



Akron/Canton Section

Minutes of Section Executive Committee Meeting of March 13, 2018

In attendance:

Rick Buchanan	Bob Osterhout	Dean Philips	Rob Voss
Nick Wagner	Walt Pechenuk	Jim Dowey	Vern Sproat

The meeting was opened by Jim Dowey at approximately 6:10 pm.

Secretary's Report: The minutes of the February 13, 2018 ExCom meeting were reviewed. Voss questioned the ACCESS proposal. Nick indicated that he was the only delegate who voted 'NO'. **Pechenuk/Voss moved to accept the minutes. Motion carried.**

Treasurer's Report: The Treasurer's report was presented by Vern. We had quite a few expenses including the science fair awards and the two engineers week banquets. The checks for the banquet income have not cleared as yet. Vern also presented a proposed budget for the administrative year (see attached). The issue of whether to continue to subsidize attendance at the Akron EWeek program was discussed. **Buchanan/Pechenuk moved to discontinue subsidizing IEEE members for the Akron EWeek banquet (this should include the \$75 donation that we are typically asked for). Motion carried.** Osterhout suggested that we show an income amount for PACE activities (\$250 income for science fair awards). We should also get some income for teacher grants (\$500). Voss suggested that we allocate student paper contest funds toward teacher grants. We might consider providing teacher grants in the Canton area. Vern will incorporate the suggestions and present the budget for approval at the next meeting. Walt indicated that he may need some money for IEEE presentations to teachers (\$200). **Buchanan/Voss moved to accept the Treasurer's Report. Motion carried.** Voss expressed some concern regarding the budget in that we cannot continue a deficit spending pattern forever. It was suggested that we consider a stipulation that we not let the treasury get below \$5,000.

Web Site: Nick indicated that the web site is up to date and last month's minutes were included on the site

Membership: Dean indicated that he sends out an email to members who are dropping their membership. We seem to be holding our own at present. We had a good turnout for the ethics seminar that was held in Brecksville.

Stark State: Vern mentioned to Maloney that now would be a good time to recruit student members since they can get in for half price.

PES: No report.



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IAS: Buchanan reported on an upcoming meeting at Gorman-Rupp in April – an invitation from CRSPE which can be considered an IAS event. Dean indicated that there are 30 members of IAS and 59 members for PES currently.

PACE: Jim indicated that Region 2 is changing the forms for submission for PACE funds. RLB to send copies to the ExCom members. Bob reported that we have senior member interviews coming up on the 24th. We have five members that have indicated an interest in upgrading their membership status. We have room for one more candidate. Rick to include this in the announcements. **Philips/Sproat moved to allocate \$50 for expenses for the upgrade event. Motion carried.**

ACCESS: No report. Bob indicated that only 4 or 5 societies are typically represented at ACCESS board meetings.

CJEC: Rick indicated that the EWeek banquet was successful with about 130 in attendance. Bob suggested that we use CJEC as a resource to provide teacher grants to the Canton area. Rick will bring this up at the next CJEC meeting.

Meetings: Buchanan talked about two CRSPE meetings that we may be invited to and the Cleveland IEEE chapter's tutorial that is coming up on Tuesday, April 10. Dowey suggested that we may consider a 3-D printer facility (America Makes) as a future tour opportunity. The facility is in the Youngstown area. We can think about doing it in May.

Old Business:

New Business:

Voss/Pechenuk moved to adjourn. Motion carried. The meeting was adjourned at 7:11 pm.

Respectfully submitted,

A handwritten signature in black ink that reads 'Richard Buchanan'. The signature is written in a cursive, flowing style.

