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**Arkansas Academy of Mechanical Engineering (AAME)  
Emergency Board Meeting Minutes  
March 16<sup>th</sup>, 2020**

**CALL TO ORDER**

The March 16<sup>th</sup> Emergency Board Meeting of the Arkansas Academy of Mechanical Engineering was called to order at 5:00 p.m. CDT on Monday, March 16<sup>th</sup> 2020, by President Cristine Wolf. Roll was taken to confirm those in attendance.

**IN ATTENDANCE**

Stacey Archer	Jeff Hayes	Rob Porbeck
Zane Boatwright	Melynda Hart	Katrenia Taweel
Rick Couvillion	Will Myers	Cristine Wolf
Jim Evans	Darin Nutter	
Bob Harrison	Pete Opper	

**NEW BUSINESS**

This meeting was called to discuss and determine what action to take for the AAME Annual Meeting and New Member Induction Ceremony previously scheduled to take place at the Fayetteville Town Center on April 24<sup>th</sup>, 2020. The ongoing Covid-19 coronavirus pandemic has caused the President of the United States to declare a State of Emergency for the nation and the U.S. Center for Disease Control (CDC) has issued strict guidance to slow the spread of the disease. The CDC has recommending the cancellation or postponement of all gatherings in excess of 50 people for the next eight weeks, that all older adults avoid crowds and stay at home as much as possible, and that all citizens should keep a distance of 3 to 6 feet from others. Finally, the University of Arkansas has cancelled all College of Engineering Academy Banquets, including the AAME Banquet, in accordance with these recommendations.

President Wolf noted that email discussions this week by officers and board members indicated a consensus that the 2020 nominated inductees should be inducted as members without delay, and that they later be formally recognized at the 2021 induction ceremony along with the 2021 inductees. There was discussion that this type of situation is not covered by the current by-laws and that attending the induction ceremony is required as a condition of becoming a member. President Wolf said that since the banquet was cancelled by the University, this requirement should be waived and proposed that the current emergency meeting serve as the induction event. Jim Evans then motioned and Rob Porbeck seconded that the Board vote on the issue as stated:

Due to the extraordinary circumstances of the Covid-19 Pandemic National Emergency and the fact that the University of Arkansas Administration has cancelled the 2020 AAME Banquet and Induction Ceremony; By-laws paragraph I.A.5., requiring that elected members be present at an induction ceremony, shall be waived for the 2020 Elected members and those members shall be fully inducted as AAME Active Members effective immediately.

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A vote was taken and recorded. In favor: Jim Evans, Will Myers, Stacey Archer, Katrenia Taweel, Bob Harrison, Pete Oppen. Opposed: none. The 2020 elected members were thus officially inducted as active members.

Discussion ensued regarding as to when to hold the business meeting, and the possibility of using a video conferencing system such as Zoom or WebEx. The subject of video conferencing was tabled for discussion at a later time. It was decided to keep the Annual Business Meeting scheduled for the morning of Saturday, April 25<sup>th</sup>, and to hold it via a dial-in teleconference. The first item on the agenda will be an explanation to membership regarding the decision to induct the new members without a banquet and formal ceremony. President Wolf stated she would send two emails, the first notifying the new members that they have been formally inducted and inviting them to the general meeting, and the second notifying the general membership of the business meeting. Discussion ensued and it was further decided to mail new members their trophies, and that a certificate may be given to them at the 2021 Induction Ceremony.

President Wolf asked Dr. Couvillion about the status for alumni awards. Dr. Couvillion said recipients for these awards had been chosen. The award for Outstanding Alumni will go to Keith Bradshaw and for Young Alumni to Luke Osborn. Melynda will send contact info for them to President Wolf so that she may contact them, and their trophies will also be mailed.

Melynda reported that she was able to get a 100% refund from the Fayetteville Town Center for the cancelled banquet reservation and requested that the funds be put back into the general operating fund since the 2021 banquet may be costlier due to recognizing a larger pool of members.

The next meeting is the AAME Annual Business Meeting, planned to be held via teleconference on April 25<sup>th</sup>, 2020.

*Minutes prepared and respectfully submitted by Pete Oppen, 2019-2020 AAME Secretary, with special thanks to Melynda Hart for assistance.*