

**Old Guard Committee
Annual Meeting
Vancouver, British Columbia - Canada
JW Marriott parc
(Burrard room on the 4th Floor)
June 3, 2018**



June 3, 2018 8:30 AM

1) Call to Order - Welcome - Introductions – Dennis

Meeting called to order at 8:40 AM with introductions.

In attendance:

Dennis Armstrong - Chair

Bob Luna – Vice-Chair

Hank Cook - Treasurer

John Singleton – Secretary / Historian

Ed Seiders – Member

Rudi Landwaard – Member

Monica Moman-Saunders – Member

GUESTS:

Mairi Brown - ASME Staff

Tom Pestorius - ASME Foundation

Lynden Davis - ASME Foundation

2) Foundation Path Forward - Tom Pestorius & Anand Sethupathy (absent due to emergency family illness)

Foundation is holding funds in an OGC Early Career Award Account and with Board approval, will move the funds to the OGC General account.

Motion made and approved to work with The Foundation on rewriting the goals and objectives to work with both the Foundation and OGC.

The Old Guard request from November 19th letter for a \$20,000 grant to support the Williston Award was also discussed, and it was evident that a Foundation grant was unlikely.

We could be a part of the foundation in some form - some type of subset. Must be explored. Fund raising will not be separated from the foundation. However, Old Guard must have a path to the money.

3) Adopt Agenda – proposed additions

Approved and adopted.

4) Approval of minutes from Tampa Congress - John

Draft Distributed by email on 11/15/2017

Moved, seconded, and approved to adopt as written.

Action item: John to post to OGC website.

5) Financial Report - Hank & Dennis

Dennis presented an overview of all accounts.

6) E-Fest 2018 Report from 6/6 Telecom

West = Dennis, Presented photos of the E-fest West facilities. Held at a fairground. Two rooms of oral competitions. Last minute volunteer judges. There were 639 with 500 picking up badges. There are four (First and Second) winners that were invited to Congress.

East = John, Held in a large sports coliseum to conduct the meeting. Jen Jewers (is a poster child for Old Guard). Staff had less than one month between the two conferences.

- During oral competitions, there should be no distractions. There was applause and cheering as the room overlooked the gym where the robotics competitions was going on. Should the old guard setup some guide lines for setup/layout?
- Finding judges at a late date. The host should find the judges, and a designated time keeper. We will have a time keeper for our run offs.
- Personal evaluation form was quite valuable. Fast speaking has been a problem.
- One of the university's had a big cheering squad. When they finished speaking, they all left. This is distracting to other competitors.

- There was a sportsmanship award for HPV, should there be one for the OGC? Just a thought. There will be a rule evaluation review.

South America = Ed Registration is open

- Can we add a button for Oral competitions? Staff is working on 2019.
- The block for hotels is for staff and volunteers.

Brandes Smith and Jen Jewers (E-Fest Chair) = 2019 E-Fest lineup provided proposed venues for 2019. West is possibly back to Calif. East - Michigan State. South American - Peru. No contracts are in place yet.

Proposed doing a video version of poster competition. Valentina Alayon had proposed electronic submission. Three minute elevator speech, oral, video, how quickly can you get your idea across, can it be digitalized?

7) OGC “Annual Plan” Program and FY19 Proposed Budget Review PPT – Dennis

Presented OGC finances and proposed spending for fiscal year 2019 with individual worksheets for each Old Guard program area. Could have up to 5 E-fests. (2 US and 3 International).

Motion to change “will” to “may” for membership upgrade and limit member upgrade to first place winner only was made, seconded, and passed.

Motion to accept the revised spreadsheet to reflect the increased cost for international travel and prize awarded was made, seconded, and passed.

Motion to accept the Oral Competition spreadsheet to reflect the travel costs for contestant travel was made, seconded, and passed.

Motion to accept the spreadsheet for additional cost at Congress was made, seconded, and passed.

Motion to accept the Poster Competition expense spreadsheet for additional cost for increasing from 3 to 4 placements and increasing prize was made, seconded, and passed.

Motion to accept the spreadsheet for Early Career Award was made, seconded, and passed.

Bob will work with Early Career Programming Committee to get the operating guide more functional.

Motion to accept the spreadsheet for Future ME Award was made, seconded, and passed.

Motion to accept the spreadsheet for Charles T. Main Award transportation to Congress was made, seconded, and passed.

Motion made to have the two Early Career awards be made into three (Early Career, student faculty advisor award, and Williston award.) to cover the dedicated awards. We must work with Early Career Programming Committee. Future ME mini talks.

Action item: Bob Luna and Monica Moman-Saunders will work on this.

Motion made to have Dennis inquire to Honors and Awards on allowing the melding of the awards made, seconded, and passed.

Action item: Dennis to write letter.

Student Faculty Advisor award is over funded. There are not a lot of applicants.

Information goes out to all student sections. However, the application is very long and takes a lot of time of the students. This goes through the general awards committee.

Motion to accept the spreadsheet for Outstanding Student Section Advisor Award was made, seconded, and passed.

Action item: Ed to study and report on Outstanding Student Section Advisor Award on what can be modified to make it conform to current needs.

Motion to accept the spreadsheet for OGC Operations made, seconded, and passed.

8) Williston status & path forward - We asked for \$20K one time grant from the Foundation. The likelihood of getting the money is slim. We will fund the first place winner to congress for this year from the General Ledger. We made a commitment to keep this award active. Another line will be added, \$4500 will be the amount. Motion to accept the spreadsheet for Arthur L. Williston Metal Award to fund for one year (FY

2018) only and provide winner travel cost to Congress was made, seconded, and passed.

9) 2019 Pocket Calendars – Bob

Action item: Monica to check with LaTonya on printing options for the Old Guard Calendar due by June 25.

10) OGC Membership terms & officers – All

All, but one, of the current members will serve another term. We will select one new member as John Singleton is stepping down due to medical reasons. All officers agreed to continue with Monica Moman-Saunders as the Secretary position replacing John. Emeritus Members - should write something in the guide to consider no more than three years of inactivity.

John will become an emeritus member. Lee Durbetaki will be removed. The list will be sent out.

The operating guide review and update

Old business - possibly have a young engineer participate in the old guard. Could possibly be a member at large. Funding may not be required.

Action item: Layla Bob will follow up with us on this task.

Adjourned by 4:00 PM

Respectfully submitted – John Singleton, Secretary OGC