

# Engineers Roundtable September Meeting Minutes

Date: December 14, 2011

Time 11:30 am

Location: Lamp Rynearson

Attendees: Chris Langan, Roger Figard, Elizabeth Hunter, Jeff Stevens, Frank Pruitt, Andrew Lang, Ron Ostendorf and Donn Shaffer

Agenda:

- I. Introductions: done
- II. Review speaker will be Jody Farhat about 2011 Flood Related topic
- III. Save the Date: Please send out save the date information to your groups and companies.
- IV. Displays: Jeff Stevens reviewed the costs of tables for and linens and the Roundtable agreed to raise the cost of displays of companies to \$50 for companies and \$35 for organizations. This increase is based on renting tables as we partner with robotics group. Jeff will also get out an invitation letter to companies and groups explaining the changes and benefits of displays.
- V. Guest Invitations: Roger Figard will review the dignitary list and will send out invitations on City of Lincoln letter head. The roundtable will reimburse for postage.
- VI. Proclamations
  - a. Andrew Lang will coordinate the Omaha proclamation with Omaha North and Mayors office
  - b. Terry Smith will coordinate the Council Bluffs Proclamation
  - c. Waiting on confirmation that ACEC will coordinate the Nebraska and Lincoln proclamation.
- VII. Caterer: Hyvee will cater our meals this year below is summary of the costs:

| Selection | HyVee Charge | E Week Charge 2011 | Proposed E Week Charge 2012 |
|-----------|--------------|--------------------|-----------------------------|
| Beef      | \$32.79      | \$27.00            | \$33.00                     |
| Salmon    | \$31.33      | \$29.00            | \$32.00                     |
| Chicken   | \$30.33      | \$25.00            | \$30.00                     |

Please note the charges for 2012 are being proposed by me. **I am asking for approval or suggestions on this charge so that we can get the invitation and fliers sent out soon.**

In the past we subsidized a portion of the meals but the meal costs keep rising so I am proposing to raise what we charge for the meals to cover the costs and not make the roundtable pay a portion of each meal. In an effort to keep one meal at \$30 I am proposing a small subsidy of the chicken.

VIII. Financial Contributions: Please talk to your group about their financial contribution that is our means of income. It was estimated that the average donation is \$150. The typical donation is \$100 but some organizations typically contribute more and on occasion an organization has contributed less.

IX. Additional Items

- a. If anyone know of an organization or individual that wish to join the roundtable please invite them. It is always nice to have new ideas and energy.
- b. Future meetings will tentatively be:
  - i. Jan 11
  - ii. Feb 8