



Arkansas Academy of Mechanical Engineering (AAME) Winter Board Meeting Minutes January 15th, 2021

CALL TO ORDER AND OPENING STATE OF THE ORGANIZATION REMARKS

The Winter Board Meeting of the Arkansas Academy of Mechanical Engineering was called to order at 1:10 p.m. CST on Friday, January 15th, 2021, by President Cristine Wolf. President Wolf stated that AAME has proceeded strongly through this COVID year and utilized technology to stay connected with membership. She said she is excited about the next year, especially inducting our new incoming members and continuing the scholarship program.

IN ATTENDANCE

Mike Anderson	Richard Hossley	Greg Sisti
Scott Archer	Kyle Johnson	Darren Talley
Zane Boatwright	Jack Murders	Scott Turley
Rick Couvillion	Will Myers	Katrenia Taweel
Bob Harrison	Darin Nutter	Cristine Wolf
Melynda Hart	Pete Opper	
Jeff Hayes	Rob Porbeck	

APPROVAL OF PREVIOUS MEETING MINUTES

Secretary Pete Opper submitted minutes from the September 18th, 2020 Board Meeting for approval, which was emailed to membership by Melynda on January 13th. Zane motioned to accept the minutes, Bob Harrison seconded and the Board approved.

TREASURER'S REPORT

Treasurer Jeff Hayes presented the Treasurer's Reports, starting with General Accounts report. Members contributed \$12,950.00, an increase of \$11,600.00 over last quarter. After summing contributions with matching grants, total income was \$13,650.00. \$9,486.07 was transferred to the Scholarship Spending Account for regular AAME scholarships. The General Accounts Report is shown below.

2020-2021 (FY2021) 2nd 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

as of December 31, 2021

		Change from Last Report
Beginning Balance as of July 1, 2020:	\$ 246,985.58	
Income:		
Member Contributions	\$ 12,950.00	\$ 11,600.00
Matching Gift Contributions	\$ 700.00	\$ 700.00
Misc. Income	\$ -	\$ -
Total	\$ 13,650.00	\$ 12,300.00
Expenses / Transfers out:		
Student Competitions	-	\$ -
Special Projects	-	\$ -
Banquet Expenses	-	\$ -
Misc. Expenses	-	\$ -
Transfers to:		
Scholarship Investment Account	-	\$ -
Scholarship Spending Account	(9,486.07)	\$ (6,750.00)
Total	\$ (9,486.07)	\$ (6,750.00)
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 194.35	\$ 87.03
Spending Act. (N/E)	\$ 52.85	\$ 10.47
Overhead:		
Foundation	\$ (72.51)	\$ (36.78)
Development	\$ (362.56)	\$ (183.90)
Investment Gain/Loss	\$ 21,470.91	\$ 17,358.84
Total	\$ 21,283.04	\$ 17,235.66
Ending Balance as of as of December	\$ 272,432.55	\$ 22,785.66
Location of General Account Funds:		
Spending Account:	\$ 89,344.42	
Investment Account:	\$ 183,088.13	
Total	\$ 272,432.55	

Submitted January 15, 2021 by: Jeff Hayes, AAME Treasurer

AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

Presenting the Scholarship Report, Treasurer Hayes said that a lot of members are contributing beyond their normal contribution toward the named scholarship fund and noted that the foundation may have misbalanced this amount but it will be corrected on future reports. Members contributed \$12,650, an increase of \$7,100 from last quarter. The \$9,486.07 transferred into the scholarship account from the general account was paid out for regular scholarships. Net investment income was \$20557.70, leaving a total balance of \$184,445.73. President Wolf said that she would like to track the total of scholarship contributions without investment gains to better monitor and status contributions. Treasurer Hayes said that it might be best for the finance report to track that total. The Scholarship Accounts Report is shown below.

