

ANNUAL FALL EXECUTIVE COMMITTEE MEETING

WISCONSIN CHAPTER OFFICE - MADISON

DECEMBER 19, 1991

Members Present: Vaillancourt, Janikowski, Stueber, Lawry, Richardson, Collins, Piacentine, Schwab, Schmitt, Maassen, Loescher, Weber

Members Absent: None

MINUTES OF MEETING

1. The 1991 Annual Fall Executive Committee Meeting was called to order by Past Chairman Charles Richardson at 10:00 a.m.
2. The roll call was taken by Secretary Lawry with all members present.
3. Chairman Vaillancourt presented a few remarks.
4. Secretary-Treasurer Lawry presented the following report.
 - a. The 1992 Chapter Roster was reviewed and updated.
 - b. 26 new members have joined the Chapter since the May, 1991 Appleton meeting.
 - c. Secretary Lawry advised the Executive Committee that a follow-up letter will be sent to suspended members.
 - d. The Appleton Annual Meeting Report was reviewed. It was suggested that we place a top limit on the cost of coffee, soda and rolls to hold down the cost and these should be watched closer.
 - e. The Treasurer's report as of November 28, 1991 was reviewed. It was moved, seconded and carried to approve the report.
5. Western Section Representative Ray Weber reported on the Western Section conference in Dearborn, Michigan. It was moved, seconded and carried to approve the report.
6. The 1992 Wisconsin Chapter Annual Code Seminar was discussed with the following agreements.
 - a. The location is the Midway Motor Lodge in LaCrosse.
 - (1) Bob Kachel, LaCrosse Electrical Inspector, discussed meeting arrangements. He noted that 80 rooms were set aside with a room cost of \$59.00 single and \$69.00 double. There are also two motels directly across the street from the Midway Motor Lodge. One is the Brookstone with a room cost of \$58.00 for 2 persons. The other is the Knights Inn with a room cost of \$40.00 for two persons.

It was agreed that our meeting notice include reference to these other 2 motels which will have availability until April 1. Also, the notice should include a map layout showing the motel location.

- b. The Code seminar dates are May 13-15, 1992.
- c. It was agreed to schedule an Executive Committee meeting at 8:00 am, registration at 9:30 am and convene the meeting at 11:00 am. on Wednesday, Maw 13.
- d. Budget \$1,000.00 for the Wednesday evening hors d'oeuvres including tax and tip.
- e. Continue with a similar banquet program and dancing. Include the installation of Officers and Executive Committee at the banquet with presentation of an IAEI pin to the new Executive Committee member. It was agreed to hire a DJ for our banquet rather than a Band. Bob Kachel indicated that he could obtain one for \$250.00.
- f. 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.
- g. Budget \$1,000.00 for the ladies program, including bus transportation and ladies lunch.
- h. Schedule a ladies room with coffee and rolls. The room should be available on Wednesday a.m.
- i. Suggestions for the meeting program were as follows:
 - (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) Electrical inspection of farming operations
 - (5) Code Questions and Answers.
 - (6) News from the IAEI by the Executive Director.
 - (7) News From Underwriters Laboratories.
 - (8) Overview of Major Changes in the 1993 NEC

(9) Other.

(a) It was suggested that we have a presentation on new concepts in low-voltage lighting. John Schwab volunteered to try to arrange for the speakers for this presentation.

j. The following registration charges were agreed upon.

(1) Seminar registration (total - 1 person) - \$65.00. Deduct \$15.00 if person doesn't attend banquet. Add \$15.00 for persons registering at the door.

(2) Spouses registration - \$45.00. Add \$15.00 for registration at the door.

(3) Registration only including Thursday lunch - \$45.00.

(4) Banquet only - \$30.00.

k. Continue with Seminar Certificates. Secretary Lawry indicated that he would try to use IAEI CEU certificates this year.

l. The entire meeting room will be designated as a no smoking room.

m. Miscellaneous.

(1) It was moved, seconded and carried to provide two drink tickets with the registration. Use drink tickets of different color than other tickets.

(2) Include door prize, lunch and banquet stubs on one ticket. Include spot to print name on door prize stub. Combine banquet and door prize stubs if hotel doesn't require a separate ticket.

8. Reimbursements to the Chapter Representative to the Western Section and the Secretary-Treasurer were discussed. It was agreed to use the following reimbursement policy.

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.

b. The Secretary-Treasurer will be reimbursed \$750.00 annually. This payment is made out of the June IAEI dues distribution and covers the preceding year.

c. The steno allowance will be \$350.00 annually.

9. Old business. None.

10. New business.

- a. It was agreed to approve \$350.00 for IAEI Chapter liability insurance for 1992.
- b. It was noted that our 1993 Annual Code Seminar will be held at the Sheraton Hotel on Mayfair Road in Wauwatosa.
- c. It was agreed to purchase a \$100.00 Ad for the Western Section 1992 meeting program.
- d. The possibility of the Wisconsin Chapter purchasing IAEI Seminar materials such the forthcoming program on Electrical Systems for 1- and 2-Family Dwellings and conducting our own programs around the state was discussed. It was agreed that this probably should be pursued to generate funds for the Chapter.
- e. It was suggested that the Secretary push for new members during the Secretary's Report.
- f. It was moved, seconded and carried to initiate a new Chapter policy beginning January 1, 1992 that for any Past Chapter Chairman having a retirement function, the Chapter will award that person an appropriate IAEI gift such as the IAEI pen and pencil set or the IAEI watch.

11. The proposed 1992 Wisconsin Chapter was reviewed. Changes noted were to increase Secretary-Treasurer's allowance to \$750.00; increase proposed office supply allowance to \$500.00; increase Western Section Representative and Secretary-Treasurer's travel allowances to \$1,000.00 each; and decrease the band allowance to \$250.00. These changes result in a total proposed 1992 Chapter budget of \$15,100.00. It was moved, seconded and carried to approve this proposed budget.

12. The meeting was adjourned at 12:30 pm.

Respectfully submitted,

Edward C. Lawry
Secretary-Treasurer