



# Society of Plastics Engineers, Milwaukee Section

## Minutes for the Milwaukee SPE Board of Directors Meeting

Tuesday May 10, 2016 – 5:30 PM

Western Racquet Club, Elm Grove, WI

1. Call to Order and Welcome Comments..... Mr. Bennett

a. Mr. Bennett announced the results of the recent membership election for open positions on the Board of Directors and for the Councilor position. Mr. Menna was elected to the Councilor position. Mr. Butterbrodt and Mr. Bennett were elected to additional terms to fill the open positions on the Board.

2. Roll Call..... Mr. Krauski

a. Roll Call made by Mr. Krauski. Attendance at this meeting is listed below:

P	Mr. Attwell	P	Mr. Menna	E	Mr. Manley
P	Mr. Lund	P	Mr. Krauski	P	Mr. Bennett
P	Mr. Butterbrodt	P	Ms. Nehls	P	Mr. Miller
P	Mr. Hill			P	Mr. Rick Krauthoefer

b. A quorum of the elected voting members was present at the start of the meeting at 5:36 p.m. and business was conducted.

P	Mr. Ciezki	E	Mr. Vedula	P	Mr. Vander Zanden
P	Mr. Doern	E	Mr. Kambouris		

Special Members of Committees, Ad Hoc and Visitors

3. Review of Minutes..... Mr. Krauski

a. Motion made by Mr. Bennett and second made by Mr. Miller to approve the minutes from the March 8, 2016 Board of Directors meeting. A voice vote to accept the meeting minutes was unanimous. Minutes that are approved will be posted on website sent to webmaster with cc: to president.



# Society of Plastics Engineers, Milwaukee Section

4. Treasurer's Report.....Mr. Butterbrodt
  - a. Mr. Butterbrodt referred Board members to budget handout sheet for budget line item detail (see attached budget sheet in Appendix). Mr. Butterbrodt reported that budget as shown did not include expenses from the April 13, 2016 Education Night meeting. Mr. Butterbrodt also noted that General Office expense exceeded the budgeted amount due to the purchase of an inventory of pens, which will be handed out as gifts to invited meeting speakers. He also explained that the Newsletter expense of \$4,000 represented expenses associated with the website upgrades that were recently completed. Mr. Butterbrodt noted that our budget format maintains Education Night expenses as a separate line item. Current checking account balance reported as \$18,856.06 and savings account balance as \$26,837.41, totaling to a Net Worth of \$45,693.47.
  - b. Mr. Attwell requested that the Materials Auction line item be removed from the budget because it is not part of the Section budget, it is part of the Education Foundation budget. All Board members agreed.
  - c. Mr. Attwell requested that the Vendor Night line item be removed because we no longer hold a Vendor Night event. All Board members agreed
  
5. Report from Councilor.....Mr. Hill
  - a. Mr. Hill mentioned that the next Councilor meeting would be held in two weeks in Indianapolis.
  - b. Mr. Hill passed around for the Board members review a copy of the SPE – National 3-year Operating Plan. He noted that for 2015 there was an approximately \$268,000 loss. And he mentioned that a smaller loss is projected for 2016.
  - c. Mr. Hill passed around for the Board members review a copy of the SPE – National 3-year Deployment Plan (i.e. a plan of who is responsible for what). He mentioned that the Deployment Plan will be a topic of discussion at the upcoming meeting.
  - d. Mr. Hill expressed his opinion that the many changes at SPE-National that were taking place were positive in that they were making people and committees accountable for what they are assigned to do.
  
6. House Report..... Ms. Nehls
  - a. Ms. Nehls reported student attendance at the Education Night event as being lower than last year. She cited the lack of attendance by UW-Platteville students as probably being the biggest factor impacting attendance.
  - b. Ms. Nehls noted that the catering expense was significantly less than last year, and as a result our monetary loss was less at only \$592.
  - c. Ms. Nehls reported that a total of \$5,250 in scholarship awards was handed out at the event. And she mentioned that this news will be reported in several plastics industry publications.
  - d. Mr. Ciezki mentioned disappointment in the fact that only one of the four students who won essay contest awards was present at the meeting to receive the award. The Board members discussed this issue and concluded that the time students spent in researching and writing their essay was more important than their attendance at the Education Night event.
  
