 30, 2021	\$ 316,170.24	\$ 26,452.57
Location of General Account Funds:		
Spending Account:	\$ 86,740.15	
Investment Account:	\$ 229,430.09	
Total	\$ 316,170.24	

Submitted July 16th, 2021 by: Jeff Hayes, AAME Treasurer
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

Presenting the Scholarship Report, Treasurer Hayes said that this account has a similar great story. The beginning balance on June 30th, 2021, was \$141,751.96. Member contributions and matching gifts were \$22,500, transfers in from the general account were \$13,536.07, and \$15,500.00 was spent on scholarships. Investments generated \$55,050.63 in gains resulting in a 4th quarter ending balance of \$217,338.66, a 53% increase.

The Scholarship Accounts Report is shown below.

FY2021 (2020-2021) 4th Quarter Scholarship Accounts Treasurer's Report

ARKANSAS ACADEMY OF MECHANICAL ENGINEERING
University of Arkansas, ME Bldg., Fayetteville, AR 72701, 479-575-4153

Scholarship Accounts Report

June 30th, 2021

		Change from Last Report
Beginning Balance as of July 1, 2020:	\$ 141,751.96	
Income / Transfers In:		
Member Contributions	\$ 22,000.00	\$ 5,700.00
Matching Gift Contributions	500.00	\$ 500.00
Transfers in to:		
Scholarship Investment	-	\$ -
Scholarship Spending	13,536.07	\$ -
Total	\$ 36,036.07	\$ 6,200.00
Expenses:		
Student Scholarships:		
Fall Semester	(7,750.00)	\$ (7,750.00)
Spring Semester	(7,750.00)	\$ (7,750.00)
Misc. Expenses	-	\$ -
Total	\$ (15,500.00)	\$ (15,500.00)
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 316.07	\$ 150.91
Spending Act. (N/E)	\$ 0.05	\$ 0.36
Overhead:		
Development	\$ (729.34)	\$ (195.00)
Foundation	\$ (145.86)	\$ (39.00)
Investment Gain/Loss	\$ 55,609.71	\$ 22,569.19
Total	\$ 55,050.63	\$ 22,486.46
Ending Balance as of June 30th, 2021	\$ 217,338.66	\$ 13,186.46
Location of Scholarship Account Funds:		
Spending Account	\$ 1,718.16	
Investment Account	\$ 215,620.50	
Total	\$ 217,338.66	

Submitted July 17, 2021 by: Jeff Hayes, AAME Treasurer
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

President Wolf commented that she was glad to see \$22,000 in member contributions. She would also like to discuss moving additional funds from the General Account to the Scholarship Account, but will table for now.

Treasurer Hayes said that he and Finance Chairman Rob Porbeck had coordinated closely to keep the Finance Report and Treasurer's Reports synchronized. Summarizing the report format, the far right (blue) column shows the FY2022 budget. The adjacent (red) column shows the previous budget for FY2021. The third column from the right shows the FY2021 Financial results. The report shows that, compared to the budget, we were a little short on member contributions to the general account, but contributions to scholarships exceeded the budget by a greater amount. Treasure Hayes pointed out that we have budgeted for two banquets for FY2022, one in October 2021 and another Spring 2022, so banquet expenses should be about \$36,000 in FY2022. In addition, resuming special projects and student competitions like Solar Splash will add expenses of about \$5,000. Financially we seem to be doing really well, possibly with a larger balance than ever before and definitely the

highest balance since 2011. The number of members has gone from about 160 to about 180 over the last ten years, but the percentage of members that are giving is dropping. We are, however, getting good contributions from the members that do contribute. Some of the newer members may not pay close attention to traditional paper mail, and there may be opportunities to try to get better participation in giving.

President Wolf said that there will be a revision to the finance report that corrects some discrepancies (*the revision is excerpted in the Finance Report section of these minutes*). Chairman Porbeck made a good suggestion to publicize the scholarship recipients to membership, and we'll make sure to do that this year. Treasure Hayes said we may want to include a hard copy email with a letter from a student thanking for a previous scholarship, which might help encourage more giving.

Jack Murders moved to accept the Treasurer's Report as presented, Zane Boatright seconded, and the Board approved.

COMMITTEE REPORTS

✓ **Awards Committee**

Chairman Mike Anderson was not available so there was no Awards Report. President Wolf said that there had been a nomination for the Distinguished Alumni award, but she wasn't sure of the status for it.

