



Society of Women Engineers

Las Vegas Valley Section

P.O. Box 530802
Henderson, NV 89053

Minutes, Executive committee meeting, May 8, 2009
Attendees: Kim Womack, Helena Murvosh, Jean Hoppert

1. Section officer election status (Nominating committee – Jean): Ballots were sent via email. Two ballots will be mailed. Almost half of the emailed ballots were returned with accept all candidates.
2. Meetings/field trips (Helena for Janelle):
 - April: field trip with ASCE YMF to TIMET summary – field trip was successful as a meeting, so next year's field trips will be combined with meetings.
 - May: Region telecom meeting, wine and cheese afterward. – Helena to verify time and send out announcement. Jean said her home office will accommodate the teleconference. The event after the region meeting will run from 4-6 PM. RSVP will be setup online. Spouses/children welcome.
 - June: Macayo's June 18, status, events – Subsequent to meeting, Helena and Kim confirmed Macayo's received downpayment. Remainder to be paid at the time of the event. Events will be and ice breaker and one activity from the summer camp. Jean to pick activity. Helena to setup RSVP's
 - Set date for executive committee summer meeting – Helena to poll the anticipated slate of officers/section representatives to set meeting date. Options are Saturday August 1st or 8th.
 - Meetings for next year will be same day every month (excluding field trips or other special events)
- 3. Field trips -Next year trips will be combined with meeting. Judy Teske will provide information for the tour she was investigating. She is moving and will need us to take over coordination.
4. Outreach:
 - Summer Camp: status, to do's, July 21-23, partnering with Gibson MS – Jean reported that they are planning for 20 to 40 girls. There is a May 27th meeting with Jean, Gari, and David to discuss needs for summer camp. Jean will email activities and schedule to Helena to sent to members. Potential volunteers include SWE, ASCE, and community college.
 - SASS-E Girlz: status – Jean is looking into ways to include this in the summer camp
 - Scholarship reviews – Keli briefed Kim about status before meeting. We will be reviewing applications, but we have not received the information package yet.
5. UNLV (Keli and Helena) – Kailey will be joining SWE and is interested in spearheading this outreach. She will be invited to August executive committee meeting so we can give her information and contacts.
6. Bylaws: status (Keli) – bylaws are ready. They need to be sent to members with track changes turned on so members can review and send suggestions. Decision made to send out so that the bylaws can be voted on at next meeting. Helena will draft letter for Keli to send out bylaws.

Adjourn

Action items:

- Keli – send out bylaws (Helena drafting letter to accompany).
- Helena – send out announcement for May meeting; setup RSVP's for meetings; setup meeting date for August executive committee meeting; obtain field trip information from Judy Teske; draft letter to members for bylaw approval.
- Jean – mail remaining ballots; pick out activity for end of year meeting; email summer camp activities and schedule to Helena to distribute to members and other interested parties; meeting with David and Gari regarding summer camp.
- Kim – check with bank regarding check to Macayos.