

Society of Plastic Engineers, Inc.

Milwaukee Section

Minutes for the Milwaukee SPE Board of Directors meeting

Tuesday Jan. 9, 2018 5:30 PM

Western Racquet Club Elm Grove, WI

1. Call to order and welcome comments Mr. Bennett

Today's meeting will focus on the following:

- The Topconn scheduled for 3/6 and 3/7
- Changing of the by-laws
- Plans for the annual golf outing

Mr. Menna encouraged the creation of action items to be completed by our next meeting.

2. Roll Call Mr. Krauthoefer

Present Voting Members: Krauthoefer, Manley, Butterbrodt, Hill, Menna, Bennett, Miller

Present non-voting: Vander Zanden

Excused voting: Nehls

Excused non-voting: Ciezki, Doern, Kambouris, Schermetzler

A quorum of the elected voting members was present at the start of the meeting at 5:35 and business was conducted.

3. Review of Minutes Mr. Krauthoefer

Motion was made by Mr. Hill and seconded by Mr. Miller to approve the minutes from the October 12, 2017 meeting. A voice vote to approve was unanimous. Minutes to be posted on the web site.

4. Treasurer's Report Mr. Butterbrodt

- a) The report presented by Mr. Butterbrodt is attached.
- b) Significant progress has been made on the collection of money from newsletter ads, \$3500 so far.
- c) Year to date we are running close or favorably to budget.
- d) The website has been corrected to reflect the proper pricing on newsletter advertising.

5. Report from Councilor Mr. Menna

- a) There was an offsite meeting held on December 9th.
- b) The investment portfolio generated income but membership declines continued. Expenses were up including recruiting costs to replace the President. Overall there was a \$630,000

net loss from operations but the organization did receive \$1,500,000 for renewal of the magazine contract.

- c) Antec is coming soon and always generates revenue but it is also looking for ways to improve as attendance has been stable but outside revenues surrounding Antec have continued to decline.
- d) The organization continues to search for ways to boost membership.

6. House report

Ms. Nehls

- a) The Polyfab tour was a great success. Mr. Miller commented on the passionate speech that Rick Gil gave to the group.
- b) Mr. Menna noted that we have had limited attendance from students and is the charge of \$25 appropriate given their limited resources. We seem to have lost some momentum with the retirement of Mr. Vedula.
- c) Mr. Hill believes that there are approximately 20 members each at Platteville, Stout , and Madison but is not sure who receives their membership dollars. We need to improve our connections at UWM and MSOE. There were also 15 high schools represented at Future Cities.
- d) Mr. Butterbrodt supported Mr. Menna's suggestion that we target non-members by allowing people to attend events at no charge with a valid school ID.
- e) A motion was made by Mr. Bennett, seconded by Mr. Hill and passed unanimously. That information will be put in the newsletter.
- f) Mr. Hill suggested that we put internship opportunities in the newsletter.

7. Membership Report

Mr. Manley

- a) Mr. Manley reported that membership declined significantly in September. We will try to contact those whose membership expired.
- b) We have the results from the survey of which 44 responded. There were suggestions to start the meetings later. In summary however, there was an 80% satisfaction rate. We also talked about venue changes. Ms. Schermetzler mentioned that MGS has a room that can hold in excess of 40 people.
- c) A possible topic centered around 3-D printing was discussed. Mr. Miller questioned whether someone would pay for information that may be available free of charge from vendors.
- d) A suggestion was made to implement an onboarding process for new members. Ms. Schermetzler had an example of one from another organization.

8. Program Report

Mr. Miller

- a) Our next event will be on February 20th at the Sheraton on tooling.
- b) Tours of Molded Dimensions and General Plastics cannot be set up however a tour of Bemis is still under consideration.
- c) We are still trying to fill the May slot and determine whether we have a social or technical meeting in June. A holiday meeting in December was also suggested.
- d) Plans are still to hold four events a year .

9. Webmaster Report

Mr. Bennett

a) We still believe that quality trumps quantity on newsletters. On the mailing in December there were 330 bounces due to a bad address. It was suggested that we all go through the list and try to help solve some of these issues. Of the 1186 that were sent out, 176 were opened.

10. Newsletter Ad Report

Mr. Hill

a) Discussion surrounded whether we should retain some flexible pricing or go to a more standard fee for sponsors. We confirmed a \$500 flat fee which would get you access to the website, newsletter, and a scrolling during events. That would be good from September through August.

b) Current companies will be contacted with the new program. We will continue to look at the rates over time. Of the eight companies currently on the website, four have paid. We continue to work towards making all the sponsor ads look consistent.

11. Education Report

Mr. Ciezki

a) Mr. Hill, Mr. Ciezki, Mr. Miller, and Mr. Bennett will be judges for the Future Cities competition.

b) Education night will be held on April 18.

c) There currently is not any criteria for determining the educator of the year. Generally a two page form is sent after the recipient of the award has been determined. Mr. Hill and Mr. Menna will work on developing some criteria.