2020-2021 (FY2021) 2nd 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

as of December 31, 2020

		Change from Last Report
Beginning Balance as of July 1, 2020:	\$ 141,751.96	
Income / Transfers In:		
Member Contributions	\$ 12,650.00	\$ 7,100.00
Matching Gift Contributions	-	-
Transfers in to:		
Scholarship Investment	-	-
Scholarship Spending	9,486.07	\$ 6,750.00
Total	\$ 22,136.07 -----> \$ 22,136.07	\$ 13,850.00
Expenses:		
Student Scholarships:		
Fall Semester	-	-
Spring Semester	-	-
Misc. Expenses	-	-
Total	\$ - -----> \$ -	\$ -
Investment Income, Expenses, and Gain/Loss:		
Interest Income:		
Investment Act. (TRP)	\$ 187.17	\$ 84.39
Spending Act. (N/E)	\$ (0.38)	\$ 0.42
Overhead:		
Development	\$ (349.42)	\$ (178.32)
Foundation	\$ (69.88)	\$ (35.66)
Investment Gain/Loss	\$ 20,790.21	\$ 16,877.53
Total	\$ 20,557.70 -----> \$ 20,557.70	\$ 16,748.36
Ending Balance as of . as of December :	\$ 184,445.73	\$ 30,598.36
Location of Scholarship Account Funds:		
Spending Account:	\$ 9,824.44	
Investment Account:	\$ 174,621.29	
Total	\$ 184,445.73	

Submitted January 15, 2021 by: Jeff Hayes, AAME Treasurer
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

COMMITTEE REPORTS

✓ Awards Committee

Mike Anderson has volunteered to take the position of Awards Committee Chairman. President Wolf and Rick Couvillion will be working with Chairman Anderson regarding a potential candidate for the Distinguished Alumni Award.

✓ Conduct, By-Laws & Constitution Committee Report

Chairman Zane Boatright said there was nothing to report, but planned to provide input regarding the subsequent discussion regarding the proposed change in membership requirements.

✓ Finance Committee Report

Chairman Robert Porbeck presented the Finance Committee Report. For the 2021 Fiscal Year 2nd Quarter, there was a total of \$25,600.00 in member contributions, \$700.00 in matching funds, and \$41,840.74 dollars in

investment gains. The only expenditures were the \$9,486.07 for scholarships and total assets are about \$457,000. The total funds graph shows a positive trend, helped by low expenses from having no banquet last year. The member contribution chart shows that 37 out of 175 active members have contributed so far this Fiscal Year. In typical years we receive contributions from 70 to 90 members. President Wolf asked how many contributions were received after the new member inductee ballot letter (which included a contribution reminder) was mailed to membership in November. Melynda estimated that 20 subsequent contributions were received. President Wolf said we should put out another request by mail in April. Katrenia Taweel asked if there was a way for AAME to receive electronic contributions. Some discussion followed, a link is provided on the Resources page of the AAME website (<https://aame.uark.edu/resources/>) for online giving. Treasurer Hayes said there is an option to make the contribution recurring. Chairwoman Taweel asked if it were possible to accept payments from other popular online payment systems. Melynda said it's not currently possible to do this as we must use the University of Arkansas Foundation payment system.

