**Minutes for the EWB USA RTP Professionals Chapter Meeting March 6, 2012 630 PM**

**Presented by Dan Fuccella 03/11/2012**

1. Welcome, Introductions (members & guests) (Dan Fuccella)
   1. Attendees: Sujit Ekka, David Newman, Kate Bronstein, Dave Heiser, Jamie Bort, Mike Dare, Kent Lioret, Katie Boniface, Dan Fuccella, Sarah Braman
   2. Guest: Andrea Siefers
   3. EWB NCSU guests: Nate Klingerman, Kekka Fort, Bryan Peele, Andrew Santos
2. Secretary’s Report (Jamie Bort)
   1. Approved the Minutes of 02/07/2012 general meeting
3. Treasurer (Jamie Bort)
   1. Treasurer’s Report

* As of 1 January 2012 we started with $3485 in our Unrestricted account
* $212 revenue in our unrestricted account from new member dues (not sure how many new members this is a result of - question for Anne)
* $0 expense in our unrestricted account
* As of 31 January 2012 net revenue in our unrestricted account: $3697
* As of 1 January 2012 we started with $946 in our Nicaragua account
* $1500 that EWB-USA transferred into our account (the money came from donations to EWB-USA - not our chapter)
* $1500 Program QA/QC (administrative) expense for the March 2012 Trip to Nicaragua
* $500 Program Infrastructure (administrative) expense for the March 2012 Trip to Nicaragua
* Net revenue in our Nicaragua account: $446
* Note: As of January 31, 2012 the $5000 grant from (?) has not been deposited in either of our accounts

b. Jamie suggested downsizing our PO Box to save money. – Approved

c. Transferred responsibility for maintaining the Assets List to Dave Heiser

d. Credit card given to Dan Fuccella for use in Nicaragua

1. Committee Reports
   1. Membership (Anne Holzem absent – no report)
      1. Katie Boniface to contact Anne re: Committee status:
         1. Tabulation of members
         2. Completion of 407 report (?)
      2. Members interested in mentoring are encouraged to visit <http://www.ewb-mentors.org/Beta> for details on the mentor database project.
      3. Katie Boniface to work with Ashley at EWB headquarters to acquire EWB member lists:
         1. EWB RTP members with payment status once per month.
         2. EWB members in our area that might not be EWB RTP affiliated
   2. Communications (Jamie Bort for Sarah Kahn)
      1. Jamie is to report how to access Board of Directors archives on Google Docs.
   3. Fund raising
2. Tim Parker resigned chairmanship – Kate Bronstein and Sarah Braman to assist after return from Nicaragua in March 2012. Potential projects:
   1. 5k race
   2. Benefit Dinner
3. Redox conference – opportunity declined due to lack of preparation
4. University Liaison Reports:

a. Duke (Anne Holzem absent: no report, Kate to contact Anne)

b. NCSU (Clarissa Livingston, Dan Fuccella) Nate Klingerman , NCSU Chapter President, Brian Peele and Andrew Santos reported on projects in Sierra Leon (drinking water & electric power), and Bolivia (drinking water). Their Chapter has ~ 90 paid members. The general Chapter meetings are held the first Thursday of each month that school is in session. They are looking for advice on how to seal an existing concrete cistern for use in holding drinking water in Bolivia.

c. UNC-CH (Sujit Ekka to take the lead as liaison and coordinate with Robin Maycock, Katie Boniface)

1. Nicaragua Project Status Report (Clarissa Livingston excused, Dan Fuccella)
   1. Will be traveling March 15-26. Travel arrangements are made
   2. Discussed communications with Rose. Additional questions to be sent.
   3. Sarah Braman applied for and was awarded a $5,000 grant for the project through her employer, CH2M HILL.
   4. Previously passed motion regarding expenditures for the trip changed to state “up to a total of $2000.00 of the trips expenses will be reimbursed by the Chapter”. Unanimously accepted. $5,000 from CH2M HILL and possible $1,700 from CDM Smith are to be used for reimbursement first.
2. Old Business:
   1. By-Laws implementation.
      1. Officers are to review Dave Newman’s draft for discussion and vote at the April meeting.
   2. Roles and Responsibilities document review
      1. Mike Dare to present suggestions at the April meeting for discussion and vote
   3. Chapter Objectives Statement – Dan Fuccella is to present ideas for discussion and vote at the April meeting.
3. New Business:
   1. Katie Boniface was appointed the new NC EWB State Representative
   2. Kate Bronstein volunteered to explore the possibility of working with RTI at some level.