

**Engineers Without Borders – USA
Puget Sound Professional Chapter
Combined Executive Committee/Chapter Meeting
Meeting Minutes
6:00 p.m. – February 23, 2006
Hale’s Ale Brewery, Seattle**

Attendees: Karl Hufnagel, Cheyenne Covington, Christina Avolio, Sarah Mann, Tom Small
(Stephen Bentsen, Owen Kehoe, Wan-Yee Kuo, John Buckley absent)

New Fundraising Committee Coordinator

Tom Small was introduced as the new coordinator of the Fundraising Committee. Tom is a member of Rotary and has been involved with fundraising for a number of projects. He understands how the process works, has participated in many events to raise money for specific projects and also understands the need for publicity, to get the word out about our organization and what it does. Tom is semi-retired, has time to spearhead these efforts and is looking forward to working with EWB. He wants this to be a team effort – he will be the catalyst.

Committee Reports

• Project Committee

Susedle, Ecuador: A site visit is planned for early-March. The project team has received approval from National and a \$1,000 check. UW will be a team partner. Cheyenne requested approval to split the new funding 50:50; EC approved his request. The UW Student Chapter will be holding a fundraiser on March 6 for this project.

GPA-Ethiopia: This project is currently on hold until team members get back. A Memorandum of Understanding has been executed with Global Poverty Action and can be used by other EWB chapters who want to work on projects with the organization. A project team meeting follows the Chapter meeting.

Sri Lanka: This team is finally able to move forward. They have received architectural plans for the day schools (30-40% design set) and will be going ahead with what they have despite losing the architects who were on the team. The designs are quite simple. The team does need help with reviewing drawings, construction observation (during summer) and CAD support.

• Student Chapter Committee

UW will be working with us on the Ecuador project and may be able to provide CAD support needed on the Sri Lanka project. *Seattle U* held a very successful fundraiser last month, making \$15,000. Their chapter has several projects underway and more planned. *Gonzaga* is also working on several projects but needs funds for the implementation trip. This chapter needs help with information on materials and methods to be used for a composting project in W. Africa and looking for ways to get more involved with our chapter. *WSU* completed a parallel design for the Sri Lanka schools and provided their design to the project team for review/comparison. Christina has been working with some of the smaller schools in the area which are interested in starting chapters and also has worked with Chris Webb, the EWB State Representative, to set up monthly conference calls with the student chapters.

• Sustainability Committee

This committee is continuing to work on establishing sustainability building standards and guidelines.

Treasurer's Report

The chapter currently has close to \$9,000 in our account. \$1500 of this is committed to the Susedel project and \$700 is committed to covering expenses associated with the International Conference.

Annual Report

This will be finalized shortly and sent to EWB-USA; it will also be posted on the chapter website.

Meeting Calendar

A simple calendar program that provides all EC members ability to update will be available shortly.

Executive Retreat

A retreat will be scheduled for the EC in the next 4-6 weeks, for the group to focus on major issues that we need to address. This will be held on a Saturday, for about 6 hours. Everyone must attend.

Action: Sarah will poll members on dates

Action: Christina and Sarah will draft a short survey to send to Chapter membership to solicit input and suggestions for the group to consider during the retreat.

Speaker

Christina gave a synopsis of the topics covered at the International Conference held in Houston in February. She noted that approx. 80% of the attendees were from student chapters, several attendees had come from overseas, they learned a lot from others re what has worked and what hasn't worked. There was lots of energy and a strong focus on the theme of global responsibility, helping the attendees learn and understand other cultures.

Upcoming meetings

Executive Committee meeting: March 16, 2006 (@R. W. Beck office)

Chapter Meeting: March 22, 2006 (@Pyramid Brewery)