12. SPE Education Foundation Report

Mr. Hill

a) There currently is in excess of \$900,000 in the account.

b) Mr. Ciezki is looking for ways to raise some additional funds as we have not had a material auction recently and none are planned.

13. Unfinished Business

a) Topconn- the first day will center on 3D printing with day two featuring design and material for injection molding.

b) By-Laws- Mr. Menna was attempting to create consistency between our document and national policy. The only significant change that was suggested was to move the board term from one year to two years which would allow more time to implement changes. Mr. Menna also wants consistency between board and position terms. If a board member misses two meetings without an excused absence, then they would be asked to resign. The educational foundation has their own set of by-laws which vary slightly from what is in the overall section by-laws. We are also looking for procedures that we currently operate under but are not directly mentioned in the by-laws today.

14. New Business

- a) Pinnacle award- Mr. Bennett has completed our award application. We need to complete 4 out of the six criteria to achieve silver status.
- b) Millennial meeting- Ms. Schermetzler is still looking to fund her meeting to attract more members in her age bracket. The board continues to look for additional details.
- c) Golf outing- We continue to look for ways to raise additional revenue. A silent auction seems to be the best idea to date.
- d) Action register- Mr. Menna would like to see us keep a register to track our action items for follow up. He suggested a Sharepoint site as well as putting them in the newsletter.

15. Adjournment

Motion to adjourn was made by Mr. Miller, seconded by Mr. Manley. The meeting was adjourned at 8:15.

Milwaukee Section Operating Budget 2017/18 FY

		Board Meeting Dates 2017-2018									
		17/18 budget	15-Aug	12-Oct	9-Jan	13-Mar	1-May	Budget			%
Income											
02	SPE Rebate	\$ 2,689.00		\$ 670.00	\$ 670.00			\$ 1,340.00			50%
04	Monthly Meetings	\$ 3,700.00		\$ 684.25	\$ 1,025.19			\$ 1,709.44			46%
05	Monthly Board	\$ -		\$ -	\$ -			\$ -			
06	Top Con	\$ 7,000.00		\$ -	\$ -			\$ -			
07	Education Programs	\$ 1,000.00		\$ -	\$ -			\$ -			
08	Newsletter	\$ 5,000.00		\$ -	\$ 3,072.10			\$ 3,072.10			0%
10	Golf Outing	\$ 33,564.02		\$ -	\$ -			\$ 33,564.02			61%
12	Contributions - N/A	\$ -		\$ -	\$ -			\$ -			100%
14	Mat'l Auction - N/A	\$ -		\$ -	\$ -			\$ -			
15	Vendor Night - N/A	\$ -		\$ -	\$ -			\$ -			
	Total:	\$ 52,944.02	\$ 1,354.25	\$ 4,767.29	\$ -	\$ -	\$ -	\$ 39,685.56			75%
Expense											
18	General Office	\$ 600.00		\$ 456.25	\$ 9.80			\$ 466.05			78%
19	Monthly Meetings	\$ 2,000.00		\$ 829.60				\$ 829.60			41%
06	Top Con	\$ 2,000.00									
20	Board Meetings	\$ 1,500.00	\$ 349.50	\$ 252.90				\$ 602.40			40%
23	Newsletter	\$ 3,885.00	\$ 480.00	\$ 1,026.00	\$ 480.00			\$ 1,986.00			51%
25	Golf Outing	\$ 36,238.85		\$ -	\$ -			\$ 36,238.85			100%
29	Antec Expense - N/A	\$ -		\$ -	\$ 3,000.00			\$ 3,000.00			
30	Councilor - Not to Exceed	\$ 2,000.00		\$ 927.77				\$ 927.77			46%
37	Education	\$ 5,350.00						\$ -			0%
	Bereavement	\$ 100.00		\$ -	\$ -			\$ -			0%
	Membership	\$ 1,000.00		\$ -	\$ -			\$ -			0%
	Total:	\$ 54,673.85	\$ 829.50	\$ 3,492.52	\$ 3,489.80	\$ -	\$ -	\$ 44,050.67			81%
	Income vs. Outlay:	\$ -1,729.83	\$ -829.50	\$ -2,138.27	\$ 1,277.49	\$ 0.00	\$ 0.00	\$ (4,365.11)			
Checking Balance:		\$ 28,361.93	\$ 10,295.19	\$ 15,108.79							
Savings Balance:		\$ 6,845.03	\$ 26,845.60	\$ 26,851.58							
Total Net Worth:		\$ 35,206.96	\$ 37,140.79	\$ 41,960.37				\$ 0.00			

August 2012: Unanimous Approval by BOD for Non-BOD Meeting Meal Maximum Reimbursements at \$10-Breakfast; \$15-Lunch; \$20-Dinner