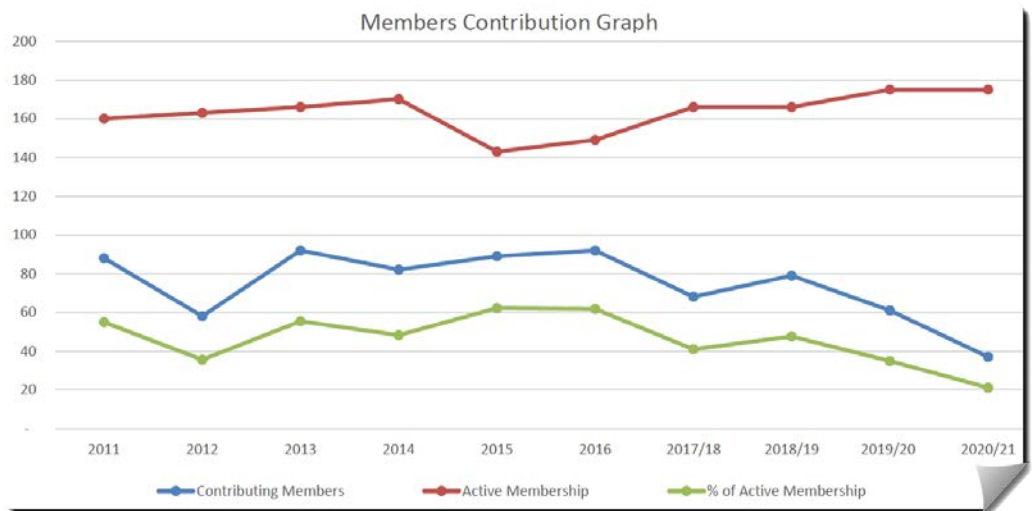
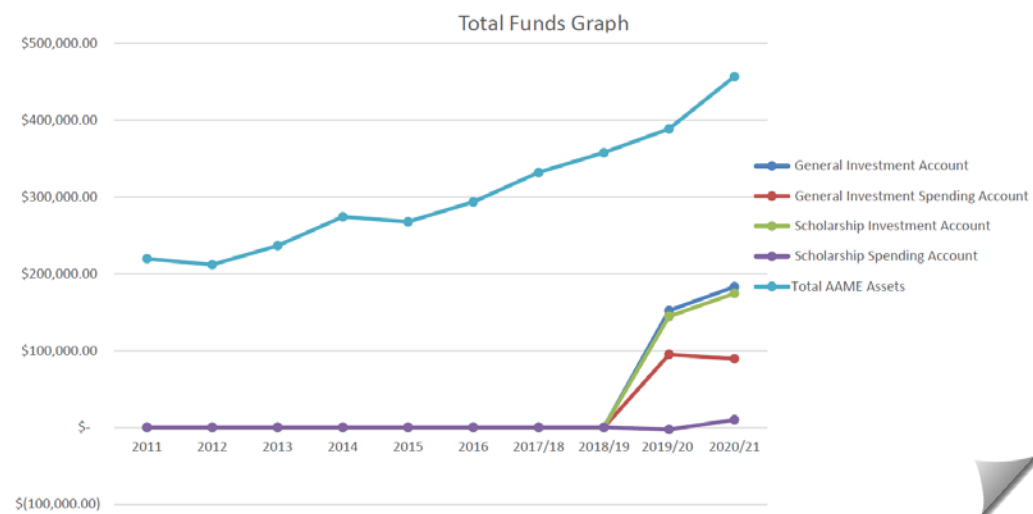
The Finance Historical Report is excerpted below showing the FY2019 and FY2020 accounting years.

FY2019 and FY2020 Finance Reports

Historical Financial Reports

	1/12/2021	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				
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)
	Total		9,485.67	\$ 980.10
Investment Income				
Misc Income				
Total Income			55,919.43	\$ 76,503.20
Expenditures				
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				\$ 6,750.00
Solar Splash Competition				
Student Competitions				
Newsletter Printing				
	Total Expenditures		23,827.87	\$ 21,588.20
Income exceeds expenditures by:			32,091.56	\$ 54,915.00
Open Account			134,304.69	\$ -
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			357,554.51	\$ 388,737.54

Updated Finance Charts that include data through the FY2021 2nd Quarter are shown below.



✓ **Fundraising Committee**

Chairman Chris Weiser was not available and no report was given.

✓ **Membership Committee Report**

Chairwoman Katrenia Taweel reported that Dr. Couvillion and several members had already identified several potential candidates to nominate for the 2022 membership drive. Melynda has posted the new nominee form on the AAME website membership page (<https://aame.uark.edu/membership/>) and the recruiting process will begin soon. Dr. Darin Nutter said that the Engineering Department Heads have been discussing how 2021 Academy Annual Meetings should be held, the Dean has suggested that banquets might be possible in the fall around October. Industry advisory boards might be held at that same time. The thinking is that not enough of the population will be vaccinated for COVID-19 in time for banquets to be held in the spring. All departments were agreeable to the fall timeframe, except the Civil Department may have their event in July when their new building opens. Bob Harrison asked if the AAME banquet were held in October 2021, would there then be another banquet in Spring 2022. President Wolf said that she didn't think cost would be a reason to not have both banquets in that timespan. Chairwoman Taweel asked if consideration had been given to holding the banquet on the same weekend as a home football game. Dr. Nutter said that was discussed, but adequate hotel space was a concern so the current planning is to avoid a football weekend. After some discussion on the issue, President Wolf told Dr. Nutter to consider AAME on board with the October proposal. 2021 membership inductees, who previously only had a virtual meeting induction and the 2022 inductees will all be formally recognized and treated equally so that they should all feel properly inducted. A comment was made that it might make for a long night, but this can be mitigated by limiting speech length. Melynda reminded everyone that the larger banquet will increase the cost beyond what has been required in the past. President Wolf acknowledged that should be expected, and asked Melynda to please begin arranging the banquet as soon as the date is firm. President Wolf thanked Chairwoman Taweel for her work.