✓ **Conduct, By-Laws & Constitution Committee Report**

Chairman Zane Boatright reported that Greg Sisti had requested that the by-laws be changed to allow nominated members that can't attend their first scheduled induction to be automatically re-nominated the following year without having to go through the entire nomination process again. The proposal is listed below:

Whereas elected members are required to be present for induction to become an Active Member at the first induction Ceremony held after their election; and Whereas not attending the induction causes a full withdrawal from membership; and whereas only 4 months of notice or less is typically provided to elected members and many employers have schedules made greater than 6 months in advance; and whereas resubmission of the candidate's same paperwork for voting a second time is an efficiency and stings the hearts of all the efficiently minded engineers; be it therefore resolved that elected candidates may have a one year grace period to attend the induction ceremony.

Current wording:

An Elected Member shall be present for induction as an Active Member at the first Induction Ceremony held after their election. An Elected Member who cannot be present at this Induction Ceremony shall have their invitation to membership withdrawn, and shall then have the same status for election as any other possible candidate.

Proposed wording:

An Elected Member shall be present for induction as an Active Member at the first Induction Ceremony held after their election. If an Elected Member cannot be present at this Induction Ceremony, they shall notify the Nomination Chairperson in writing to request a one-year

extension of their election. If the elected members cannot be present at either of the first two inductions they shall have their invitation to membership withdrawn, and shall then have the same status for election as any other possible candidate.

Several officers commented that they thought this was a good idea and the current process is cumbersome. Re-nomination has been required twice over the last two years. Some discussion followed regarding the timing on when this proposal could be voted on. To make the change, the Board will first need to vote on it so that it can be taken to the general membership for a final vote. It was decided to have the Board vote at the fall meeting, and if approved, have membership vote at the 2022 business meeting in April.

✓ **Finance Committee Report**

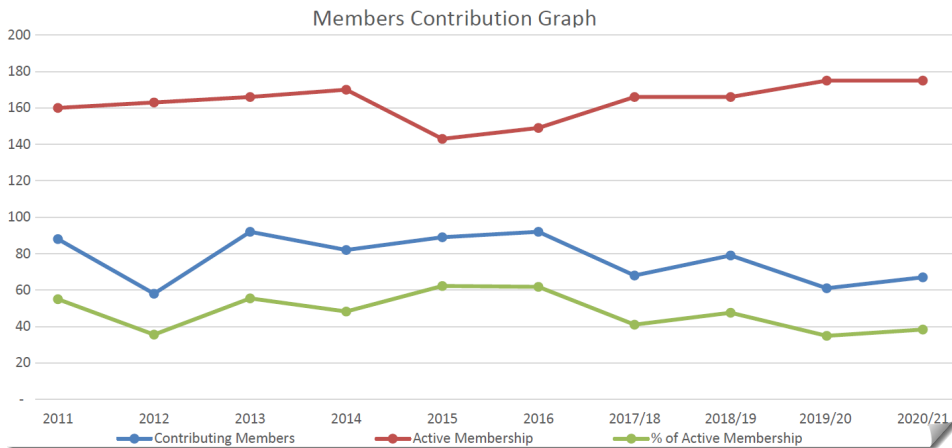
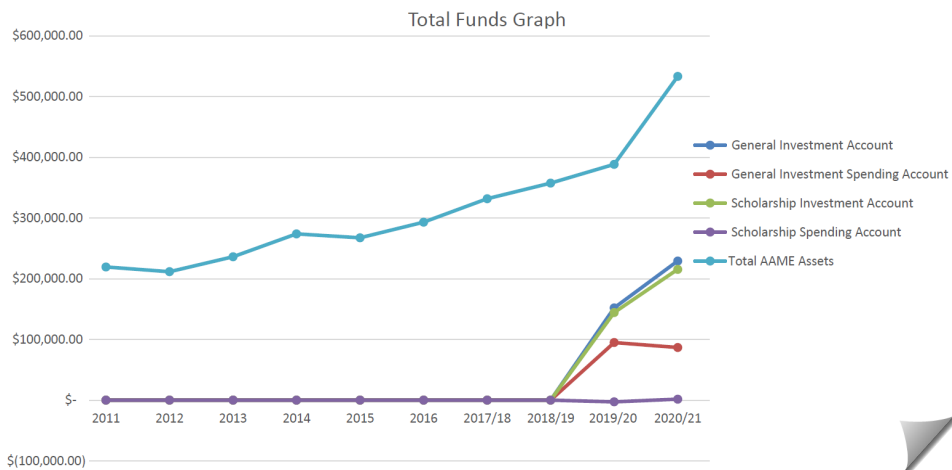
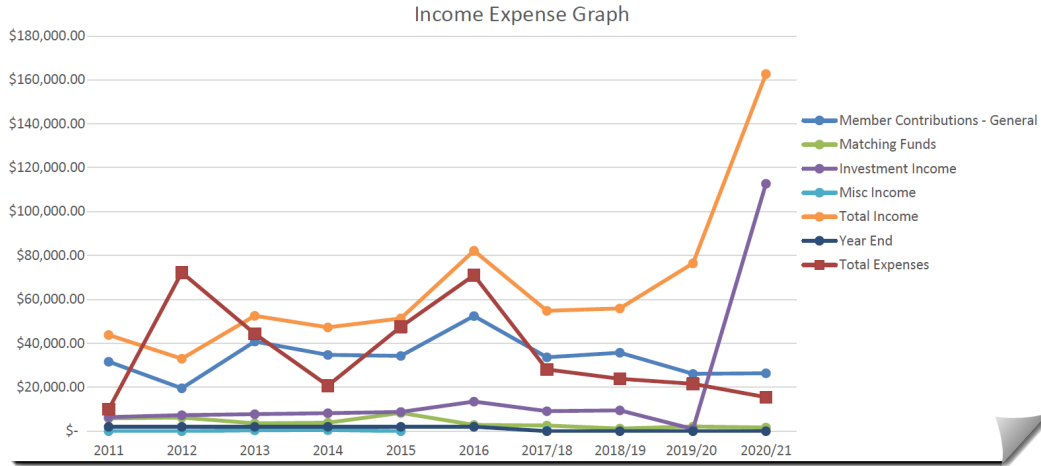
Chairman Robert Porbeck was not available for the meeting and the Finance report was briefed by Treasurer Hayes and it was approved (*reference the Treasurer’s Report section of these minutes*). The FY2021 Finance Report and the approved FY2022 (2021/2022) Budget is shown below.

