



Houston Engineers Week Committee
Meeting Minutes - September 10, 2009
LAN, 3rd Floor Conference Room

Attendees: Nancy Blackwell, Monica Quintana, Becky Harper, Daniel Falkenstein, Franco Puentes, KP Jonnalaggada, Bria Whitmire, Charles Shumate, Sydney Ealand, Liz Parent, Katherine Mears, Ed Hohlt

Call to Order: 5:30 pm

1. The Committee reviewed the 2009-2010 draft roster. Those in attendance provided new/updated contact information. It was noted that we do not have a General Vice Chair yet and recommendations were solicited.
2. The Committee reviewed the 2009-2010 calendar.
3. The Committee reviewed the 2008-2009 financial summary. Actual revenues totaled \$54,617.15 and actual expenses totaled \$51,306.29, for a total gain of \$3,310.86.
4. Committee Reports:
 - a. Secretary: Kristin White was volunteered to serve as Secretary for the Committee.
 - b. Finance: Katherine Mears will serve as the Chair. She requested that all committee budgets be submitted to her attention as soon as possible.
 - c. Publicity: No discussion.
 - d. EOY Banquet: Franco Puentes will serve as the Chair. A contract is currently being negotiated with the Hilton Americas hotel downtown.
 - e. YEOY Banquet: Liz Parent will serve as Chair. Jillian McClanahan and Sydney Ealand will serve as Co-Chairs. Locations to host the event are being investigated.
 - f. Student Awards: Daniel Falkenstein will serve as Chair. The event will be at PVAMU this year.
 - g. Reservations: Ed Hohlt and Kristin White (in absentia) volunteered to serve as Co-Chairs.

Engineers Week General Chairman:

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- h. EOY Selection: Jimmie Schindewolf will serve as Chair and Bill Fendley and Harold Cobb will serve as Vice Chairs.
 - i. Auxiliary Brunch: Becky Harper is the Auxiliary President and representative to the Committee. The Auxiliary is moving forward with plans for this event.
 - j. Awards: Charles Shumate will serve as Chair and Melissa Henderson will serve as Vice Chair.
 - k. Future Cities Competition & MATHCOUNTS: We need to identify a representative to advise the Committee on Future Cities activities. Nancy Blackwell reported that the first MC mini-comp is scheduled for October 31, 2009.
 - l. Silent Auction: Trisha Frederick will serve as Chair.
 - m. Website Update: Bria Whitmire will serve as Chair and KP Jonnalaggada and Franco Puentes will serve as Vice Chairs. The site needs to be updated with new information. KP will coordinate transfer of the site registration to someone on the Committee.
5. No other business discussed.
6. The next Committee meeting will be October 8, 2009.

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