

## SAE BOARD MEETING MINUTES



The SAE Milwaukee Section Board meeting was held on **September 22, 2011** at the Briggs & Stratton Engine Application Center, 3300 N. 124th Street, Wauwatosa, WI from 5:30 to 8:00 PM.

The following members and guests participated in the September meeting:

Jim Ryan, Chairman

Diane McGuire, SAE International Field Service Representative

Douglas Kautzer, Secretary

Frank Poradek, Treasurer

Tony Grant, Membership & Company Representative

Wayne Richter, Historian

Sven Krause, MSOE Representative

Mike Krauski, UWM College Relations Chairman

Mitch Crawford, UWM Representative

### **Chairman's Input:**

- Jim introduced our guest, Diane McGuire, to the members of the SAE Milwaukee Section Board. Thank you Diane for attending the Milwaukee Section Board meeting and the Milwaukee Section Program at Erik Buell Racing. You have a standing invitation to attend our Section or Board meetings at any time.
  
- Jim reviewed the basics of the SAE insurance & liquor policy. The person to contact at SAE International if you have questions about an event is Jill Porter, Manager, HR Benefits & Risk Management (724-772-7119). Some of the highlights of the policy are as follows:
  - The comprehensive general liability for the Sections, Groups and Chapters provides coverage for the normal activities of the organization, including the liability incurred by the use of a meeting hall or other facility.
  - Additional coverage extends to many special events held by the Sections and Chapters, however, it is very important that SAE be notified of any events at least two weeks in advance.
  - The coverage extended to the Sections/Groups/Chapters provides coverage for loss from claims made or action brought against SAE and its Section/Group/Chapter as a result of injury or damage resulting from negligence, or for which the organization is found liable.

- Included named insurers are SAE, the Sections and/or chapters, their employees and their members and committee members while acting for or on behalf of the organization.
- Athletic events such as golf outings or softball games are covered. However, events involving motor sports use, athletic facilities, competitive events, or social events involving the serving of alcoholic beverages, require special coverage.
- Please note that this coverage is strictly limited and does not allow for the sale of liquor, even for charitable purposes, nor does it cover any organization or event that holds or is required to hold a liquor license.
- Section Officers should review the Liquor Policy for SAE Sections each year and submit their signed acknowledgement each year by August 31.
- It is imperative that Sections, Groups and Collegiate Chapters inform SAE headquarters of all activities outside the usual monthly dinner meetings to be certain the society is not being exposed to unnecessary risk.
- Both SAE Sections (including Groups and Divisions) and SAE International can be held liable if a Section hosts an event where alcohol purchased by the Section is served.
- Therefore, all Section activities where alcohol is served must be at the individual member's expense or paid for by a sponsor.
- Under no circumstances should alcohol ever be available through "self-serve."

### **Treasure's Report:**

Frank provided a brief update for the group. Frank went over the year-end reports with the Board. The reports are due 12/31/11.

### **Discussion with Diane – Ideas...**

- Best practices from other sections – Diane talked about the Texas and Rockford / Beloit sections 5-yr. plan and how it was working for them. She talked about how the Oregon section was working with Freightliner Corporation on the company rep program. This helped by keeping up renewals in the section. She also talked about a possible 1 hour call-in for the company reps to discuss Best Practices.
- Promotional items for SAE membership (handouts, pens, etc.) – Diane talked about some of the things that were available such as pens, handouts, cup, etc. Diane will send some samples to me to make available to the Board members for distribution. She recommended certificates for all Board members for their service.
- What are some SAE international resources that we are not using – Diane mentioned using the SAE Exchange as a good source to acquire and store information, make the SAE Exchange info accessible to all the board members, use WebEx or NetMeeting instead of the monthly Board

meeting. She recommended having the board members on the leadership team.

- Ideas for university involvement – Diane talked a little about the SAE Foundation and what it does to promote Science and Math. She also mentioned that to get the university students involved do more networking between the section, the faculty and the students.
- Year-end reports (new formats, improvements) - Diane informed the Board members that the new summary reports are now all-in-one for the year-end review. The new reports are due once a year to make it easier on the sections. The new reports are also a guide to manage the section and for IRS audit verification. If we encountered a problem with the SAE website she recommended calling 800-TEAM SAE or e-mailing [CustomerService@SAE.org](mailto:CustomerService@SAE.org).
- We brought up the problem of having to deal with so many returned monthly newsletters which are costing the Section a significant amount of money for postage. She recommended sending the mailing list to her for clean-up and to make sure the list is up to date.
- The Section Officer Leadership Seminars (SOLS) will be held in Chicago the 3<sup>rd</sup> week of June 2012. Two members will attend next year.

