



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Vermont

ACEC of VT
Board of Directors Meeting Notes
October 23, 2019
Stantec Office, South Burlington, VT

Directors Attending:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Gary Santy, <i>Stantec</i> | <input checked="" type="checkbox"/> Jason Booth, <i>Aldrich & Elliott</i> |
| <input checked="" type="checkbox"/> John Forcier, <i>Forcier Consulting</i> | <input checked="" type="checkbox"/> Jon Olin, <i>HTA</i> |
| <input checked="" type="checkbox"/> Dale Gozalkowski, <i>CHA (phone)</i> | <input type="checkbox"/> Greg Goyette, <i>Stantec</i> |
| <input checked="" type="checkbox"/> Dave Saladino, <i>VHB</i> | <input checked="" type="checkbox"/> Brian Beaudoin, <i>Sanborn Head</i> |
| <input checked="" type="checkbox"/> Chris Cole, <i>Cole Company (phone)</i> | |

Others Attending:

- Brendan Cosgrove, *ACEC of VT Executive Director*

Monthly Meeting

1. Call to Order

- President Dale Gozalkowski called the meeting to order at 2:08 pm.
- Quorum was achieved.

2. Meeting Notes

John Forcier motioned to approve the June 6 meeting notes. Dale Gozalkowski seconded. Notes were approved.

3. Financial Update

- Brendan Cosgrove provided a financial update. There is about \$27K in the ACEC of VT bank account.
- The group discussed that we're behind on budget. This is largely due to the events bringing in about half the revenue that was budgeted. The group discussed the reduction in event attendance. The general sense was that people were too busy to attend.
- Jon Olin recommended increasing our dues. VT's dues are currently the lowest in the nation. The group discussed that the dues could be increased over a 5-year period to lessen the shock of a dues increase.



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- The group discussed that we need to educate members and the engineering community on the value of ACEC of VT by informing them what we're working on that benefits the engineering community such as resolving the QBS matter or working with the City of Burlington on changes to their terms and conditions. The group also discussed that we need to find out the needs of ACEC of VT members and business leaders.
- The group discussed that we should have a third-party facilitator that is familiar working with non for-profit organizations to help us identify how we can improve as an organization and provide value to members. Brendan agreed to reach out to ACEC national to see if they have someone available to provide this service.

4. Committee Reports

- Standing Committees
 - Transportation
 - Jon indicated that the group has been focusing on the QBS process. They have another meeting coming up and will be further discussing ACEC of VT's concerns with QBS.
 - Call for abstracts for the 2020 VTrans Technical Workshop have been sent out. Only a few people have responded.
 - It was agreed that the Workshop will be at the College of Fine Arts in Montpelier.
 - The group discussed the need to attract junior professionals to the Workshop.
 - Legislative
 - Nothing new to report.
 - Environmental Protection
 - Brian provided an update on the Environmental Protection Committee Technical Workshop. He indicated that about 30 or so people attended the event which was below the group's goal. He explained that the presentations were well done, and good feedback was received by attendees. The event brought in about half the budgeted revenue (about \$5k).



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- Membership
 - Nothing new to report.
- Buildings and General Services (BGS)
 - Chris Cole provided an update. He indicated that the next meeting will be in November. The last meeting was two months ago. They had a great turnout with folks from AIA and architectural firms in attendance. Jennifer Fitch of BGS was thrilled with the turnout for the meeting.
 - The BGS Committee is close to putting together the first BGS workshop which will likely include half day sessions. Chris indicated that they would like to have the workshop in February. The session topics will include building envelope design and other topics geared to energy code. Brendan and Chris will be working together to finalize the schedule and the agenda for the workshop.

5. Events

- PAC – We’re at \$1,000 for donations which is well below our \$4,000 goal. Brian indicated that he would talk to Shawn Kelley about sending an email to the PAC distribution list.
- EEA – Gary indicated that Greg Goyette is going to take over leading the EEA event. It was agreed that we need to discuss the EOY and YOY awards at next meeting.

6. Other Items

Jon Olin mentioned that the City of Burlington has requested to see insurance policies as part of their contract. Jon indicated that his company does not want to provide this information and should only need to provide a COI. He also explained that the City of Burlington terms and conditions have a bad indemnification clause. He suggested that ACEC of VT take the lead in addressing these issues with the City of Burlington. Dave indicated VHB had the same concerns and mentioned that their attorney was meeting with the City to discuss this matter, and that he would let the group know the outcome of the meeting.

Gary asked that we keep D&K in the loop as they worked with the City of Burlington on the same issue about 8-10 years ago.



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7. Adjournment

- Meeting adjourned at 3:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Beaudoin", is written over the typed name.

Brian Beaudoin, P.E.
Secretary, ACEC of VT