7. Membership Report.....Mr. Manley
  - a. Mr. Manley was not present.



# Society of Plastics Engineers, Milwaukee Section

- b. Mr. Bennett suggested that Milwaukee SPE adopt a practice of Chicago SPE in regard to new members. When a new member joins, Chicago SPE sends them a “Welcome Letter. He also mentioned that Chicago SPE provided us with a copy of their Welcome Letter and offered that Milwaukee SPE could use it as a template.
  - c. Mr. Bennett reported that Kathy of SPE National told him that section rebate checks were sent out in April and that the approximate rebate amount was \$500 per quarter
  - d. Mr. Hill made a motion that the section offer new members free registration for one technical meeting. The motion was seconded by Mr. Bennett. Through discussion the motion was modified to define the starting time for the offer as September 2016. A vote was taken and the Board voted in support of the motion.
8. Program Report.....Mr. Miller
- a. Mr. Bennett reported that the social night will be held at Champps Americana on the night of May 26<sup>th</sup>. This is a change in date from the original date of June 9<sup>th</sup>. Stephanie Sutton will be a guest speaker at the event.
  - b. Mr. Hill mentioned that there will be an open bar for part of the night and that the food to be served will be an Italian buffet.
  - c. The results of the March TopCon event that was co-hosted by Chicago SPE were reported by Mr. Bennett as: 135 attendees, \$9,249.01 in revenue for Milwaukee SPE, and 5 new members signed up by Chicago SPE.
  - d. Mr. Attwell pointed out that we have the capability to announce new members on our website.
  - e. Mr. Lund suggested that we offer new members the option of placing a short biography on our website.
  - f. Mr. Bennett closed out the Program Report discussion with a request that board members think about events to add to next year’s program schedule.
9. Webmaster Report..... (position vacant)
- a. Mr. Bennett reported that the new website is working well and has been demonstrated to be successful in processing registrations for the golf outing.
  - b. Mr. Bennett reported that the Marek Group has requested an increase in the fee from \$150/mo to \$240/mo for monthly updating of the website, because the amount of work required for updating is larger than anticipated. Marek also offered to perform email inquiry routing for an additional \$80/mo. This topic initiated discussion of what fees we were paying last year when Mr. Merz was handling the website. Mr. Butterbrodt confirmed that the fee for Mr. Merz services was more than what the Marek group was requesting. Mr. Butterbrodt also suggested that we might consider creating the position of a Social Media chairman that would be responsible for handling the email inquiry routing in order to save the \$80/mo. fee that Marek had proposed. Mr Menna volunteered to take on the task of routing the email inquiries. Mr Attwell made a motion to approve payment of a maximum of \$240/mo to the Marek Group starting in May 2016 with a Board review of the fee in May 2017. Mr. Miller seconded the motion. Following a brief discussion a vote was taken and passed with all Board members voting in favor of the motion.
  - c. There was a brief discussion on how well PayPal was functioning in comparison to WEPay.



# Society of Plastics Engineers, Milwaukee Section

## 10. Newsletter Ad Report..... Mr. Attwell

- a. Mr. Attwell reported that all ads appearing on the website are now up-to-date in terms of the only ads that appear on the site are ads for which the ad fees have been paid.

## 11. Social Report .....Mr. Kambouris

- a. Mr. Kambouris was not present. Mr. Bennett reported that the website was properly functioning to process golf outing registrations.

## 12. Milwaukee SPE Office Report.....Mr. Doern

- a. Mr. Doern reported that no correspondence had been removed for the office files
- b. Mr. Doern reported that all the SPE awards that were in the office were given to Mr. Miller so that a picture of the collection of awards could be taken.
- c. Mr. Miller mentioned that he was working to get the awards photograph taken.
- d. Mr. Doern mentioned that he had located one additional award that he would give to Mr. Miller.

## 13. Education Committee Report.....Mr. Ciezki

- a. Mr. Ciezki commented that the Education Night event was a good event and that he heard several positive comments from the attendees.
- b. Mr. Ciezki suggested that for next year's event we push harder to get vendors to pay a table top fee.
- c. Mr. Ciezki reported that all expenses for the event have been paid.
- d. Ms. Nehls mentioned that she had delivered the MGS check to cover the scholarship amount that MGS funded.
- e. A discussion was conducted on the topic of investigating the use of Ms. Sheri Rukes, Plastics Ambassador out of Libertyville, IL, as a speaker at some of Milwaukee – SPE's target schools in 2016-2017

## 14. SPE Education Foundation Report..... Mr. Attwell

- a. Mr. Attwell reported that there had been no new activity at the Foundation since the last meeting.
- b. Mr. Attwell reported the current Foundation account balance of \$867,487.83, which was an approximate \$25K increase from the amount reported at the last Board meeting.



# Society of Plastics Engineers, Milwaukee Section

- 15. Unfinished Business.....Open Discussion
  - a. None

- 16. New Business.....Open Discussion

- a. Election of Officers was conducted:
  - Mr. Attwell nominated Mr. Butterbrodt for the office of Treasurer. Ms. Nehls seconded the nomination motion. Vote was conducted and passed in favor of Mr. Butterbrodt as Treasurer.
  - Mr. Attwell nominated Mr. Bennett for the office of President. Mr. Miller seconded the nomination motion. Vote was conducted and passed in favor of Mr. Bennett as President.
  - A call for nominations for the position of President elect failed to produce any nominees.
  - Mr. Krauski announced that due to continuing health problems he was resigning his position as Secretary. Mr. Attwell nominated Mr. Krauthoefer for the office of Secretary. Mr. Bennett seconded the nomination motion. Vote was conducted and passed in favor of Mr. Krauthoefer as Secretary.
  - A discussion of the office of Past President was conducted to determine what powers Mr. Bennett would have in that position as he would also be the President. The Board agreed that in the position of Past President Mr. Bennett would only be allowed one vote on matters of business.
- b. A discussion on the need to fill another position on the Board was conducted. During discussion it was determined that since no nominees for a Board position resulted from the last membership election, and consistent with the Section Bylaws, the Board had the power to nominate a person to fill the position and to vote on that nominee. The Board nominated Mr. Hill. A vote was conducted and Mr. Hill was voted onto the Board.
- c. The need to fill the position of Technical Programming Chairman was discussed. Mr. Miller agreed to take the position and Mr. Hill and Mr. Bennett agreed to assist Mr. Miller with the duties of the position.

- 17. Motion To Adjourn.....Board

- a. Motion to adjourn was made by Mr. Bennett and seconded by Mr. Attwell. Motion carried by all present vote and the meeting concluded. Meeting adjourned at 7:27pm.

Respectively submitted,

Mike Krauski, Secretary of the Milwaukee Section of the Society of Plastics Engineers

## APPENDIX ON FOLLOWING PAGES