



Arkansas Academy of Mechanical Engineering (AAME)

Annual Meeting Minutes

July 17th, 2020

CALL TO ORDER AND OPENING STATE OF THE ORGANIZATION REMARKS

The Annual Meeting of the Arkansas Academy of Mechanical Engineering was called to order at 1:01 p.m. CDT on Friday, July 17th 2020, by President Cristine Wolf. President Wolf opened the meeting by saying that AAME is accommodating the new normal as well as possible. We've got good news to report for the named scholarship program. We need to focus on membership recruitment for this year and be thinking of potential officers for next year, especially President-elect.

IN ATTENDANCE

Mike Anderson	Jeff Hayes	Brian Porbeck
Zane Boatwright	Ted Ivy	Rob Porbeck
Rick Couvillion	Kyle Johnson	Darren Talley
James Davis	Jim Kimzey	Katrenia Taweel
Barbara Daniels	Jack Murders	Tom Weiss
Kerry Gaston	Will Myers	Cristine Wolf
Bill Green	Darin Nutter	
Bob Harrison	Pete Opper	

APPROVAL OF PREVIOUS MEETING MINUTES

Secretary Pete Opper submitted the minutes from the April 25th, 2020 Annual Business Meeting for approval. The minutes were distributed to membership by Melynda on April 23rd. Bob motioned to approve, Jack Helms seconded and the members voted to approve on the condition that a correction be made where Jack Helms was listed in the Board Meeting section. This error has been corrected.

TREASURER'S REPORT

Treasurer Jeff Hayes presented the treasurer's reports, beginning with the General Accounts Report. The fiscal year ended on June 30th. For the entire year, \$101,000 was transferred out to seed the scholarship investment account. About \$28,000 in member donations were deposited and our expenses were a lot less since the banquet was cancelled. There were, however, still trophy and awards expense of \$1800. The investment gain/loss section shows a net investment gain of \$455, in spite of the recent poor performance of the general stock market. The General Accounts Report is shown below.

2019-2020 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, 2020

		Change from Last Report
Beginning Balance as of July 1, 2019:	\$ 334,172.30	
Income:		
Member Contributions	\$ 26,075.00	\$ 5,075.00
Matching Gift Contributions	2,088.00	\$ 288.00
Misc. Income	-	\$ -
Total	\$ 28,163.00	\$ 5,363.00
Expenses / Transfers out:		
Student Competitions	-	\$ -
Special Projects	(6,750.00)	\$ -
Banquet Expenses	(1,872.61)	\$ (1,872.61)
Misc. Expenses	(140.59)	\$ -
Transfers to:		
Scholarship Investment Account	(101,000.00)	\$ -
Scholarship Spending Account	(6,750.00)	\$ -
Total	\$ (116,513.20)	\$ (1,872.61)
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 1,144.79	\$ 212.51
Spending Act. (N/E)	\$ 496.23	\$ 124.71
Overhead:		
Foundation	\$ (155.51)	\$ (33.96)
Development	\$ (777.56)	\$ (169.82)
Investment Gain/Loss	\$ 455.53	\$ (267.80)
Total	\$ 1,163.48	\$ (134.36)
Ending Balance as of June 30, 2020	\$ 246,985.58	\$ 3,356.03
Location of General Account Funds:		
Spending Account:	\$ 94,937.13	
Investment Account:	\$ 152,048.45	
Total	\$ 246,985.58	

Submitted July 17, 2020 by: Jeff Hayes, AAME Treasurer
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

Summarizing the Scholarship Report, Treasurer Hayes stated that we've had over \$46,000 donated after the \$101,000 was transferred from the General Account. The Scholarship Accounts Report is shown below.

