

# Arkansas Academy of Mechanical Engineering (AAME)

## Summer Board Meeting Minutes

### July 15<sup>th</sup>, 2022

#### 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 10:04 a.m. CDT on Friday, July 15<sup>th</sup>, 2022, by President Cristine Wolf. President Wolf opened the meeting by thanking everyone for joining and asked for the presentation of the previous meeting's minutes.

#### IN ATTENDANCE

Zane Boatwright  
Roger Cordes  
Rick Couvillion  
Rodney Goodwin  
Danny Hughes  
Melynda Hart  
Jeff Hayes

Ted Ivy  
Kyle Johnson  
Will Myers  
Darin Nutter  
Pete Opper  
Nathan Porbeck  
Robert Porbeck

Greg Sisti  
Darren Talley  
Katrenia Taweel  
Daniel Wilson  
Cristine Wolf

#### APPROVAL OF PREVIOUS MEETING MINUTES

Secretary Pete Opper submitted minutes from the April 9<sup>th</sup>, 2022 Annual Business Meeting for approval, which had been emailed to membership by Melynda. Secretary Opper said that he had corrected the year listed in the final paragraph of the minutes from 2023 to 2022, and that no requests for changes had been received. Will Myers motioned to approve, Jeff Hayes seconded and the Board approved the minutes.

#### TREASURER'S REPORT

Treasurer Jeff Hayes presented the Treasurer's Reports for the FY2022 4<sup>th</sup> quarter ending on June 30<sup>th</sup>. Starting with the General Accounts Report, Treasurer Hayes said that the new university accounting system had begun working, and that he can again see contributions being deposited to our accounts. We had a good last quarter; we finally incurred some banquet expenses with a \$3000 cancellation fee for last fall's cancelled banquet and another \$24,162 for the 2022 spring banquet that was held. We transferred \$100,000 from general funds to the scholarship investment account as additional scholarship matching funds were needed and another \$5,174 was transferred for scholarship spending. Our investments did not perform as well as what we are used to and lost \$3,724 in the 4<sup>th</sup> quarter. Our FY2022 ending balance is down \$102,061 compared to the beginning of the fiscal year, and down \$19,971 compared to the beginning of the 4<sup>th</sup> quarter primarily because of scholarship transfers. The General Accounts Report is shown below.

**FY2022 (2021-2022) 4<sup>th</sup> 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, 2022

			Change from <u>Last Report</u>
<b>Beginning Balance as of July 1, 2021:</b>		<b>\$ 316,170.24</b>	
<b>Income:</b>			
Member Contributions	\$ 32,880.00		\$ 7,725.00
Matching Gift Contributions	\$ 1,624.00		\$ -
Misc. Income	\$ -		\$ -
<b>Total</b>	<b>\$ 34,504.00</b>	<b>-----&gt; \$ 34,504.00</b>	<b>\$ 7,725.00</b>
<b>Expenses / Transfers out:</b>			
Student Competitions	-		\$ -
Special Projects	(10,000.00)		\$ -
Banquet Expenses	(27,162.23)		\$ (20,872.42)
Misc. Expenses	(6.52)		\$ -
<b>Transfers to:</b>			
Scholarship Investment Account	(100,000.00)		\$ -
Scholarship Spending Account	(5,174.00)		\$ (3,100.00)
<b>Total</b>	<b>\$ (142,342.75)</b>	<b>-----&gt; \$ (142,342.75)</b>	<b>\$ (23,972.42)</b>
<b>Investment Income, Expenses, and Gain/Loss:</b>			
<b>Interest Income:</b>			
Investment Act. (TRP)	\$ 581.50		\$ 130.35
Spending Act. (N/E)	\$ 11.83		\$ 6.18
<b>Overhead:</b>			
Foundation	\$ (151.84)		\$ (32.60)
Development	\$ (759.22)		\$ (163.01)
Investment Gain/Loss	\$ 6,095.32		\$ (3,665.39)
<b>Total</b>	<b>\$ 5,777.59</b>	<b>-----&gt; \$ 5,777.59</b>	<b>\$ (3,724.47)</b>
<b>Ending Balance as of June 30, 2022</b>		<b>\$ 214,109.08</b>	<b>\$ (19,971.89)</b>
<hr/>			
<b>Location of General Account Funds:</b>			
Spending Account		\$ 51,090.39	
Investment Account		\$ 163,018.69	
<b>Total</b>		<b>\$ 214,109.08</b>	

Submitted July 15th, 2022 by: Jeff Hayes, AAME Treasurer

AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

Moving on to the Scholarship Report, Treasurer Hayes said that we had a total of \$25,050 of member contributions and the previously mentioned \$100,000 transfer from the General Account was made. Expenses totaled \$14,000 and were comprised of fall and spring student scholarship awards. Investments were down \$1,839 for the year. Scholarship accounts still ended the year with a net increase of \$115,558. The Scholarship Accounts Report is shown below.