FY2021 Finance Report/Budget and FY2022 Approved Budget

Historical Financial Reports					
6/30/2021		Year End	2020/21	2020/21 Budget	2021/2022 Budget
		06/30/21	06/30/21	06/30/21	4/24/2021
Active Membership			175		
Contributing Members			67		
% of Active Membership			38		
Proposed Member Contribution			\$300	300	300
Members with Matching Programs					
INCOME					
Member Contributions - General			\$ 26,375.00	\$ 35,000.00	\$ 24,000.00
Member Contributions - Scholarships			\$ 22,000.00	\$ 10,000.00	\$ 15,000.00
Matching Funds			\$ 1,612.00	\$ 1,500.00	\$ 1,000.00
Investment income, expenses, gain/loss	General		\$ 57,747.57	\$ 5,000.00	\$ 8,000.00
	Scholarship		\$ 55,050.63	\$ 4,000.00	\$ 8,000.00
	Total		\$ 112,798.20		
Investment Income					
Misc Income					
Total Income			\$ 162,785.20	\$ 55,500.00	\$ 56,000.00
Expenditures					
Scholarships	Fall		\$ 7,750.00		\$ 8,000.00
	Spring		\$ 7,750.00	\$ 7,000.00	\$ 8,000.00
Operating	Annual Meeting			\$ 18,000.00	\$ 36,000.00
	Miscellaneous, Ops			\$ 1,500.00	
Special Projects				\$ 5,000.00	\$ 5,000.00
Solar Splash Competition					
Student Competitions					
Newsletter Printing					
	Total Expenditures		\$ 15,500.00	\$ 31,500.00	\$ 57,000.00
Income exceeds expenditures by:			\$ 147,285.20	\$ 24,000.00	\$ (1,000.00)
Transfer to Scholarship Investment Account	Fall / Spring		\$ 14,836.07		
Open Account					
General Investment Account			\$ 229,430.09		
General Investment Spending Account			\$ 86,740.15		
Scholarship Investment Account			\$ 215,620.50		
Scholarship Spending Account			\$ 1,718.16		
Endowment Fund (Restricted)					
Total AAME Assets			\$ 533,508.90		

Updated Finance Charts that include data through the FY2021 4th Quarter are shown below.

FY2021 Finance Report Charts



Reminder, contributions can be made by check and mailed to Melynda or by electronic payment. Mailing instructions and online payment links are on the AAME website at <https://aame.uark.edu/resources/>, click the "Giving" link.

✓ **Fundraising Committee**

Chairman Bob Harrison was not available so there was no report.

