

SAVE Cascadia Chapter 2014/2015 Board Year: February 11, 2015 Board and Chapter Meeting

Date:	February 11, 2015	
Location:	Best Western Executive Inn, 200 Taylor Avenue North, Seattle, WA 98109	
Chapter Meeting Attendees:	Blane Long	HDR
	Steve Thompson (Board VP)	Boeing
	John Langer (Board Treasurer)	John Langer Consulting
	Teresa Platin (Board Secretary)	Consultant
	Thomasa Hume	WSDOT
	Anna Bremmer	Bremmer Consulting, LLC
	Marlo Stebner	Boeing
	Samih Shilbayeh	WSDOT
	Steven Paget	Sazan Group

Chapter Meeting (6:00 – 7:00 pm)

Introductions

See list of attendees above.

Treasurer's Report

On December 31, 2014, the SAVE Cascadia Chapter transferred \$6395.40 to National in keeping with our September 21, 2014 decision to become a "division" of SAVE, International, rather than a free-standing Chapter (tax-law changes). Expenses (such as website developer payments or covering the dinner costs for monthly meeting presenters) are sent to Karen Smith at SAVE, International, and the chapter is promptly reimbursed.

The Cascadia Chapter treasury balance is \$6303.55 as of the February Meeting.

The Chapter anticipates receiving some funding back from SAVE, International later in the year for the annual Chapter Memberships. Typically this is somewhere between \$600 and \$800.

Recap of January Meeting

Teresa provided a re-cap of the January meeting highlights. Readers are referred to posted notes on the website.

Board Positions

We continued our discussion about the current Board positions. We still need to verify that Past-President is not a Board Position, and verify that Steven Paget's term was truly expired at the time of the last election. Steven is not overly concerned about this, but wants to make sure that we have a good

understanding of Board terms for the upcoming election. Michael Schneider and Teresa Platin are to look into this and report back in March.

Social Media/Website

We should remind membership again that the website has been updated. Teresa will include a link in the March meeting invitation.

Teresa was asked to talk to the webmasters to ask if they can send quarterly billings to John rather than monthly. This will reduce the number of forms he has to fill out for reimbursement.

Teresa noted that SAVE International has a presence on LinkedIn. She is now “connected”, and others may want to do the same.

AV Equipment

Continuing our discussion of purchasing some basic AV equipment for the chapter, Steven Thompson reported that he conducted some price comparisons, and Fry’s seems to have the lowest price for the equipment we’re interested in. Steven will make a proposal of lowest cost items for best performance.

These are the items being considered:

- Laptop – such as a low-end Dell
- Software - Microsoft Home Suite
- Web Cam
- Projector
- Screen
- Laser Pointer
- Carry Bag (Blane offered to donate an excellent quality used field bag)
- Monthly Services – internet and perhaps a virtual conferencing service (like GoTo Mtg, or Link, etc.)

We discussed the need for a laptop, and it was pointed out that it would be helpful for guest presenters, and that the secretary notes and files could be contained on it for easy transfer.

Steven, Anna Bremmer, and Teresa were tasked with developing a use policy for the equipment, and they met after the dinner and presentation to create an outline for Anna to further develop.

Upcoming Meetings

John Langer will present the Snohomish County VA next month. His intended co-presenter, Dave Hamilton will be out on assignment and cannot attend.

We will continue to look for alternative venues for future meetings. Teresa researched some sites southeast of Seattle but still in the Puget Sound Area, and the group is considering Vince’s in Renton for the March Meeting. Teresa will verify that the back room will work for our group.

Samih Shilbayeh offered to see if certain local public libraries will allow food to be brought in to their community rooms. That might be another option.

There was a question about recent attendance and how people get a record of their participation. Teresa noted that the minutes (with attendance records) are posted on the website for all to review.

Teresa will send out a query to the membership to see if enough people would be interested in attending a meeting in Vancouver, WA meeting in May to make it worthwhile to hold it there.

Anna will look into the question of whether members attending meetings “virtually” through web-cam and dial-in will receive certification credit for their participation.

Additional meetings this program year include the following:

- April 8 – Michael Schneider
- May 13 – Blane Long
- June 10 - (TBD) – perhaps Don Owings? Meeting will be in conjunction with SAVE Annual Conference in San Diego.

Presentation (7:05 – 8:05)

Tips and Principles for Effective Teaching

Steve Thompson (Boeing Enterprise Value Engineering Program Leader) led a presentation on how best to transfer knowledge through workplace learning events. He focused on three areas:

- How information is communicated
- How people receive and process information
- How people retrieve information

Steve’s presentation will be posted on the website along with these notes shortly.