## FY2022 (2021-2022) 4<sup>th</sup> 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, 2022

		Change from <u>Last Report</u>
Beginning Balance as of July 1, 2020: .....	\$ 217,338.66	
<b>Income / Transfers In:</b>		
Member Contributions .....	\$ 25,050.85	\$ 5,000.00
Matching Gift Contributions .....	1,172.00	\$ 500.00
Transfers in to:		\$ -
Scholarship Investment .....	100,000.00	\$ -
Scholarship Spending .....	5,174.00	\$ 3,100.00
Total .....	\$ 131,396.85 -----> \$ 131,396.85	\$ 8,600.00
<b>Expenses:</b>		
Student Scholarships:		
Fall Semester .....	(7,500.00)	\$ -
Spring Semester .....	(6,500.00)	\$ (500.00)
Misc. Expenses .....	-	\$ -
Total .....	\$ (14,000.00) -----> \$ (14,000.00)	\$ (500.00)
<b>Investment Income, Expenses, and Gain/Loss:</b>		
Interest Income:		
Investment Act. (TRP) .....	\$ 747.69	\$ 277.14
Spending Act. (N/E) .....	\$ 1.01	\$ 0.44
Overhead:		
Development .....	\$ (1,098.34)	\$ (346.57)
Foundation .....	\$ (219.66)	\$ (69.31)
Investment Gain/Loss .....	\$ (1,270.01)	\$ (7,367.58)
Total .....	\$ (1,839.31) -----> \$ (1,839.31)	\$ (7,505.88)
Ending Balance as of . June 30th, 2022 .....	\$ 332,896.20	\$ 594.12
<b>Location of Scholarship Account Funds:</b>		
Spending Account: .....	\$ 2,558.62	
Investment Account: .....	\$ 330,337.58	
Total .....	\$ 332,896.20	

Submitted July 15th, 2022 by: Jeff Hayes, AAME Treasurer  
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering

For information on the named scholarship program, please visit the AAME website, first click the Resources tab, then Bylaws and Operations and look for Tiered Scholarship Donation Recognition Plan (<https://aame.uark.edu/resources/>).

