

Society of Plastic Engineers, Inc.

Milwaukee Section

Minutes for the Milwaukee SPE Board of Directors meeting

Tuesday, October 8, 2019 – 5:30pm

Western Racquet Club Elm Grove, WI

1. Call to order and welcome comments Todd Menna
2. Roll Call Jason Braman

Present Voting Members: Matt Bennett, Jack Hill, Todd Menna, Renee Nehls, Mike Miller, Amy Schermetzler, Jason Braman, Keith Baisden, Jason Mallek, Mary Kosarzycki

Present non-voting: Dave Doern

Excused voting: Ray Czieski, Wayne Vander Zanden

Excused non-voting:

Guests: None

A quorum of the elected voting members was present at the start of the meeting at 5:33 and business was conducted.

3. Review of Minutes Jason Braman

A corrected version of minutes will be sent to Todd per the corrections pointed out by Amy.

4. Treasurer's Report Keith Baisden
November 15th is deadline to send in budget and 990EZ to corporate.
990EZ has already been sent in to the IRS.
An updated balance sheet was shared.
We made an about \$5000 at the 2019 golf outing versus the 2018 golf outing. We made about \$4200 profit at the 2019 golf outing.
The 2018 golf outing we made about \$1200.
We have a deficit of \$1300 in our overall account right now.

Keith needs to talk with Tara from the Marek Group to make sure that our account with them is correct... it sounds like we have a small deficit with them now... it sounds like we've overpaid by \$360.

Amy still needs a reimbursement check for the millennial event.

Aaron is helping Keith with a PayPal issue.

We as a board need to approve our budget yet in October, 2019.

We have a WePay check for \$33 made out to Aaron B that still needs to be cashed... Keith will get Aaron to sign this and he'll deposit to our account.

5. Report from Councilor

Matt Bennett

First remote counselors meeting was 9/20/19.

July 1st-June 30th is the counselor's term.

The main part of the meeting was to discuss the governance task force.

Voting will happen in November on this.

Limited leadership opportunities are given to counselors now, but this will be changing.

Moving forward, all counselors' meetings will be webinars, versus everyone flying in for the meetings.

Nov 14-15 in Connecticut will be the next Counselors Meeting.

Currently, headquarters has power to make decisions that affects our chapter.

9 directors will be voted on by the counselors.

Sustainability division will now be called the Recycling division.

Matt doesn't know yet how he'll vote on this, but he'll make up his mind before the Nov meeting.

6. House report

Renee Nehls

No activity since last meeting.

\$33 is the cost for a new square on Amazon, and it's wireless.

This will come in handy for all our events, not just the golf outing.

Keith is going to buy 2 of these, he'll use the debit card for SPE Milwaukee.

7. Membership Report

Amy Schermetzler

Jason Braman is now a member of SPE Milwaukee, this issue has been remedied.

283 active members.

25 are young professionals. 3 have renewed since our event in August.

We had questions about students affiliated with our chapter from the last meeting. Amy found out that UW Madison and UM Platteville (but they'll be dropped to inactive if they don't renew... Jack will contact to tell them so they can renew on time) are associated with SPE Milwaukee. Should we have a mentoring program associated with SPE Milwaukee.

Amy got a quote for a pop-up banner for SPE Milwaukee to bring to all events, \$200-\$400 is what she found. Amy motioned that we spend \$400 on one of these signs. Mike seconds. Amy will explore what we must do from a design standpoint per corporate. Headquarters will need to approve the design before we have the sign printed. Amy will send out designs to the SPE Milwaukee board. Amy would like to buy 2 signs, \$200 each, so a total of \$400. These signs can be hung up in offices of everyone in SPE Milwaukee board. Todd had us vote on spending \$400, and Motion passes.

8. Program Report

Mike Miller

2 events scheduled for the remainder of 2019, 3rd Tuesday in Nov, Colors 4 Plastics, and in Dec, Teresa with Vive, both events will be at the Brookfield Sheraton.

Mike is now working on Spring events.

Badger Color has resisted getting an event scheduled.

We want our events to be on the main floor, not in the basement.

We typically get 20 or so people to attend our non-golf-outing events.

It may be beneficial to have events in locations other than the Brookfield Sheraton.

Potawatomi, Western Racquet Club, etc. Mike will consider this.

9. Newsletter Ad Report

Jack Hill/Amy Schermetzler/Jason Mallek

Amy would like to give up this chair position, she isn't able to make time to give proper attention to this. She would also like to give up her position on the membership committee. She would like to focus on the social chair position, and if she can give more time to the social chair and onboarding position, she'd be able to do more in this role.

Jason invoiced 4 companies for ads. He still has 2 to invoice.

Jason motions to change billing cycle for ads to follow our fiscal year, July 1st-June 30th. This will cause the need to prorate the price for 2 months to those who have already paid (current cycle is September 1st-August 31st). Todd seconds. Todd had us vote, and the motion passes.

Keith will follow with EL Simeth, Steve Simeth is the president, to see if he wants to buy an ad.

Amy will ask Mark Sellers if he wants to buy an ad.

Amy will ask for an update for the website to change the contact for ads from Jack Hill to Jason Mallek.

10. Social Report

Amy Schermetzler

Amy is meeting with Pete and Diana in 2 weeks to discuss the golf outing.

Amy and Keith will discuss doing a board team building event around the holidays at the WI City Club. Amy will suggest a couple of dates.

11. Education Report

Ray Ciezki

Ray was not present.

12. SPE Education Foundation Report

Ray Ciezki/Jack Hill

We have 25 applicants for scholarships. The meeting to choose how the \$50,000 gets distributed is November 5th in Delafield, at the Delafield Hotel at 5:30pm.

Jack has gotten a quote for liability insurance, and this cost will be discussed at the November 5th meeting, someone from the insurance company will call in to shared details about this insurance. \$450 will be the cost for this insurance and will protect the board.

Also, we may need a separate rider for the golf outing added to our insurance... but Amy will ask for proof that this is already covered and that we don't need this rider. Gallagher is the insurer that we'll hear from on November 5th. Novak is who we already have insurance with.

Jack confirmed that we still have \$1,000,000 in the education foundation account.

13. Unfinished Business

Millennial event went very well. We had 33 total attendees. \$555 was total cost. We had approved \$1000. A lot of good discussion happened. What went wrong: ordered too much food.

14. New Business

Office committee chair update – this has been dissolved. All files are sitting in Todd's office. Todd will scan some to save and throw some out. We'd like to archive relevant documents. Photos have been taken of awards, and Amy will get these loaded to the website. Electronic versions of the Pinnacle Award will be passed from Todd to Amy to be loaded to the website.

We don't currently get detailed invoices from Marek Group, but if we were to get this, it would make it easier to plan how much time needs to be devoted for the quarterly newsletters, etc.

Amy will do one more newsletter before the end of the year.

15. Adjournment

Motion to adjourn (Keith). 2nd (Jack).