Richard Buchanan, P.E.
Secretary

Start of information for potential budget for 2018:

2016 BUDGET

	Current	YTD	Proposed Budget	2015 Actual
Income				
Interest	3.49	44.68	40	45.42
Section Rebate		5,012.50	4,800	4,873.55
PACE Subsidies			250	265.00
Tutorial Income				475.00
Total Income	3.49	5,057.18	\$5,090	\$5,658.97
Expense				
Board Meetings		1,107.95	1,300	1,386.51
Section Meetings		743.00	1,000	705.37
Social	-90.64	735.26	700	671.46
Science Fair		350.00	400	285.00
CJEC/ACCESS Dues		316.65	350	305.45
Awards		88.90	500	100.00
Scholarships		1,500.00	1,500	1,500.00
ACCESS Grants		1,000.00	1,000	1,200.00
Student Section		800.00	1,000	500.00
PACE			250	
Engineers Week			100	75.00
Student Prize Paper			1,000	
Misc.		250.00	150	135.00
Total Expense	-90.64	6,891.76	\$9,250	\$6,863.79
NET	(94.13)	(1,834.58)	\$(4,160)	\$(1,204.82)

Proposed **2018 BUDGET**

	Current	YTD	Proposed Budget	2016 Actual
Income				
Interest			40	44.68
Section Rebate			5,000	5,012.50
PACE Subsidies			0	
Tutorial Income			0	475.00
Total Income			\$5,040	\$5,658.97
Expense				
Board Meetings			1,400	1,386.51
Section Meetings			1,000	705.37
Social			700	671.46
Science Fair			400	285.00
CJEC/ACCESS Dues			350	305.45
Awards			500	100.00
Scholarships			1,500	1,500.00
ACCESS Grants			1,000	1,200.00
Student Section			1,000	500.00
PACE			250	
Engineers Week			100	75.00
Student Prize Paper			1,000	
Misc.			150	135.00
Total Expense			\$9,350	\$6,863.79
NET	(-626.26)	(-626.26)	\$(4,310)	\$(1,204.82)

2018 PACE REBATE CAP FOR REGION 2 SECTIONS

Total IEEE-USA PACE Project Allocation to Reg 2	\$11,486
Region 2 Membership (Dec 31, 2017)	25,808
50% of IEEE - USA Allocation	\$ 5,743
Basic Allocation per Section (50% figure /20)	\$ 287
50% Dist per Reg Member: (50% Figure / # R2 Mem	\$0.2225

SECTION	50% Dist of IEEE USA Fund / Section	50% Dist Per Reg 2 Member	Dec 31,2017 Section Membership	Weighted Allocation Per Section	Total Allocation
AKRON	\$287	\$0.2225	556	\$124	\$411
BALTIMORE	\$287	\$0.2225	3,871	\$861	\$1,148
CENTRAL PA	\$287	\$0.2225	485	\$108	\$395
CINNINNATI	\$287	\$0.2225	816	\$182	\$469
CLEVELAND	\$287	\$0.2225	1,062	\$236	\$523
COLUMBUS	\$287	\$0.2225	1,150	\$256	\$543
DAYTON	\$287	\$0.2225	991	\$220	\$507
DELAWARE BAY	\$287	\$0.2225	575	\$128	\$415
ERIE	\$287	\$0.2225	131	\$29	\$316
JOHNSTOWN	\$287	\$0.2225	121	\$27	\$314
LEHIGH VALLEY	\$287	\$0.2225	977	\$217	\$504
LIMA	\$287	\$0.2225	84	\$19	\$306
NORTHERN VIRGINIA	\$287	\$0.2225	4,352	\$968	\$1,255
PHILADELPHIA	\$287	\$0.2225	3,536	\$787	\$1,074
PITTSBURGH	\$287	\$0.2225	2,261	\$503	\$790
SOUTHERN NEW JERSEY	\$287	\$0.2225	163	\$36	\$323
SUSQUEHANNA	\$287	\$0.2225	678	\$151	\$438
WASHINGTON	\$287	\$0.2225	3,742	\$833	\$1,120
WEST VIRGINIA	\$287	\$0.2225	125	\$28	\$315
YOUNGSGTOWN	\$287	\$0.2225	132	\$29	\$316

NOTES:

1. Funds not requested by August 1 will be distributed in a manner determined by Region 2 Director
2. These are Matching Funds. At least 50% of the event cost is to be covered by the host section

