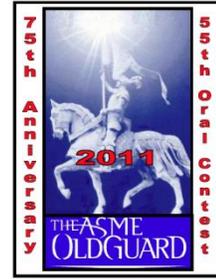


**Old Guard Committee
IMECE Congress Meeting
Salt Lake City – City Creek Marriott
November 10, 2019
Minutes**



November 10, 2019 8:30 AM Deer Valley Room III

In Attendance:

Dennis Armstrong – Chair
Bob Luna – Vice Chair
Hank Cook – Treasurer
M. Moman-Saunders – Secretary
Ed Seiders – Member
Rudi Landwaard – Member
Lynden Davis - Member

Guests:

Ty Booker
Evelyn Taylor
Erin Dolan
Gretchen Crutchfield
Brandes M. Smith

1) **Call to Order** - Welcome – Introductions: Dennis

The Meeting was called to order at 8:30.

2. Adoption of Agenda

The agenda was approved and adopted.

3) Approval of Minutes from June 2019 Annual Meeting & the 06/13/19 Telecom

Ed Seiders motioned to approve the Annual Meeting minutes and Bob Luna seconded the motion. The committee approved. Hank Cook motioned to approve the minutes from the June 13 telecom and Ed Seiders seconded. The committee approved.

Action Item: M. Moman-Saunders will convert the minutes to PDF and post to the Old Guard website

4) Approval of the Annual Report

Rudy Landwaard motioned to approve the Annual Report prepared and circulated by Bob Luna and Ed Seiders seconded the motion. The committee approved the motion.

Action Item: Bob Luna will convert the report to PDF and post to the Old Guard website

5) Lessons Learned from Saturday Oral Competition finals:

- Scoring sheet review comments: The judges had no comments, even with additional probing.
- It is important to speak slowly. There were no speed presenters during the Oral presentations yesterday.
- The judges schedule worked. Having a break between the speakers was a good addition.

- The feedback form will be used again since there are no comments.
- Brandi Smith stated that the Oral Competition rules need to be posted immediately. There were a couple of changes - the host obligation has been changed to the staff obligations. Some dates were also changed. Ty Booker will update the Old Guard website.
- Eight of the ten students attended the breakfast and the competition. One student had a family conflict and we did not hear from the other student.
- The standup tables and buffet did not allow the close personal conversation that were had the last two years. In the future, we would like to sit down at table. Hopefully, this will encourage the students to stay and engage in more conversation.
- There were suggested changes to the wording in the package of information to the students.

6) Lessons learned from the Connect Event:

- The speakers could not get the attention of the crowd because of the talking. Need to get better control of the audience.
- The Connect event should be staged to minimize the conversation and the food should possibly come after the speakers.
- The funding of the event was discussed during a teleconference in August. The sponsors were the Old Guard and SCD. Ty Booker is going to have a debrief meeting and include The Old Guard Committee in the planning of the next event.

7) Financial Report & Mid-year Budget Review: FY-19 Year End September Month End Ledger & Foundation, and Fund Raising

The cost of the four IMECE Oral trophies need to be added to the FY 21 budget. The plan will be reviewed in detail at the upcoming annual meeting.

Hank Cook informed the group that he tried to contribute to the Old Guard by calling in to the ASME Help line and was told no. He was informed that he could only contribute to the Foundation. There have been some donations made to the Old Guard likely because a Foundation solicitation was recently sent out, thus the \$700. Ty Booker and Gretchen Crutchfield will work together to send out a note of thanks and a calendar to each contributor.

The Old Guard manages the endowment of several awards

- Early Career
- Student Sections Faculty Advisor, and
- The Williston

8) E-Fest 2020 Status & 2020 Planning:

Chair Armstrong reviews Potential E-Fest Assignments based on email returns from his earlier call letter.