Diane provided the Board with a number of ideas on travel, student and regular memberships, Engineer Exchange, year-end reports, user friendly websites, insurance, promotional items and how other Sections conduct business. It would have been nice if we had more time to discuss these issues in more depth with her. The time seemed like it went by too fast.

### **Programs:**

#### **September 21, 2011– Erik Buell Racing – Birth & Growth of America’s Sports Bike**

Program Chair: Wayne Richter

Location: Erik Buell Racing, East Troy, Wisconsin

Dinner: Roma’s Italian Restaurant (Dinner was at 6:30 PM and the program started at 7:00 PM). The program was well attended and the food was great.

There were 209 members and guests at the meeting.

- Thank you Wayne for organizing the meeting.
- Erik and his Team gave a great presentation at the factory and at the meeting. There were many questions asked by the audience. There were a fair number of people that brought their motorcycles to display as well.
- Registration was handled by Josh Rayeske along with a number of students.
- Dianne McGuire was in attendance and talked to a number of folks. She attended the Section board the next evening at Briggs & Stratton.

- A plaque was presented to Ken Cook for his dedicated service and for printing the newsletter and a plaque was presented to Erik Buell for a great presentation and allowing us to tour his factory.

#### October 12, 2011 – MGA proving grounds

Program Chair: Jim Ryan, Garret Herning will assist

Rockford / Beloit section will be invited to join

There will be a tour and presentations

Dinner will be off site at the Cotton Exchange

A membership survey will be handed out.

(Please note: We will not be able to witness any vehicle crashes)

#### October 19, 2011 – Student Interaction Night?

Program Chair: Randy Hoffman, Jim Ryan

Location: TBD UW-Milwaukee. The invitations were sent out and the RSVP's were due 9/28/2011. We are looking for a minimum of 4 students per student section. We will provide pizza and soda. The agenda will be informal. We will discuss the student night meeting details, encourage vehicle team dialog, have team building activity and a chance to meet the board members. We would like to inform the students about "SAE after college" benefits.

#### November 8-10, 2011 – Student Night at Marquette University

Program Chair: Mike Krauski, Randy Hoffman

Dr. Joseph Domblesky – MU Student Advisor

Location: Marquette Univ.

Date: Need commitment from MU

Coordinate vehicles

The meeting will be student focused. Company exhibits will be welcomed.

#### December 2011 – None

#### January 2012 – Chevy Volt with ASME

ASME program chair – Bob Stachowicz

Milwaukee Section Program Chair – TBD

Consider "open house" board meeting planning

- Include company rep. recognition
- Social
- Program Chair TBD

#### February 2012 TBD – Speaker TBD

Program Chair: Josh Rayeske

Topic TBD

#### March 2012 TBD – Case New Holland, Racine

Program Chair: Dale Wiza

Topic TBD

More details to follow.

April 2012 TBD – History of Allis Chalmers & Their Field Test Program

Program Chair: Doug Kautzer

Larry Gruenberger presentation – Allis Chalmers

Location: B&S Auditorium

May 2012 TBD – Oshkosh Truck

Program Chair: Wayne Richter & Tony Grant

Topic: TBD

More details to follow.

June 2012 TBD – June Sprints Family Day, (Road America) (Saturday Only!)

Program Chair: Doug Kautzer

Family event will be Saturday only. Tickets will be available if you want to attend all 4 days of the Sprint races. More details to follow:

June 2012 TBD – Motorcycle races (Road America)

Program Chair: TBD

**Website:**

- [www.milwaukeeesae.com](http://www.milwaukeeesae.com) or [www.milwaukeeesae.org](http://www.milwaukeeesae.org)

Cara has downloaded a number of pictures from the various events. Take a few minutes to browse through them.

**Company Representatives:**

Should we purchase SAE Pens to distribute? – We will see what Diane has available through SAE. If there are none we will purchase on the outside.

Should we have a dinner/discussion event? – Instead of a dinner meeting we thought that maybe a 1 hour call-in would be more practical. More discussion needs to be held on this.

**Student Rep. Updates:**

There were no student updates at this meeting.

**Next board meeting date and location:**

The next SAE Milwaukee Section board meeting will be held on **October 26, 2011** at **UWM** from 5:30 to 8:00 PM.