Structural Engineers Association of Montana
Meeting Minutes

Date: November 21, 2008
Location: Conference Call with Board Members and Directors

1.0 Welcome and Call to Order: Kurt Keith, President, called the meeting to order at 2:05 pm

2.0 Role Call: Meeting was held via conference call, below is a list of those that attended:

Kurt Keith
Carol Pivonka
Gary Grassel
Greg Benjamin
Mary Stelling
Matt Schmidt
Janna Moser
Jesse Fortune
Zach Diede

3.0 Review/approval of Minutes from 2/28/2008 meeting: Item 11.0 was modified from the minutes, this item was regarding the motion to make funds available for Jerry Stephens and his graduate students to do small research projects. It was moved by Gary Grassel to approve the meeting minutes from the 2/28/2008 meeting as amended and seconded by Greg Benjamin.

4.0 Review/approval of Special Board Meeting Minutes from 2/28/2008: It was moved by Mary Stelling to approve the meeting minutes as noted and seconded by Gary Grassel.

5.0 Snow Load Committee Update: There was very little financial help offered by the engineering companies within the state except for BCE. The potential $15,000 from MSU is not secured yet and is still in question. Funding from the state of Montana is still needed to help with the updates to the Snow Load Finder if available.

6.0 Discussion regarding funding MSU Research Funding: Carol Pivonka made a motion to donate $500 to MSU for small graduate research projects and Gary Grassel seconded the motion, the motion was voted on and was passed.

7.0 SEAMT role in code approval: Discussions were had regarding getting SEAMT more involved in the code approval process.

8.0 SEAMT role in Building Official Education: Gary Grassel has been in contact with the person in charge of ICC in the state and has been discussing how SEAMT can be involved in the education of building officials.

9.0 Plan Review Qualifications: Mary Stelling has been looking into what other states have in place regarding qualification for plan reviewers but did not have anything to report.

10.0 S.E.E.R. Committee: We are on the list with the state disaster response authorities to provide engineering services as needed in accordance with ATC-20. Greg is going to prepare memo to summarize what the SEER committee services can provide for the state.

11.0 School Program: Matt Schmidt will coordinate with Lars at MSU and ASCE to see what information they may have for school education material that has already been prepared. The MSCE chapter in Billings may also have materials that have already been prepared.

12.0 SEAMT Board Structure: Discussions were had regarding the current structure of the SEAMT and how it could be more effective. It seems that assigned tasks are not typically completed in a timely fashion and having a person in charge of organizing and staying in touch with people regarding their tasks may be helpful, also having deadlines could make the process more effective. A discussion regarding focusing on only a few key issues at a time could help SEAMT move along in a more deliberate direction.

13.0 Treasurer's Report: Janna Moser gave summary report for 2008 and will also develop a 2009 budget.

- Discussions were had regarding the surplus of funds and how those could be used. It was decided to hold off making any decisions for the use of the surplus until a later time.

14.0 NCSEA Model Code of Ethics: A discussion was had regarding the Code of Ethics and how that might be used and adopted. Matt Schmidt proposed having the Board review the model code then make comments and changes. Then give the membership a 30 day period to review and comment.

15.0 2009 Elections: A nomination committee was formed of Jesse Fortune and Kurt Keith. Elections will be held shortly, all board positions will be up for election, Kurt will be stepping down from president all other board members volunteered to be on the 2009 ballot for their respective positions. Mary Stelling and Gary Grassel have one more year as directors and two more people are needed to fill the other two director openings.

16.0 Meeting Closure: Meeting was adjourned at 3:30 pm.