

Society of Women Engineers – Rochester Section Meeting Minutes
07/09/2013

- I. **Call to order:** Carol Richardson called to order a meeting of the Rochester Section of SWE at 7:05 p.m. on July 9, 2013, at her house. The following persons were present: Susan Aurand, Jodi Carville, Jeanne Christman, Marca Lam, Carol Richardson, Mary Steblein, and Jacqueline Tyson.
- II. **Approval of minutes:** No minutes were submitted for approval.
- III. **Treasurer report:** J. Tyson reported the section has not paid for the RES scholarship yet. D. Lubin has not cashed the check for Sojourner House. J. Tyson is looking into applying for NYS tax exemption. C. Richardson to sign financial report so it can be submitted to SWE Headquarters. Report was unanimously accepted.
- IV. **Election Results:** The following members were elected: C. Richardson – president, J. Tyson – treasurer, M. Lam – secretary, M. Steblein – SWE Representative. The following members agreed to continue or accept positions: J. Carville – vice-president, J. Christman – scholarship chair, S. Aurand – newsletter publisher, C. Hanzlik – membership chair.
- V. **Calendar:** C. Richardson will start the calendar for 2013-14, which will include report due dates. Tentative calendar:
 - a. September – Sustainability Tour
 - b. October – Annual Conference and Gathering of Professional Women
 - c. November – unknown, joint meeting with AAUW?
 - d. December – ROC-the-day Fundraiser, joint happy hour with RES?
 - e. January – no meeting
 - f. February – UNO’s fundraiser? Delta Academy, Delta GEMS
 - g. March – Science Saturday, Regional Conference
 - h. April – RES Gala
 - i. May – Annual Meeting
- VI. **Old Business:**
 - a. SWEeter data base – tracks volunteer hours. J. Carville will be new administrator.
 - b. J. Carville to send Science Saturday budget to J. Tyson. WE@RIT sponsored event.
 - c. Membership - no report.
 - d. Audit done for FY12. Schedule FY13 for August 2013. M. Lam, S. Aurand, and C. Richardson will audit for FY13.
 - e. All officers have copies of bylaws and the report was reviewed.
- VII. **New Business:**
 - a. Meetings will be held the 2nd Tuesday of the month at RIT.
 - b. Items for September – Bus to Annual Conference. If want to ride along, contact M. Lam by Oct. 1, 2013. Cost will be \$100/seat for round trip.
 - c. Goals for FY14 – nominate someone for Young Engineer of the Year.
 - d. Website – M. Lam to look into getting a web page through the SWE website.
 - e. Joint venture with RIT/SWE Rochester. M. Lam to talk with C. Amendola (president) about Habitat building for this year. M. Hadley to be invited to talk to the SWE Rochester section in August.
 - f. J. Carville presented some samples of WE@RIT shirts, so that the committee can choose which type will be ordered. The shirts will have the SWE logo, reference the Rochester section, and will be paid for by individual members wishing to receive one. J. Carville will send email with three choices to committee, from which final selection will be chosen.
- VIII. **Adjournment:** C. Richardson adjourned the meeting at 8:30 p.m.

Minutes submitted by: M. Lam