019-2020 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 30, 2020

		Change from Last Report
Beginning Balance as of July 1, 2019:	\$ 630.34	
Income / Transfers In:		
Member Contributions	\$ 46,380.00	\$ 3,880.00
Matching Gift Contributions	-	\$ -
Transfers in to:		
Scholarship Investment	101,000.00	\$ -
Scholarship Spending	6,750.00	\$ -
Total	\$ 154,130.00	\$ 3,880.00
Expenses:		
Student Scholarships:		
Fall Semester	(6,750.00)	\$ -
Spring Semester	(6,075.00)	\$ -
Misc. Expenses	-	\$ -
Total	\$ (12,825.00)	\$ -
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 429.62	\$ 206.93
Spending Act. (N/E)	\$ (3.86)	\$ (5.50)
Overhead:		
Development	\$ (379.94)	\$ (165.37)
Foundation	\$ (75.98)	\$ (33.07)
Investment Gain/Loss	\$ (153.22)	\$ (224.52)
Total	\$ (183.38)	\$ (221.53)
Ending Balance as of June 30, 2020	\$ 141,751.96	\$ 3,658.47
Location of Scholarship Account Funds:		
Spending Account	\$ (2,736.07)	
Investment Account	\$ 144,488.03	
Total	\$ 141,751.96	

Submitted July 17, 2020 by: Jeff Hayes, AAME Treasurer
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

President Wolf said that AAME has committed to contribute between \$10,000 and \$15,000 every year for scholarships. In the past, this has come from our general fund. The scholarships funded by the named scholarship program are over and above that. In the future, we hope that enough money will be deposited in the scholarship investment account to cover both the named scholarships as well as the regular scholarships. Detailed documents describing the named scholarship program are on the AAME website. Bob Harrison moved to accept the Treasurer's Reports, Rob Porbeck seconded, and membership voted to approve.

COMMITTEE REPORTS

✓ Awards Committee

President Wolf said we need a volunteer to take over the Awards Committee.

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

President Wolf said there had been some discussion to limit the term of president and in conjunction increase the duration to a 2-year term. Since the increased service time might dissuade some individuals from volunteering, it was decided to leave the term as is. There is nothing in the by-laws that prohibit multiple terms being served, as President Wolf is now doing. Chairman Zane Boatright said there was nothing else to report.

✓ **Finance Committee Report**

Chairman Robert Porbeck presented the Finance Committee Report. Of about 175 active members, only 61 contributed over the last year. The low number may largely be attributable to cancellation of the 2020 banquet, as many members are accustomed to giving their contributions then. The income section shows that \$26,075 was contributed to the General Fund, although we had budgeted for \$36,000 to be contributed. The named scholarship program had a great start with \$46,380 in donations and there were \$2000 in matching funds, which all tallies to \$75,523.10 in total income. As for expenditures, \$6750 was spent on scholarships in the fall, \$6075 in the spring, and \$6750 on special projects. Total expenditures were \$21,588.20. Our expenditures were less than income. Total assets are \$388,737.54 which is an all-time high. The number of contributors has been going down, but we hope this largely due to not holding a banquet in 2020. President Wolf said that she is planning to get with Melynda to send an email to remind members to make their contribution. The 2019-2020 Finance Report including historical data for 2018-2019 is shown below.

2019-20 4th Quarter Finance Report

Historical Financial Reports 12/31/2019

	Year End	2018/19 6/30/2019	2019/20 06/30/20
Active Membership		166	175
Contributing Members		79	61
% of Active Membership		48	35
Proposed Member Contribution	\$	300.00	\$300
Members with Matching Programs		3	
INCOME			
<hr/>			
Member Contributions - General	\$	35,775.00	\$ 26,075.00
Member Contributions - Scholarships			\$ 46,380.00
Matching Funds	\$	1,173.09	\$ 2,088.00
Investment income, expenses, gain/loss			
General	\$	9,485.67	\$ 1,163.48
Scholarship			\$ (183.38)
Misc Income			
Total Income	\$	46,433.76	\$ 75,523.10
Expenditures			
<hr/>			
Scholarships			
Fall	\$	9,550.00	\$ 6,750.00
Spring			\$ 6,075.00
Transfer to Scholarship Investment Account			
Fall			
Operating			
Annual Meeting	\$	14,277.87	\$ 1,872.61
Miscellaneous, Ops			\$ 140.59
Special Projects			
Solar Splash Competition			\$ 6,750.00
Student Competitions			
Newsletter Printing			
Total Expenditures	\$	23,827.87	\$ 21,588.20
Income exceeds expenditures by:	\$	22,605.89	\$ 53,934.90
Open Account	\$	102,261.46	\$ -
General Investment Account	\$	-	\$ 152,048.45
General Investment Spending Account	\$	-	\$ 94,937.13
Scholarship Investment Account	\$	-	\$ 144,488.03
Scholarship Spending Account	\$	-	\$ (2,736.07)
Endowment Fund (Restricted)	\$	223,249.82	
Total AAME Assets	\$	325,511.28	\$ 388,737.54

