



AMERICAN COUNCIL OF ENGINEERING COMPANIES  
*of Vermont*

**ACEC of VT  
Board of Directors Meeting Notes  
July 27, 2022  
by Teams Virtual Meeting**

**Directors Attending:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Brian Beaudoin, <i>Sanborn Head</i> | <input checked="" type="checkbox"/> Patricia Shedd, <i>F&amp;O</i>            |
| <input checked="" type="checkbox"/> Ken Robie, <i>D&amp;K</i>           | <input checked="" type="checkbox"/> Craig Jewett, <i>Otter Creek</i>          |
| <input checked="" type="checkbox"/> Dale Gozalkowski, <i>CHA</i>        | <input checked="" type="checkbox"/> Jason Booth, <i>Aldrich &amp; Elliott</i> |
| <input type="checkbox"/> Jon Olin, <i>HTA</i>                           | <input checked="" type="checkbox"/> Aaron Guyette, <i>VHB</i>                 |

**Others Attending:**

- Brendan Cosgrove, *ACEC of VT Executive Director*

**Monthly Meeting:**

**1. Call to Order**

- President Brian Beaudoin called the meeting to order at 2:06 pm.
- Quorum was achieved.

**2. Meeting Notes**

- Dale G motioned to approve the June 22 Meeting Notes; Ken R seconded. Meeting Summary approved w/edits.

**3. Financial Update**

- Brendan C presented the results of FY22 actual vs budget. ACECVT finished fiscal year with a slight surplus (values provided in summary doc)
- Next year budget items
  - \$16k Affiliate dues
  - 6% increase in national dues, VT increased similarly
  - Brendan C presented the FY23 budget. Dale G motioned to approve. Jason B – second. FY23 budget approved – unanimous vote, no abstains.
- There was a question about the tiered dues relative to firm size and if it is too high for the very small firms, limiting their interest?
- Dues notice went out to membership in batches and are due 8/1.

**4. Committee Updates**

- Transportation
  - Jon O (Committee Chair) not at Meeting – Update provided by Dale G*
    - WOR update as well as new contracting system on the horizon (maybe)
    - New quarterly meeting schedule to avoid VTrans management conflicts
    - VTrans has updated their rules/values for reimbursable travel expenses.



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- Environmental  
*Craig J (Committee Chair) provided the following update*
  - No regular meetings scheduled yet
  - VT drinking water regs are a topic of concern:
    - Design Firms are being required to stamp record drawings w/o being involved with the construction oversight
  
- Buildings and General Services  
*Nick Hadiaris (Committee Chair) not present. Brendan C provided the following update:*
  - Challenged with getting work out and firms interested due to their contracting process and requirements. Looking for suggestions to improve.
  
- Legislative
  - No Update
  
- Membership
  - Looking for recruitment and retention ideas.
  - Are there more opportunities for Affiliate Members that we haven't approached?
  - Need to emphasize the benefits of membership
  - Should provide financial perks (differing member/non-member rates for events, etc.)

**5. Events Update**

- Working on dates for our 4 major events
- Keep BGS Workshop in April or move it to earlier in the year (Jan)?
- With transition to in-person events (with virtual components) - need for low cost meeting spaces, and develop some regular repeat locations.

**6. PAC update**

- Still only at a fraction of our annual goal
- Looking for fundraiser ideas so that entire goal doesn't come from the board members

**7. ACEC Regional Meeting Update**

July 12<sup>th</sup> Regional Meeting

- Brendan C, Dale G and Jason B attended
- Topics included:
  - QBS – VT WOR revisions were discussed
  - IJJA administrative issues and implementation time
  - Inflation effects of ACEC events, and passing those costs on to the participants
  - How to increase College/University involvement in ACEC
    - VT idea – get a member judge on UVM Senior Design Group
    - VT idea – marry ACEC events to other events that may draw more students (like a job fair)



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**8. Adjournment**

- Dale G motioned to adjourn. Craig – second. Meeting adjourned at 3:37 pm.

Meeting recorded by:  
Ken Robie, P.E.

Meeting Summary submitted by:  
Jon Olin, P.E.  
*Secretary, ACEC of VT*