



Eastern Virginia Chapter ASM

Executive Committee Meeting Minutes

December 10, 2013

A meeting of the officers for the Eastern Virginia Chapter ASM was held at the Center Street Grill, 5101 Center Street, Williamsburg, Virginia, on Tuesday, December 10, 2013 beginning at 6:00 PM. In attendance were Jeff Wiese, Kurt Thompson, Don Geisler, and Jim Hurst.

The meeting was called to order at approximately 6:20 PM. Jeff W. arrived late.

Agenda Items:

- Review and approval of previous meeting minutes
 - **The previous minutes were approved.**
- Review and approval of Treasurer's Report
 - **The treasurer's report was approved with the caveat that half of the costs for the Students' Night program would be reimbursed by the Central Virginia Section of ASME.**
- Old business:
 - Update on retention of old sustaining members
 - **According to the current (12/30) roster, we have only two current sustaining members, HI-NNS and Nonlinear Engineering. Howmet and Aleris have dropped. Stihl is another former sustaining member.**
 - **ASSIGNMENT: Jeff W. is to write a letter that can be sent to former and potential sustaining members.**
 - Update on scholarship details dissemination in newsletters and other means
 - **Winners of scholarships should be mentioned on the website for reference by parents and schools.**
 - **ASSIGNMENT: Kurt T. is to update the scholarship form for the current year.**
 - Update on inclusion of new teacher members from ASM camps in roster and communications
 - **Some are there and some are not, and the missing names should be sent to our ASM contacts (Candace Cunningham or Nicole Hale).**
 - Students' Night (November event) review

- **There was a good sized group with a mixture of students, teachers, and members.**
- **The subject may have been a little too advanced for some of the attendees.**
- New business:
 - Updates on ASM chapter sponsored CO₂ car competition during “Engineering Ingenuity Day” at the Richmond Science Museum in February
 - Have rules been update to reflect concentration on materials (we should review them at the meeting)?
 - **The rules were not available for the meeting although they were a few days later.**
 - Do we need signage (banner, etc.) for the contest to make clear that it is an ASM event?
 - **ASSIGNMENT: Kurt T. is to look into the cost for a banner of some sort.**
 - **The design of the banner is to be discussed at the next meeting.**
 - Do we need to obtain information (pamphlets, etc.) to hand out to the participants so they understand what ASM is?
 - **Unresolved**
 - Have we ordered trophies (or will we award trophies) or possibly award ASM high school memberships to the winners?
 - **Unresolved**
 - Initial planning for other upcoming general meetings – set dates:
 - January – Finite Element Methods and Real World Engineering – Newport News/Williamsburg – Thur., Jan. 23rd?
 - **Date set as Thursday, Jan. 23.**
 - **ASSIGNMENT: Jeff W. is to produce a summary of the talk for the web site and dissemination to other organizations. This is one of the requirements to be satisfied in order for the talk to qualify for PDH credit under Virginia law.**
 - March – Use of Polymer Materials in Medicine – Richmond area – last week of March (Thur. the 27th)
 - **Date set as Thursday, Mar. 27.**
 - April – Ceramic Materials – Newport News/Williamsburg – last half of April (Jim)?

- **Unresolved, date to be a Tuesday or Thursday late in April**
- May – Colonial Shooting Academy Tour & Range Time – Richmond – last half of May
 - **Unresolved, date to be late in May**
- Other new business
 - **\$200 will be paid to PEC to support lunches for their Career Day event.**
- Set date for next EC meeting and adjourn
 - **The next meeting will be on Thursday, Jan. 16.**
 - **The meeting was adjourned at 7:32 PM.**