### COMMITTEE REPORTS

#### ✓ Finance Committee Report

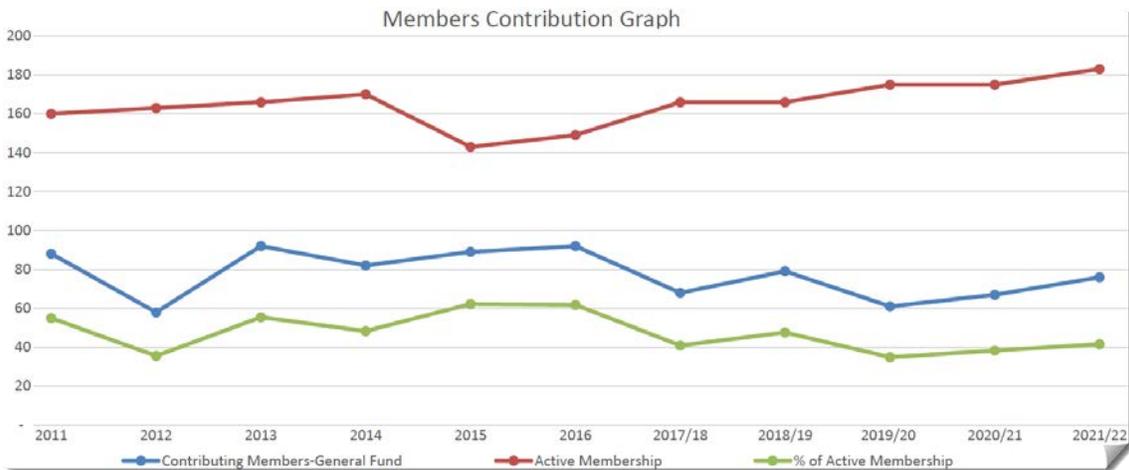
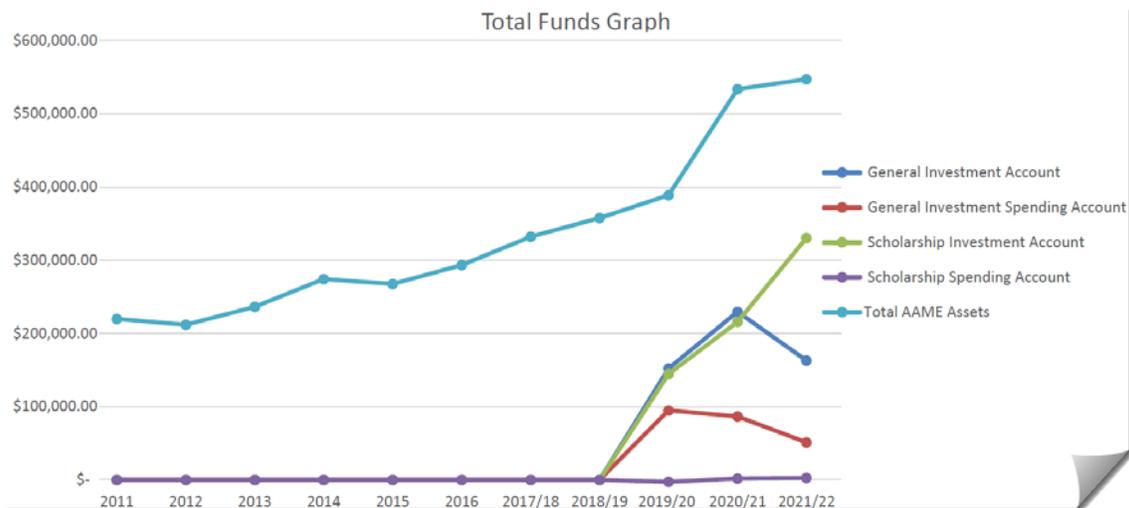
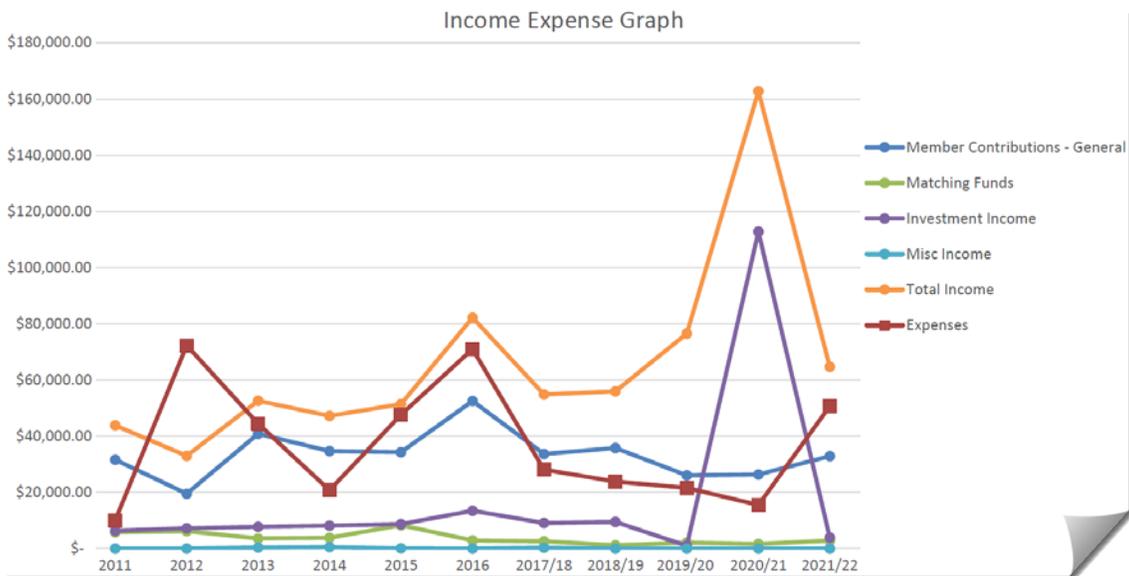
Chairman Robert Porbeck gave the Finance Committee Report. He presented the historical financial data page of the report, and said that FY2022 income exceeded expenditures by \$13,996. Income was boosted by over \$32,880 in general member contributions and \$25,050 in scholarship member contributions. Our investment income was only \$3938 (a severe drop from the \$112,798 we enjoyed in FY2021), but we still had a gain which can be considered good in today's market. Under expenditures, we had \$13,500 in scholarships, \$27,162 for banquet expenses and \$10,000 for M.E. Special Projects. Our total assets are \$547,005, which is up \$13,497 over the end of FY2021. The number of contributing members increased by nine to 76 and the average contribution is now about \$800. The FY2022 4<sup>th</sup> Quarter Finance Report and the proposed FY2022 (2021/2022) budget are excerpted below. FY2021 (2020/2021) finances are shown for comparison.

