



American Institute of Chemical Engineers Dallas Section

AIChE Dallas Section Executive Committee Meeting Minutes (November 27, 2018)

The Executive Committee (EC) meeting was held at Two Guys from Italy, 11637 Webb Chapel Road, Dallas, Texas, starting at 6:05 pm.

The following officers and directors attended:

Chair: Andy Moore
Vice Chair: Julia Tossetti
Treasurer: David Brower
Director: Jim Clay
Director: Jim Muhitch

A quorum was present. Secretary Aguirre, Director Thut, and Past Chair Ballengee delegated their proxies to Moore.

The following topics were discussed:

1) Chair's Report

- YP award criteria: A status update was provided.
- Social media: The section's Facebook account has not been updated in over two years, so Moore requested we get metrics on traffic to the site. Based on the interest we can decide whether to keep and update the page or discontinue it. James McCreary will be asked whether he can update the page. Chair Moore made a motion to keep the Facebook account as part of the Local Section social media portfolio and monitor hit/click rates for evaluation in May 2019. The motion was approved.
- Outreach options: Member Joe Barth attended the meeting to discuss possible outreach options. He recommended interacting with UT Arlington's engineering camp, and mentioned Boy Scouts and Girls Ink as other possibilities to consider. Joe Barth may suggest someone to present to the section in March 2019.
- STEM scholarship: Chair Moore proposed we give a scholarship of US\$500 to UT Arlington's Girlgineering camp. The motion was approved. Director Muhitch will notify the organization and report back on how we can accomplish this.
- Email service providers: Considering that Constant Contact has generated positive feedback, Chair Moore made a motion to switch from our previous email communication provider to Constant Contact. The motion to change providers was approved.

2) Vice Chair's Report

Tossetti reported on her interactions with Southern Methodist University (SMU) regarding possible section participation in the Dallas Regional Science and Engineering Fair to be held in February 2019. The EC decided to provide judges in 2019 and consider doing demonstrations in future years.



The speaker scheduled for the January 2019 meeting will be Shahmeer Mirza from Pepsico, who will speak about artificial intelligence.

3) Treasurer's Report

Brower presented a proposed budget and asked for approval by the EC. The proposed budget for FY 2018-2019 (copy attached) was approved. Brower also presented the financial report to date which generated some discussion. The treasurer obtained a Section debit card.

4) Secretary's Report

The October 23, 2018 EC and Section meeting minutes were approved by email on November 5, 2018 and posted in the local section website.

<https://www.aiche.org/community/sites/local-sections/dallas/meeting-presentations-minutes>

5) Section email address

The email address [aiche.dfw.local.section@gmail](mailto:aiche.dfw.local.section@gmail.com) was created for section business use. Messages related to PayPal will be forwarded to the Treasurer and others to the Vice Chair, with copy to the Chair.

6) 2019 Symposium

The plan is to start by finding a corporate sponsor. Possible candidates for sponsorship include UT Arlington, PepsiCo, and Pioneer. Chair Moore suggested to make this a full day event. Director Muhitch will contact UT Arlington about possible sponsorship. The theme being considered for the 2019 Symposium is "startups."

7) Christmas Dinner

Due to confirmation by only 8 people to attend the Christmas Dinner on December 6, 2018, Vice Chair Tossetti will send a reminder to all section members, asking for a response no later than Saturday, December 1, 2018.

8) Tour of Lipotec Plant

Director Muhitch continues to pursue the possibility of touring the Lipotec plant in Lewisville, Texas. He indicated that it might require a full day that would include catering. He will continue to work on the logistics with a target of February 2019 or later.



**AICHE Dallas Section
Meeting Minutes (November 27, 2018)**

A Dallas Section meeting followed at 7:08 pm, with 25 participants. The list of attendees is attached.

The officers gave their reports, after which Dr. Lance Kinney, Executive Director of the Texas Board of Professional Engineers was introduced and made a presentation titled “Professional Practice Update / Ethics”. The presentation is available in the following link of the section website:

<https://www.aiche.org/community/sites/local-sections/dallas/meeting-presentations-minutes>

Dr. Kinney offered to assist with judging of the state-level science fair mentioned during the meeting. He also expressed his support for involvement in science fairs.

The meeting was adjourned at 8:20 pm.

Fernando J. Aguirre
Secretary
December 7, 2018
(Notes provided by Vice Chair Tossetti)



Meeting Attendees

- 1) Joe Barth
- 2) Raymond Bodo
- 3) Mike Bolhofer
- 4) Daryl Boyne
- 5) Blake Branson
- 6) David Brower
- 7) Jim Clay
- 8) Deborah Dempsey
- 9) David Dickey
- 10) Fred Eisen
- 11) Karl Gutzke
- 12) Carlton Karlik
- 13) Evelyn Kelly
- 14) Raghu Khetan
- 15) John Klim
- 16) Andy Moore
- 17) Paul Morehead
- 18) James Muhitch
- 19) Ram Raghavan Ramanan
- 20) Jose Ramiro Rodriguez
- 21) John Spessard
- 22) Bob Stevens
- 23) James Talavera
- 24) Julia Tossetti
- 25) Rick Wyly