India	02/28/20	Davis
Michigan State	04/03/20	Cook; Moman-Saunders; Seiders; Davis
Georgia Fairgrounds	04/24/20	Armstrong; Moman-Saunders; Davis
Mexico City	10/22/20	Armstrong; Seiders, Landwaard

Additional E-Fest Items

- Check out the E-Fest/E-FX website
- Erin Dolan will create a page like the Student Design Competition page for the Old Guard Oral Competition
- Erin Dolan suggested that the committee handle the questions about the Old Guard contest.
- The wording about the poster contest will remain on our webpage, as a way, to keep the concept alive.
- The wording on the Old Guard page, has been updated to say, "Oral Presentation Competition". The Elevator Pitch wording will be added.
- The name "*Old Guard*" will be removed from all competition on the website.
- Dennis will ensure all E-Fest pages are updated.

9) New for E-Fest 2020 - Elevator Pitch

The Elevator Pitch, an impromptu contest, will be tested at the E-Fx, which will be held in two weeks at Rutgers University.

Potential Topics:

- Tell us how your involvement has prepared you for the future
- Tie the topic to drone technology: Give us one idea on how drones can speedup something.

The topic will be created by the E-Fest Steering Committee and be launched soon.

10) Path Forward – Funding Solicitation – Policy P2.7

The paragraph in Section IV, Definition and Scope may have been drafted by John Mulvihill. Dennis Armstrong, Hank Cook, Bob Luna, and Monica Moman-Saunders are the adhoc committee that worked to draft a response to this issue. Evelyn Taylor stressed the importance of clearly stating:

- What new are you doing?
- Re-adjusting the name of the competitions
- Pie in the sky means, what are you doing to invigorate the membership and students
- Are we leaving money on the table because they only give to the old guard?

Fundraising support

Recent release of the new text of Policy P2.7 permits the professional sections to solicit up to \$5000 for special local projects. After much discussion, the committee believes this give the Old Guard the ability to fund raise. Rudy Landwaard Motioned: That the GEC/MDC Sector support an Old Guard Petition seeking ability to solicit directly to the Dues Exempt membership cohort as permitted by Policy P2.7; V.B.1. Hank Cook seconded the motion and the committee approved.

Other Facts about Old Guard Donors:

- Average donations have been around \$50
- Old Guard donors give in smaller increments than foundation donors

There are approximately 20,000 dues exempt members (provided by Evelyn)

Other items:

- Tomorrow when presenting to Group Engagement Committee, Dennis should mention the contest name changes, and
- There are five North American regions and four International regions.

11) Operating Guide - Revision I:

The committee was asked to vote to accept the updates to the Operating Guide, which was emailed to the members by Bob Luna. Rudy Landwaard motioned that the updates be accepted. Hank Cook seconded the motion and the committee approved.

12) Williston Award Status:

Monica Moman-Saunders and Lynden Davis reported on the various conference calls with the Williston Committee led by Nicole Kaufman-Dyess from the General Awards Committee. In summary, her committee came up with three options for the award. Each option recommends an-increase to the award. The minimum endowment required to give one of the newly recommended options is \$75K. The other two options require an endowment of \$150K. For the more detail, please refer to Attachment "A".

The committee raised the question, 'Can the Old Guard get the money back from the Williston award, if Nicole is unsuccessful in getting the money to fully fund the award?' It was motioned by Bob Luna that the committee seek to immediately move the \$20K back to the Faculty Advisor Award endowment fund where it came from. It was seconded by Rudy Landwaard. The committee voted and the motion failed.

It was decided to wait for the next steps from Nicole. It was also noted that no one has the authority to spend any of the money since the Old Guard is the fund manager.

13) Status of New Sector - Group Engagement Committee transition to Member Development & Engagement Sector

The Board of Governors voted earlier today officially making the Old Guard Committee a part of the Group Engagement Committee (GEC). The Old Guard is listed in the Operating Guide and contact list provided by John Mulvihill. One more reading by the BOG is required before transitioning into the new Member Development & Engagement Sector. This will likely occur early in 2020.

Dennis Armstrong shared the presentation he will present at the GEC meeting tomorrow.

14) New Business

- Membership: Bob Luna is considering ending his membership in June 2020.
- Evelyn Taylor let the committee know that she is here to assist us.

The meeting was adjourned at 2:48 PM

Sunday Activities - Main Reception 5:30 PM

Respectfully Submitted,

**Monica Moman-Saunders
Old Guard Committee - Secretary**