Total Membership – Results through December 2017

Total Active Members by Section: December 2017									
	HIGHER GRADE MEMBERS			STUDENT MEMBERS			TOTAL MEMBERS		
REGION 2	2017	2016	% Change	2017	2016	% Change	2017	2016	% Change
Akron Section	487	521	-6.5%	69	104	-33.7%	556	625	-11.0%
Baltimore Section	3,571	3,660	-2.4%	300	356	-15.7%	3,871	4,016	-3.6%
Central Pennsylvania Section	337	342	-1.5%	148	136	8.8%	485	478	1.5%
Cincinnati Section	715	742	-3.6%	101	111	-9.0%	816	853	-4.3%
Cleveland Section	865	885	-2.3%	197	196	0.5%	1,062	1,081	-1.8%
Columbus Section	953	992	-3.9%	197	262	-24.8%	1,150	1,254	-8.3%
Dayton Section	832	876	-5.0%	159	184	-13.6%	991	1,060	-6.5%
Delaware Bay Section	467	463	0.9%	108	98	10.2%	575	561	2.5%
Erie Section	112	110	1.8%	19	31	-38.7%	131	141	-7.1%
Johnstown Section	109	109	0.0%	12	12	0.0%	121	121	0.0%
Lehigh Valley Section	866	885	-2.1%	111	126	-11.9%	977	1,011	-3.4%
Lima Section	68	62	9.7%	16	22	-27.3%	84	84	0.0%
Northern Virginia Section	4,102	4,291	-4.4%	250	306	-18.3%	4,352	4,597	-5.3%
Philadelphia Section	3,114	3,266	-4.7%	422	462	-8.7%	3,536	3,728	-5.2%
Pittsburgh Section	1,873	1,937	-3.3%	388	438	-11.4%	2,261	2,375	-4.8%
Southern New Jersey Section	136	142	-4.2%	27	27	0.0%	163	169	-3.6%
Susquehanna Section	586	611	-4.1%	92	107	-14.0%	678	718	-5.6%
Washington Section	3,410	3,514	-3.0%	332	366	-9.3%	3,742	3,880	-3.6%
West Virginia Section	98	113	-13.3%	27	23	17.4%	125	136	-8.1%
Youngstown Section	103	92	12.0%	29	37	-21.6%	132	129	2.3%
Grand Total	22,804	23,613	-3.4%	3,004	3,404	-11.8%	25,808	27,017	-4.5%



*IEEE-USA Professional Activities
2018 PACE Project Funds Request Form*

PROJECT INFO					
Project Title:					
Region:		Section/Area:		Chapter:	
Start Date:		End Date:		Project Location:	

CONTACT INFO	Section Chair	PACE Chair	Project Manager
Name:			
Email:			
Cell Phone:			

PROJECT DESCRIPTION	Project Type:	Expected Participation at the Event	
Brief Description:		IEEE Members	
		Non Members	
		TOTAL:	0

PROJECT ACTIVITIES AND FUNDING REQUIREMENTS			FUNDING SOURCES		
Activity	Date	Amount	Sources of Income	Amount	Detail
			Project Income:		
			Region:		
			Section:		
			PACE FUNDS:		PACE FUND REQUEST
			Other1 (specify):		
			Other2 (specify):		
			Other3 (specify):		
			Other4 (specify):		
TOTAL PROJECTED COST		\$0.00	TOTAL		\$0.00

NOTE: PACE projects are normally paid out at the end of the project. Advance payment is available on request.

Section Chair must approve this funding request via email submission of this form to the Region PACE Chair.

Region PACE Coordinator Signature

Date



IEEE-USA Professional Activities
2017 PACE Project Report Form

PROJECT INFO

Project Title:	0				
Select Region:	0	Section/Area:	0	Chapter:	0
L31 Report Link:					

CONTACT INFO

	Section Chair	PACE Chair	Project Manager
Name:	0	0	0
Email:	0	0	0
Cell Phone:	0	0	0

PROJECT DESCRIPTION

Project Type: 0

Brief Description:

0

1. Were the project activities carried out as planned?	Yes	If No, explain below.
2. Did they accomplish their intended objectives?	Yes	If No, explain below.
3. Was the project completed on schedule?	Yes	If No, explain below.
4. Were problems encountered?	No	If Yes, explain below.

Provide links to any photos below or insert on "Photos" worksheet:

Financial Report

Costs	Amount	Funding Sources	Amount
Budgeted Cost:	\$0.00	Project Income:	
Actual Cost:		Region Funds:	
Surplus/Deficit:	\$0.00	Section Funds:	
		PACE Funds:	
		Other:	
		TOTAL FUNDING:	\$0.00