## FY2022 (2021-2022) 4<sup>th</sup> Quarter Finance Report Excerpt

<b>Historical Financial Reports</b>					
7/15/2022		Year End	2020/21	2021/22	2022/2023 Budget
			06/30/21	7/15/2022	7/15/2022
Active Membership			175	183	
Contributing Members-General Fund			67	76	
Contributing Members-Scholarship Fund					
% of Active Membership			38	42	
Proposed Member Contribution			\$300	300	300
<b>Members with Matching Programs</b>					
<b>INCOME</b>					
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Member Contributions - General			\$ 26,375.00	\$ 32,880.00	\$ 32,000.00
Member Contributions - Scholarships			\$ 22,000.00	\$ 25,050.85	\$ 17,000.00
Matching Funds			\$ 1,612.00	\$ 2,796.00	\$ 2,500.00
Investment income, expenses, gain/loss	General		\$ 57,747.57	\$ 5,777.59	\$ 3,000.00
	Scholarship		\$ 55,050.63	\$ (1,839.31)	\$ 5,000.00
	Total		\$ 112,798.20	\$ 3,938.28	
Investment Income			\$ -	\$ -	
Misc Income			\$ -	\$ -	
<b>Total Income</b>			<b>\$ 162,785.20</b>	<b>\$ 64,665.13</b>	<b>\$ 59,500.00</b>
<hr/>					
<b>Expenditures</b>					
Scholarships	Fall		\$ 7,750.00	\$ 7,500.00	\$ 10,000.00
	Spring		\$ 7,750.00	\$ 6,000.00	\$ 10,000.00
Operating	Annual Meeting			\$ 27,162.23	\$ 28,000.00
	Miscellaneous, Ops			\$ 6.52	
Special Projects				\$ 10,000.00	\$ 10,000.00
Solar Splash Competition					
Student Competitions					
Newsletter Printing					
	<b>Total Expenditures</b>		<b>\$ 15,500.00</b>	<b>\$ 50,668.75</b>	<b>\$ 58,000.00</b>
Income exceeds expenditures by:			\$ 147,285.20	\$ 13,996.38	\$ 1,500.00
Transfer to Scholarship Investment Account	Fall / Spring		\$ 14,836.07		
Open Account					
General Investment Account			\$ 229,430.09	\$ 163,018.69	
General Investment Spending Account			\$ 86,740.15	\$ 51,090.39	
Scholarship Investment Account			\$ 215,620.50	\$ 330,337.58	
Scholarship Spending Account			\$ 1,718.16	\$ 2,558.62	
Endowment Fund (Restricted)					
<b>Total AAME Assets</b>			<b>\$ 533,508.90</b>	<b>\$ 547,005.28</b>	

Updated finance charts that include data through the 4<sup>th</sup> Quarter of FY2022 are shown below.

## FY2022 (2021-2022) 4<sup>th</sup> Quarter Finance Report Graphs



Chairman Porbeck then briefed his proposed budget. He said that the \$59,500 proposed for budgeted income was intended to be conservative, as was the \$28,000 expense for annual banquet expenses. Scholarships are listed at \$20,000, but we could consider increasing, and M.E. Special Projects is set at \$10,000. Melynda said we had not yet made the deposit for the 2023 banquet venue and that award costs are increasing. The total banquet cost will also be dependent on how many new members we induct. Some discussion ensued regarding the budgeted amount for scholarships. Melynda said that the scholarships have usually been awarded at \$1500 for the academic year per student. Dr. Nutter said he thought it would be good if we could offer a few more scholarships as opposed to larger ones. Chairman Porbeck pointed out that the proposed budget could increase the total number of \$1500 scholarships up to 13. Will Myers motioned to approve the proposed FY2022 budget, Jeff Hayes seconded and the board voted to approve.

