

IEEE Alaska Section ExComm Zoom Meeting

Quick recap

The IEEE Alaska Section Executive Committee meeting focused on administrative updates and planning for upcoming events. The group approved meeting minutes from April and discussed financial reports presented by Patrick, including the current balance of approximately \$45,000 in the bank account and \$60,000 in long-term investments. Ken proposed changing the next section meeting from May 15th to May 22nd, and Mitch provided an update on discussions with Chugach Electric regarding a potential technical presentation. The committee reviewed plans for the upcoming ASEC conference, with Mitch noting the need to secure exhibit materials and volunteers for booth duty. They also discussed IEEE scholarship recipients from UAF and UAA, with Richard providing a positive endorsement of Sam Anderson from UAF. The conversation ended with a discussion about disposing of the section's outdated laptop and projector, with the committee voting to donate the equipment to an appropriate organization, likely through the Lions Club's connections with Green Star.

Next steps

Jeremie

- Ask Eleonora if she knows whether UAA has held elections for student officers and report back to the group. 📅
- Update the Engineer of the Year and Engineering Excellence Award entry forms and announce the updated timeline at the May section meeting. 📅
- Email Bob Seitz to confirm if he is interested in the Membership Development and/or Professional Activities roles and follow up at section meetings if no response. 📅
- Reach out to Robert to determine if the Lions Club (or similar organization) can accept the old section laptop and projector for appropriate disposal; report back if this is not possible. 📅

Ken

- Set up a Doodle poll to schedule a Saturday morning in-person meeting for the prior year audits at GCI Basecamp; send out poll within the next day or two. 📅
- Help with ASEC conference booth setup on the evening of May 19th if needed. 📅

Mitch

- Follow up with Chugach Electric (Julie Hasquet) regarding a possible June field trip and introduce Ken as the coordinator for section meeting arrangements. 📅
- Obtain biographical information (including mobile phone numbers) for IEEE scholarship recipients (Sam Anderson and Frank Zokou) and coordinate with Patrick to prepare necessary documents and W9s for the awards. 📅
- Acquire or arrange for IEEE "swag" and display materials for the ASEC conference booth; ensure items are ready for setup on May 19th. 📅
- Locate Alaska IEEE banner last seen at UAA Programming Contest
- Post the ASEC conference volunteer sign-up request and link it to the conference announcement. 📅

Patrick

- Send copies of the Treasurer's report to the committee. 📅

Collaboration

- Mitch and Eleonora: Continue work on linking the website to the archive area for permanent information display. 📅

Summary

ExComm Meeting Agenda Reorganization

The meeting began with Jeremie reorganizing the agenda based on previous discussions, moving action items under "Unfinished business." The group approved the revised agenda and meeting minutes from the April ExComm, with Ken noting a correction about IEEE debit cards rather than credit cards. Ken proposed adding the disposition of a section-owned laptop computer and projector to the agenda as new business, which was approved. The conversation ended with Jeremie reporting for the chair position and noting that past chair Nolan was unavailable.

Financial and Administrative Updates Meeting

The meeting covered financial updates and administrative matters. Patrick presented the treasurer's report showing year-to-date balances, with long-term investments at just under \$60,000 and the bank account at \$45,000. Ken raised concerns about the delay in transaction clearing and suggested exploring options to enter expenses before they clear the bank. Richard reported on recent UAF student elections and ongoing activities, noting he is waiting for the past president to input new officer information into the system. Gregory announced he would be out of the country for a month.

Meeting Date and Outreach Coordination

Ken proposed changing the meeting date from May 15th to May 22nd due to travel commitments and received approval from Mitch. The discussion revealed confusion about coordination of outreach to Chugach Electric, with Mitch having initiated contact about potential technical presentations and community solar projects without realizing Ken was also working on similar arrangements. Mitch agreed to follow up with Chugach Electric to introduce Ken to Julie Haskett and clarify that June or later would be a more suitable time frame for a potential field trip.

Meeting Scheduling and Audit Planning

The meeting covered several topics including meeting access, student activities, and upcoming audits. Ken confirmed that UAA meeting arrangements were still in progress and tentatively scheduled for May 22nd. The group discussed a suspicious participant who appeared to be an AI bot monitoring the meeting. Regarding student activities, Jeremie reported that Eleonora was absent but noted she had attended a graduation ceremony. Ken committed to setting up a Doodle poll to schedule an in-person audit session at his GCI office on a Saturday morning,

though no specific date was confirmed. Gregory mentioned he would be unavailable for about a month due to travel to Germany.

Conference Planning and Logistics Update

Ken provided an update on the Ocean's 27 conference planning, noting that they are waiting for the VP of Ocean Society to approve their budget before opening a concentration banking account. Jeremie mentioned that he completed and will submit the concentration banking form tomorrow. Regarding the ASEC conference, Ken and Mitch discussed the need for volunteers to man the booth and acquire display materials, with Mitch confirming the exhibit space is paid for and they are listed as exhibitors in the program. The critical path now is obtaining swag and display materials within the next two weeks, as Mitch noted the conference dates are the 19th through 21st or 22nd.

IEEE Conference Planning Updates

The team discussed scheduling conflicts with an upcoming IEEE conference, clarifying that it runs from May 19-21, with setup potentially happening Monday evening. Mitch confirmed he can handle his responsibilities after resolving recent issues. Regarding website updates, Mitch reported that Eleonora is handling routine updates and they are working on linking the website to the archive area for permanent information storage. Mitch also provided updates on IEEE scholarships, sharing that Sam Anderson from UAF and Frank Fotso Zokou from UAA were the recipients, and he will gather more detailed information to distribute in the minutes and work with Patrick on documentation including W9 forms.

Student Nominations and Membership Concerns

The executive committee discussed student nominations, with Richard providing a positive endorsement for Sam Anderson but noting the need for biographical information and W9 forms. The group identified a concern about Bob Seitz's involvement in membership development roles, as he had been added to positions without confirming his interest or attendance at executive committee meetings. Jeremie agreed to email Bob to clarify his interest in the positions and follow up if needed at future meetings.

Engineering Awards Timeline Adjustment

Jeremie proposed starting the Engineer of the Year and Engineering Excellence Awards process earlier, targeting July start instead of the usual November, with a goal to complete selections by August or September. He plans to update the entry forms and announce the changes at the May meeting. Ken declined additional recognition for his Engineer of the Year award, stating he already has a plaque and prefers not to receive an honorarium or gift card.

Equipment Disposal Planning Meeting

The group discussed disposing of an outdated laptop and projector that had been passed between chairs. Ken proposed donating the equipment to a non-profit organization, suggesting Green Star as a potential recipient. Jeremie agreed to contact Robert about the Lions Club's options for electronics recycling. The motion to dispose of the equipment through an appropriate channel was approved without opposition. The conversation ended with a brief personal update from Richard about his upcoming surgery.