

**SOCIETY OF MANUFACTURING ENGINEERS**  
**Ann Arbor Chapter #079**  
**Executive Committee Meeting Minutes**  
**September 4, 2007**

**Attendance:** \* Indicates attendance.

* Ed Abbott	Member, Chapter 079	<a href="mailto:edabbott1940@yahoo.com">edabbott1940@yahoo.com</a>
* Jim Beavers	Past Chairman, Events & Awards	<a href="mailto:beaversjim@aol.com">beaversjim@aol.com</a>
Robert (Rob) Butts	Certification Chair	<a href="mailto:rbutts2@visteon.com">rbutts2@visteon.com</a>
Jim Eubank	Chair-Elect	<a href="mailto:jgeubie@yahoo.com">jgeubie@yahoo.com</a>
Mitchell Goodkin	Member, Chap 079	<a href="mailto:mgoodkin@umich.edu">mgoodkin@umich.edu</a>
* Bob Heller	Past Chairman, Special Activities	<a href="mailto:bheller@lectronics.net">bheller@lectronics.net</a>
* Nigel Holmes	Secretary	<a href="mailto:nigel.holmes@federalmogul.com">nigel.holmes@federalmogul.com</a>
* Leo Koziol	Treasurer	<a href="mailto:lkoziol@comcast.net">lkoziol@comcast.net</a>
		<a href="mailto:lkoziol@arrow.com">lkoziol@arrow.com</a>
* Matthew Maj	Vice Chair	<a href="mailto:Mmmaj1227@yahoo.com">Mmmaj1227@yahoo.com</a>
* Dave Steele	Membership Consultant, SME HQ	<a href="mailto:Dave.H.Steele@saint-gobain.com">Dave.H.Steele@saint-gobain.com</a>
* Sandy Stewart	Chair	<a href="mailto:sstewar3@gmail.com">sstewar3@gmail.com</a>
* Doug Wetzal	Past Chairman	<a href="mailto:Doug@protomatic.com">Doug@protomatic.com</a>

**Call to order:**

Sandy Stewart called the meeting to order at 6:25 pm.  
Nigel Holmes recorded the meeting minutes.

**Secretary's Report:**

The Minutes for June were submitted with a Motion to accept proposed by Matt Maj, seconded by Jim Beavers.

**Treasurer's Report:**

- ◆ \$5,964.24 is the checking account balance as of September 4th, 2007.

**Vice-Chair's Report:**

- ◆ No report.

**Committee Reports:**

- ◆ **Certification:** Jim has been trying to obtain certification numbers for members but has made no progress – HQ won't release the records. Ed will follow up with Headquarters to ask why this information can't be made available.
- ◆ **Bulletin:** Ed sent it out 9/4 but not is able to reach all members as they don't provide current email addresses.
- ◆ **Special Events:** Bob is working on a location for Christmas dinner but not all information is available yet. Probably either North Point restaurant in Dexter or Ann Arbor Country Club. Nigel Holmes asked if a different date could be arranged. The meeting agreed that it could be Dec 4, 5 or 6<sup>th</sup> and depended on restaurant availability.
- ◆ **Membership:** 8 new members since June. Matt Maj has been trying to contact those members who have not renewed.
- ◆ **Constitution and Bylaws:** No report. There was discussion of procedure for selecting the officer nominating committee. Bob Heller reviewed the SME Governance rules which say that the nominating committee should be selected in when the new committee takes over. For Chapter 79 this would be January.

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Ed Abbott presented a proposed clarification of Chapter officer roles for discussion. Added certification and webmaster responsibilities. Jim asked if education should also be covered. Ed to check.

- ◆ **Student Chapters:** The September meeting at the U of M is an opportunity to invite students and talk about the benefits of SME membership. Nigel Holmes to discuss with Prof Shih possibility of taking to students about the benefits of SME membership. Sandra offered to assist with this.
- ◆ **Executive Committee Nominees:** The nominating committee will be chaired by Doug Wetzel.

**Meeting Management:**

- ◆ September 20<sup>th</sup> - U of M tour
- ◆ October 18<sup>th</sup> - presentation on Risk Management in the IT World. Jim Beavers to investigate using a meeting room at the South Lyon Big Boy.
- ◆ November 15<sup>th</sup> – NuStep tour 5111 Venture Drive, Ann Arbor, Executive Committee election
- ◆ December 4<sup>th</sup> – Christmas party and officer installation
- ◆ Jan 17 Unimerco, Saline
- ◆ Feb 21 Gestamp Hardtech, Mason

**Old Business:**

- ◆ **Christmas party:** Bob Heller advised that it was too early to select a venue.
- ◆ **Leadership Boot Camp.** Jim Eubank will be attending the Columbus OH event (September 14-15).

**New Business:**

- ◆ Bob Heller advised that the future of Chapter 109 is in doubt and asked if Chapter 79 would be prepared to pick up MSU liaison. The meeting agreed that this would be acceptable.

**Next Executive Committee Meeting:**

- ◆ The next meeting will be held at 6.30 p.m. on Tuesday, October 2<sup>nd</sup>, 2007 at Saline Lectronics, Saline, MI.

**Adjournment:**

Motion to adjourn was made by Leo Koziol and seconded by Jim Beavers.

Meeting was adjourned at 7:25 pm.