*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. Checks should be made out to "University of Arkansas Foundation" and include a comment for "AAME General" or "AAME Scholarships" to specify which fund. If paying online, select "Arkansas Academy of Mechanical Engineering" as the designation and include a comment for "AAME General" or "AAME Scholarships" to specify which fund.*

✓ **Awards Committee**

Chairman Mike Anderson was unavailable so there was no Awards report.

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

Chairman Zane Boatright said that all the approved changes from the annual meeting had been added to the by-laws and that Melynda had posted them on the website. He has not received any new change requests.

*The AAME By-laws are available on the AAME website at <https://aame.uark.edu/resources/>.*

✓ **Fundraising Committee**

President Wolf said we are looking for a new fundraising chairperson; in the meantime, President Wolf has been filling in. Total named scholarship donations are almost up to \$100,000 since the program's inception in 2019. President Wolf said she may be willing to take the chair position when she leaves the presidency after the 2022-2023 year. We have a long way to go to catch up with the Industrial Engineering Academy, but we are making some progress.

✓ **Membership Committee Report**

Chairwoman Katrenia Taweel reported that we have five candidates for induction. She said she would send another email in the next week or so asking members to submit nominations for both full and associate level memberships. Chairman Taweel thanked Rick Couvillion for providing several of the nominations.

*Reminder: Membership nomination forms are available on the AAME website at <https://aame.uark.edu/membership/>, scroll to the bottom of the page and click the "Nomination Form" link.*

## ✓ Student Liaison Committee

Chairman Darren Talley began by saying the University STEM Career Fair is scheduled for September 28<sup>th</sup>, and we are looking to perform remote resume reviews and mock interviews two weeks before the event. We need to decide if we are going to also provide these services in-person. Chairman Talley will send an email to membership asking for student mentors and we will reassess whether we can support this. Will Myers said that he wants to be on the list to support. President Wolf said that even if we start working onsite again, she wants to maintain the remote option.

## MECHANICAL ENGINEERING DEPARTMENT UPDATE

Dr. Nutter provided the status for the M.E. Department and started by saying that two summer sessions will be offered this year. M.E. is offering more summer classes than any of the other engineering departments. The research labs are busy and we are seeing a lot more travel. Looking forward to the fall semester, the university is expecting record enrollment and will probably exceed 30000 total students. The university is contracting with nearby apartment complexes to provide sufficient rooms for new freshmen. An important focus is “community”. Lots of work is being put in to encourage students to spend more time on campus and in study groups with classmates, etc., so they will hopefully begin to realize the value of being onsite. Students need to be on campus and engage with others. Too many students are still performing poorly, but of course there are some students that always do well. Incoming freshmen and sophomores will be using a required laptop computer so that will change teaching processes. M.E. is hiring faculty for robotics, design and manufacturing, and another for Next Generation Mobility. The F.E. Exam initiative funded by AAME is going in the right direction. 40 students took the exam last year which is about three times that of the previous year. The department will receive aggregate statistics on the students’ performance which we plan to evaluate and incorporate into teaching. Not all students that took the test requested a reimbursement and there are funds left over to roll into next year. Dr. Nutter said the department is trying to recruit more graduate students from the state and geographic region. As you often hear in athletics, we need to recruit from home. Dr. Nutter is going to visit several institutions in the area to try to create a pipeline for the best students from other programs in area to attend grad school at U of A. We graduated 140 undergrads last year, which is about the same as the last couple of years. Dean Needy asked Dr. Nutter to continue on as M.E. Department Head, and his new contract began July 1<sup>st</sup>.

## OLD BUSINESS

1. 2023 Banquet and Induction Advance Planning – President Wolf said that the 2023 AAME Banquet was planned to be held Friday, April 14<sup>th</sup>, at the Fayetteville Public Library. We received a lot of positive feedback for the 2022 event that was held there. Melynda reminded that we agreed to use electronic balloting for voting on new inductees, and we will need to develop that process to make it work.
2. Update on Tiered Scholarship Donation Recognition Program – President Wolf said that we currently have four named scholarships that are fully funded (\$10,000 is the minimum requirement and one is funded for over \$20,000). Those scholarships can be life changing for students. It’s awesome that we are doing this and every dollar is appreciated that members give.

**NEW BUSINESS**

President Wolf asked if anyone had any new topics to address with the Board and there were none.

**CONCLUSION**

President Wolf adjourned the meeting. The next AAME meeting is planned for October.

*Minutes prepared and respectfully submitted by Pete Opper, 2021-2022 AAME Secretary, with special thanks to Melynda Hart. Previous minutes are available on the AAME website at <https://aame.uark.edu/resources/>.*