✓ **Membership Committee Report**

Chairwoman Katrenia Taweel reported that for our 2022 new member induction, one nomination has been resubmitted from last year and there are five new nominations. Chairman Taweel will soon send another reminder to membership seeking more nominations.

✓ **Student Liaison Committee**

Chairman Darren Tally reported that we have two items coming up for fall, mentoring and resume reviews. He will be discussing the breadth of the mentoring program and the types of resume reviews that will be offered (remote vs. in-person) with Dr. Nutter. President Wolf suggested doing a poll with students to see if the remote review process worked well for them. Will Myers commented that he thinks the resume review and mock interviews are going well. Some students wanted to just do the resume review and not the mock interview, but we should try to encourage students to do the mock interviews to improve their interviewing skills. This might also present an opportunity for us to encourage them to take the Fundamentals Exam.

MECHANICAL ENGINEERING DEPARTMENT UPDATE

Dr. Nutter reported that M.E. summer classes have gone well, with 8 of 10 classes being in-person, and just a handful of students working remotely. We learned a lot over the last year; especially that it's hard to learn the engineering discipline via remote instruction. Fall enrollment is up overall, we may hit a record for the University, we'll find out for sure on the 11th day of class. The College of Engineering probably won't have record new enrollment, but a slight increase over last year is expected. We are still expecting to be back in classrooms without a mask or distancing requirement. Buildings are getting back in order, with furniture going back and Plexiglas coming down. Grade distributions were so unusual last year, with bi-modal distributions being the norm and an above average percentage of students not performing well. It was difficult for students to have impromptu or planned study groups. Online multiple choice tests provided less partial credit, so if a student bombed a test, they might score 20% instead of what could've been 50 or 60%. Dr. Nutter is excited that we should be in a much better learning environment this fall. There has been a fair amount of staff turnover. Dr. Couvillion is retiring and his retirement event is next Thursday, July 22nd. He's been with the M.E. department for almost 40 years and has positively impacted the lives of so many students. We've lost a faculty member to University of Texas Austin and another to Georgia Tech; he expects that they will be ambassadors for Arkansas. We'll be gaining two new members, a new assistant professor who just finished a post-doctorate at M.I.T. and Dr. Keith Walters who is coming from the University of Oklahoma. Keith is a well-balanced researcher/teaching professor. There will be a big push this year to encourage students to take the Fundamentals Exam. Dr. Nutter closed by saying that the scholarships from AAME are awesome and he loves to hear that our scholarship program is growing.

Some discussion followed about the possibility of AAME paying a portion of F.E. exams for students in need, the exam fee is currently \$175. Student performance on the F.E. is considered by ABET for re-accreditation, so it's

not just important for students to have this certification, it can also help the M.E. department. President Wolf asked Dr. Nutter if he could think about how to determine what students might be in need of help and we can look at establishing a fund for this. Dr. Nutter said that 20 years ago, about 80% of M.E. students were taking it, and now only 20% are.

OLD BUSINESS

1. President Wolf said that, as Treasurer Hayes noted, we are glad to see contributions up. As Finance Chairman Rob Porbeck was doing financial report, he noted that we have a lot of money in the General Account not really doing anything. Originally we moved \$100,000 from the General Account to the Scholarship Account to seed the account and to match donations to the named scholarship program. We've used \$57,000 of that original \$100,000 to match contributions thus far. Contributors have been excited about this matching program. President Wolf proposed that we move another \$100,000 from the Scholarship Account to ensure continued availability of matching funds. The Board must vote on this to approve it. We can do this at next meeting.
2. President Wolf reminded the Board that we need to identify a new incoming president. She said she would speak to Darren Talley offline about any members that have been very involved with student programs that make good candidates. The I.E.s have a rotating officer program where the various officers rotate through positions and eventually become president, we could consider doing something like this.
3. The upcoming Induction Banquet is planned for October 29th at The Record in downtown Bentonville. Melynda has reserved a block of rooms at the Doubletree in Bentonville. If you want to make reservations, please make them now. There are, of course, new concerns regarding COVID-19 Delta Variant transmissions, so this could impact fall banquets.

NEW BUSINESS

1. Nothing was discussed, as the proposed by-laws change for inductee re-nominations was covered during the By-laws report.

CONCLUSION

President Wolf thanked everyone for attending and for their support of AAME. The next AAME meeting is planned September or October

Minutes prepared and respectfully submitted by Pete Oppen, 2021-2022 AAME Secretary, with special thanks to Melynda Hart for assistance.