



Society of
Women Engineers

Las Vegas Valley Section

P.O. Box 530802
Henderson, NV 89053

LVV-Executive committee meeting Meeting Minutes October 4, 2008

Attendees: Samia Twainy, Kimberly Womack, Helena Murvosh, and Giani Morini

1. Discussed way to promote SWE UNLV student chapter
 - a. Action items:
 - i. Gianna: head up volunteers for Oct 17 meeting at UNLV
 - ii. Gianna: prepare news letter, quick facts format
2. Discussed Scottsdale meeting
 - a. Next meeting in Las Vegas in May
 - b. Action item, Kim: check on shot glasses and pins for LV conference
 - c. Meeting stressed importance of feedback from members with regard to bylaws
 - d. Action item: Samia, Bylaws review/ amendments for each officer position (Note bylaws amendments for standing committees is done)
3. Discussed taxes
 - a. Action item, Kim, to call SWE IRS contact for clarification on the IRS letter
4. Discussed communications with existing members and recruiting
 - a. Action items:
 - i. Helena: email Mike to add career fair and SWE communities info to website.
 - ii. Helena prepare new member packet for professional and students
 - iii. Helena call contact about ads for wine tasting
 - iv. Samia: calling Janelle re event schedule
5. Discussed outreach program; camp at school
6. Ratified last meeting minutes
 - a. Action item, Helena to send Mike meeting minutes
7. send Helena agenda from last meetings
8. send Helena email for student section
9. Next executive board meeting set for Nov. 15: Helena to send out announcement