✓ Fundraising Committee

Chairman Chris Weiser is on vacation and can't join us. President Wolf said that campaign Arkansas is still on track, still trying to get large pledge credited to ME

✓ Membership Committee Report

Chairwoman Katrenia Taweel reported that she received suggestions for 9 or 10 potential inductees. She challenged the board and members to each seek out one person to nominate for membership. A complete group of new members will make the 2021 banquet a real celebration. Tom Weiss commented there should be a sense of urgency as we only have about 6 weeks left to nominate.

✓ Student Liaison Committee

Chairman Darren Tally said he wants to advertise the remote Skype mentoring program to students. Darren said he was open to continuing with onsite reviews, but there might be a complication with the age of some of the members and COVID-19 risks. Darren Nutter said we should plan for only remote reviews this fall to ensure compliance with University of Arkansas guidelines. President Wolf added that the student resume review and advising program is important to support our mission statement and that an advantage of the remote program is that it will be easier for geographically remote members to get involved.

MECHANICAL ENGINEERING DEPARTMENT UPDATE

Dr. Nutter said that while the 30 or 40 students participating each semester in AAME resume reviews and advising may be a small number, the personal impact to those students can be significant. The transition to remote learning has been a challenge for the department; it was almost in a survival mode in the spring. In the summer, however, we had learned a lot and the process was much improved. This fall, we expect to be even better and to provide the best education possible. A number of personnel have been working countless hours to facilitate this. We are going to have a number of face to face classes, but all students will be distanced by 6 feet, so that severely limits the number of students that can fit in a classroom. We know that some students are in risk categories for COVID-19 that will require most or all remote learning. We will have some classes that are all remote, via Zoom or Collaborative Ultra, which will be during regularly scheduled class time. A handful of classes will be online and not live, but we are discouraging that approach. The Facilities team is working on things such as disinfection protocols and increasing outdoor air circulation. The integrity of the exam process is being focused on; some exams will be in-class and some remote. The University has eliminated fall break. Fall enrollment is currently within a few percentage points of 2019, but this may drop as parents and students decide what to do. The M.E. Department retreat in August will be remote. The machine shop and some lab staff as well as students performing research are currently back working onsite. Rick Couvillion is continuing work toward getting the department reaccredited and the next ABET visit will be virtual. Very few people are being hired by the University. We've been told no raises are anticipated for this year except employees making less than \$30,000 will receive a 2% raise. The U of A is transitioning to new ERP software which causing significant work. A Haas Mini CNC Mill has been donated by Dassault Falcon Jet and the department is in the process of getting it setup.

OLD BUSINESS

1. Tiered Scholarship Donation Recognition Program Update – President Wolf said that Bob Harrison will be serving as Outreach Chairman for this program.
 - a. Cristine said there was another \$1000 donation since the end of the 2020 Fiscal Year and we expect to receive a \$5000 donation soon.
 - b. Bob said he plans to make a video to promote the program. He reminded membership of the honor they felt when they were first inducted. Hopefully we didn't just want to fatten our resume, but we also wanted to give back to university and this is a great way to do it.

NEW BUSINESS

1. Dr. Nutter said that a larger number of students are not taking the Fundamentals Exam which will make it more difficult for them to obtain a P.E. license in the future. He'd like to find a way to require that

students take it. Discussion ensued from several members that when providing advice we should encourage students to take the exam.

2. President Wolf said that whatever remote resume review and advising program is developed, she believes that AAME membership will fully support it.

CONCLUSION

President Wolf reminded everyone that we need membership nominations and for members to step up and volunteer for open offices. She added that the fall meeting will be held before October 15th per the by-laws and the meeting was adjourned.

Minutes prepared and respectfully submitted by Pete Opper, 2020-2021 AAME Secretary, with special thanks to Melynda Hart for assistance.