

WISCONSIN CHAPTER - IAEI
1994 ANNUAL EXECUTIVE COMMITTEE MEETING

February 8, 1994
Midway Hotel, Green Bay

Members Present: Stueber, Collins, Piacentine, Lawry, Janikowski, Schwab, Hertel, Lehr, Neitzel, Maassen, Moran, Weber

Guests: Terry Fameree, Green Bay Electrical Inspector

MINUTES OF MEETING

1. The 1994 Annual Executive Committee Meeting was called to order by Past Chairman Ron Janikowski at 10:00 a.m.
2. The roll call was taken by Secretary Lawry with all members present.
3. Chairman Stueber presented a few remarks.
4. Secretary-Treasurer Lawry presented the following report.
 - a. The 1994 Chapter Roster was discussed. A revised copy is attached.
 - b. Secretary Lawry reviewed the Wisconsin Chapter Membership Report and current membership list. The Secretary will send a list of all suspended members to the Executive Committee with the minutes for individual follow-up by Executive Committee members.
 - c. The Wauwatosa Annual Meeting Report was reviewed. The meeting resulted in a profit of \$806.00.
 - d. The Treasurer's report as of December 31, 1993 was reviewed. The total 1993 income exceeded expenses by \$1750.00. The December 31, 1993 balance of Wisconsin Chapter funds was \$13,255.59. It was moved, seconded and carried to approve the report.
5. Western Section Representative Ray Weber reported on the Western Section conference in Colorado Springs.
6. The 1994 Wisconsin Chapter Annual Code Seminar was discussed with the following agreements.
 - a. The location is the Midway Hotel in Green Bay.
 - (1) Terry Fameree, Green Bay Electrical Inspector, discussed meeting arrangements.
 - b. The Code seminar dates are May 11-13, 1994.
 - c. It was agreed to schedule an Executive Committee meeting at 8:00 am on Wednesday, May 11.
 - d. Registration will begin at 9:30 am and convene the meeting at 10:30 am on Wednesday, May 11.

- e. It was moved and seconded to hold the Wednesday evening reception at the Packer Hall of Fame. The package approved was for \$14.00 per person which included hors d'oeuvres and open bar for one hour. Schedule the reception for 6:00 - 8:00pm with a cash bar after the 1 hour open bar. No drink tickets will be provided. The reception before the Tuesday banquet will be a cash bar. The motion carried.
- f. Continue with a similar banquet program and dancing. Begin the banquet at 7:00pm. Include the installation of Officers and Executive Committee at the banquet with presentation of an IAEE pin to the new Executive Committee member. It was moved and seconded to hire a DJ to play from 9:00 - 11:00pm at a cost of \$140.00. Motion carried.
- g. Budget \$500.00 cash for banquet prizes. We will give out \$200.00 immediately at the end of the banquet program before the DJ begins playing and \$300.00 at the first intermission.
- h. Terry Fameree reviewed possible ladies programs. It was agreed to hold 2 in-hotel programs on Wednesday afternoon at 1:30 and 3:00pm. Thursdays program will be a tour of Door County.
- i. The following items will be included on the program:
 - (1) Status of master electrician certification program.
 - (2) Status of certification of commercial electrical inspectors.
 - (3) Status of certification of journeyman and beginning electricians and electrical contractors.
 - (4) Code Questions and Answers.
 - (5) News From Underwriters Laboratories.
 - (6) Understanding Nameplates on HVAC Equipment by Ray Mullin.
 - (7) Temperature Limitations on Terminations by Jim Pauley of Square D Company.
 - (8) ILHR 16 - Wisconsin Electrical Code modifications to 1993 NEC.
 - (9) Remediation Site Classification by Tom Garvey.
 - (10) Other.
 - (a) Invite Western Section President Tim Arendt to attend. Tim would be able to give a few comments during the opening session and install the Officers and Executive Committee at the banquet.
- j. The following registration charges were agreed upon.
 - (1) Seminar registration (total - 1 person) - \$75.00. Deduct \$15.00 if person doesn't attend banquet. Add \$20.00 for persons registering at the door.
 - (2) Spouses registration - \$50.00. Add \$15.00 for registration at the door.
 - (3) Registration only including Thursday lunch - \$60.00.