✓ **Student Liaison Committee**

Chairman Darren Tally reported that fall resume reviews were conducted remotely which helped 19 Mechanical Engineering students. Chairman Talley asked if the process should continue as remote only for spring, and Dr. Nutter confirmed that it should. Progress has been made developing a remote mentoring program, which is currently being offered to M.E. seniors graduating in May. The number of students that can be supported is based on number of our volunteers, and we hope to expand it to more students in the future. Further development of the program will be based on feedback received. Dr. Nutter said that he will work with Melynda to survey the students and make selections for the program. AAME mentors should be notified around February of who they will mentor. Bob Harrison asked if the AAME student section was still meeting. Dr. Nutter said they met last semester. Bob expressed that we should emphasize the need for students to take the Fundamentals exam, and encourage this while mentoring.

MECHANICAL ENGINEERING DEPARTMENT UPDATE

Dr. Nutter reported that over half of all University courses and about 40% of M.E. courses are being conducted exclusively face-to-face or a combination of face-to-face and remote. Faculty members hold the in-person classes on a volunteer basis, but are encouraged to do so. The effectiveness of remote learning is still a concern, the faculty is aware of this and doing the best they can while being sensitive to student needs. Faculty members are in vaccination priority Group 1B, so they will have access to vaccinations starting on January 18th. Dr. Kim

Needy is the new Dean of Engineering, and with everything considered we are off to a good start for the spring semester.

OLD BUSINESS

1. Update on Tiered Scholarship Donation Recognition Program
 - a. President Wolf said two permanent named scholarships were created, and another that started with an initial contribution but has since become permanent. Bob Harrison reported that some progress had been made producing the video to encourage donations, but he needed to get some additional information.
2. Proposal for reducing experience requirement for membership eligibility
 - a. Membership Committee Chairwoman Taweel said that the proposal is to reduce the minimum experience level from 15 years to 10 years, and stated that having younger members could help efforts to effectively mentor students. President Wolf said the board will first be required to vote on whether to take this proposal to membership for acceptance. Bob Harrison said he thought many older members would object, but said he understands we may want the academy to evolve. President Wolf said another approach for involving younger alumni might be to create an associate level membership tier for younger members that would later be reevaluated before given full membership. Some discussion followed on the subject of multiple tiers and that something similar was discussed a number of years ago with pushback from membership at that time. Zane Boatwright said that considerations would need to include how members from additional tiers would be counted, whether a separate limit would be imposed, what voting rights they would hold, what their recommended annual contribution would be, etc. Zane suggested that the Board should consider all these issues before presenting to the membership. President Wolf offered to work with Chairwoman Taweel on a proposal.
3. 2021 Banquet Venue and Logistics Planning
 - a. The AAME Banquet and new member induction will be planned for October 2021. The annual business meeting will still be held remotely in April so that officers can be voted in, but there will be no recognition of new members then. Will communicate this to membership at least a month in advance of annual meeting. Secretary Pete Opper said that we will need to notify the inductees by the end of January of this plan.
4. Proposal for method to track active members
 - a. President Wolf said that Bob Norwood had created a process template for tracking members. Discussion followed with Finance Chairman Rob Porbeck and Treasurer Jeff Hayes saying the current by-laws allow members to stay active until passing away or resigning. Jeff Hayes currently keeps the official records, with Rob Porbeck double checking. The discussion ended with Board Members deciding the current method was sufficient without developing a new process.

NEW BUSINESS

1. The Board discussed upcoming open officer positions, and who was willing to continue in their current position. For 2021-2022, the following officers are planned to continue in their roles:

- a. Cristine Wolf – President
- b. Jeff Hayes – Treasurer
- c. Pete Opper – Secretary
- d. Zane Boatwright – Conduct, By-Laws & Constitution Committee Chairman
- e. Robert Porbeck – Finance Committee Chairman
- f. *Vacant* – Fundraising Committee Chairman
- g. Katrenia Taweel – Membership Committee Chairwoman
- h. Darren Talley – Student Liaison Committee Chairman

CONCLUSION

President Wolf adjourned the meeting. The next AAME meeting is planned to be the annual meeting in April.

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