(4) Banquet only - \$30.00.

k. Miscellaneous.

(1) As noted above there will be no drink tickets because the cost of these is included in the Wednesday evening reception.

(2) There will be one main mailing for the meeting. Secretary Lawry will send out a Chapter mailing within a week to advise our members of his resigning and Joe Hertel being appointed as new Chapter Secretary-Treasurer. In that bulletin, the dates and location of the Green Bay Chapter meeting will be noted so members can begin planning for the meeting.

(3) Coffee will be provided Wednesday morning during the registration period but not before the meeting on Thursday or Friday. The usual coffee and soda breaks will be held during the meeting.

(4) The Committee discussed inviting manufacturers to have table displays and charge them to provide additional revenue. The possibility of arranging for manufacturers to pay for the coffee breaks was discussed. It was agreed not to pursue either of these options at this time.

(5) Other

(a) Continue with IAEE CEU certificates. Approval must be requested of Phil Simmons prior to the meeting.

(b) The policy of the Chapter is to have the Chapter Chairman decide who is to receive the one or two complimentary rooms (one for each 50 rooms reserved).

7. It was agreed to continue with the following reimbursement policy for the Chapter Representative to the Western Section and the Secretary-Treasurer although different amounts may be budgeted each year depending upon specific conditions.

a. The travel or expense reimbursement for attending the Wisconsin Chapter and Western Section meetings is a maximum of \$1,000.00 per person up to a total maximum of \$2,000.00 reimbursement only when the Chapter Representative or Secretary-Treasurer are not reimbursed by other sources. It is assumed that any travel expenses on the part of the Secretary-Treasurer for Chapter activities are included in the above noted \$1,000.00 allowance.

8. Old business. None.

9. New business.

a. It was noted that our 1995 Annual Code Seminar will be held May 10-12, 1995 at the Concourse Hotel in Madison.

b. The question of the Chapter conducting Seminars was reviewed. It was agreed to establish a Chapter Education Committee to study the issue with a preliminary report to be given the Executive Committee at its May meeting. Chairman Stueber will appoint a 3 person committee in the near future.

- c. Ed Lawry reviewed the necessity of his resigning as Chapter Secretary-Treasurer due to other IAEI related work activities. Chairman Stueber appointed Joe Hertel to complete Ed Lawry's term of office as Chapter Secretary-Treasurer. The Executive Committee unanimously concurred with the appointment. This position will be up for re-election at the May meeting in Green Bay.
 - d. Ed Lawry advised the Executive Committee that the Western Section and IAEI have requested each Chapter to have a Membership Chairman to coordinate membership activities. This person will receive monthly membership reports and should have the capability to send letters to suspended members. Sample letters are available from other Chapters. Also, he will be responsible for keeping the International Office informed of membership changes such as deaths, retirements, etc. Chairman Stueber appointed John Schwab to this position.
 - e. It was agreed that the Chapter financial records should be audited at this meeting since they will be turned over to the new Secretary-Treasurer in the near future. Committee members Collins, Neitzel and Weber agreed to stay after the meeting and audit the Chapter financial records.
11. The proposed 1994 Wisconsin Chapter budget was reviewed. Changes noted were as follows:
- a. Increase the Office Supplies item from \$100.00 to \$500.00 and authorize Secretary Hertel to purchase a computer printer for Chapter activities.
 - b. Increase the Secretary-Treasurer travel expense from \$0.00 to \$1,000.00.
 - c. Decrease the hotel expense from \$9,000.00 to \$7,000.00 to account for holding the Wednesday evening reception outside of the hotel.
 - d. Add a new line item for Annual Reception and add \$2,000.00 for this item.

This increased the total 1994 budget to \$17,755.00. It was moved, seconded and carried to approve the revised budget. A revised copy is attached.

12. The meeting was adjourned at 12:15 pm.

Respectfully submitted,

Edward C. Lawry
Secretary-Treasurer (Retired)