



## Society of Plastics Engineers Detroit Section Board of Directors Meeting Minutes

November 11, 2019 Board Meeting

### Meeting Location

American Chemistry Council  
5750 New King St.  
Troy, MI 48098

### Remote Location

None

### Call-In Information

US: (712) 832-8330  
Pass Code: 5855927

**Attendance/ Voting** – Marc Bahm (ph), Richard Broo(ph), Dawn Cooper (ph), Laura Correa (ph), Pete Grelle (ph), Wayne Hertlein, Todd Hogan- Adrian held Todd's proxy, Sandra McClelland, Adrian Merrington (ph), David Okonski, Bob Petrach, Tom Pickett (ph), Tom Powers, Nippani Rao (ph), Armando Sardanopoli (ph), Suresh Shah, Laura Shereda, Keith Siopes (ph), Sassan Tarahomi (ph), Eve Vitale – Laura Shereda held proxy, Bill Windscheif. 20/26 voting.

Also in attendance – Karen Rhodes-Parker, Namrata Salunke (ph).

Board members not in attendance and unable to arrange proxies: Lyle Beadle, Neil Fuenmayor, Norm Kakarala, and Irv Poston. Fang Wang.

**WELCOME AND INTRODUCTIONS:** The meeting was called to Order at 5:30 by President Laura Shereda.

### **Approval of Meeting minutes for September 16, 2019.**

Laura Shereda asked if everyone had reviewed the minutes that were sent out last week for review and if there were any additions or corrections. Bob pointed out minutes that were sent had many correction in formatting and punctuation suggested by Pete incorporated since as well as the addition of the agenda as an appendix.

Bill moved minutes be approved as amended, Sassan seconded. Motion passed by voice vote.

### **Councilor's Report – Sassan Tarahomi**

Sassan explained he was unable to be on the phone call due to a last minute work demand and unable to arrange a proxy to sit in on call. Fortunately Suresh Sha, SPE Detroit Board Member is Automotive Division Councilor and supported Sassan as Sassan delivered his report.

**September 20, 2019 Remote Council Meeting Minutes.**

Fall 2019 CCOW & Councilor meeting on Thursday, November 14 & Friday, November 15 at the new SPE HQ at the Summit, 100 Reserve Road, Danbury, CT 06810 (see agenda, notification and HQ picture slides)

SPE HQ has finalized "Fee for Service" model for Events and General Services to enable them to charge for various services. (see later slides for more detail)

New SPE Governance Model (see slides describing the new model)

**1. Welcome, Anti-Trust & Conflict of Interest Statement (B. Landes)**  
President Landes called the meeting to order at 8:00 EST. He reminded everyone that the meeting was held in accordance with the SPE Anti-Trust and Conflict of Interest Policies.

**2. Approval of Agenda (B. Landes)**  
The agenda was approved as published.

**3. Roll Call (J. Lyons)**  
100% Councilor Attendance (100% in attendance, a quorum was established to conduct business).

**4. Approval of Minutes (J. Lyons)**  
VP Lyons motion to approve the minutes from Council 1 held on March 16, 2019. **Motion is seconded and approved.** VP Lyons next motion to approve the minutes from Council 1 held on March 17, 2019. **Motion is seconded and approved.**

**5. President's Opening Remarks (B. Landes)**  
President Landes thanked Council on what we are trying to accomplish at today's meeting, specifically proposed changes to our election cycle and governance model. Leaders went on to reiterate any Fisher, Ronald (aka James), Francis Farmer, Peter Simmons, Robert Leach and Mark Worn.

**6. New Section Student Representative (B. Grady)**  
Fall President Grady reviewed his presentation regarding a proposed change to the election cycle. Grady outlined the concerns between the current timeline and the proposed model, leading to benefits for the Candidates and the Society, primarily increased engagement with the future leaders of the Society.

**7. Bylaws and Policies Update (M. Maclean-Blevins)**  
Mark reviewed the recommended changes to the bylaws that were posted on the Chain for 30 days. Mark started with the bylaws related to the proposed changes to the election cycle. As found on the Chain, there are proposed changes to:

- 1) 3.1.1 Council Year
- 2) 3.2.1 Nominations at Large
- 3) 3.2.2 Election Cycle
- 4) 7.4 Order of Election
- 5) 7.5 Election of Officers
- 6) 8.1.2.2 Section or Division Committee
- 8) 8.2 Section of Division Committee Form of Office
- 8) 8.2.4 Vacancy Replacement
- 8) 8.2.4 Vacancy Replacement
- 10) 14.1.3.1 Nominations (new bylaw entry)
- 10) 14.1.3.2 Election
- 10) 14.1.3.3 Responsibility

Mark motion to disapprove all of the recommended changes to the bylaws and the motion was **seconded** by Fall President Grady. Discussion on reasons to allow candidates to run from the floor as well as questions regarding the updated ones of the nominating Committee. The motion is **approved**.

**8. Governance Task Force Phase 2 Presentation (B. Mulholland)**

VP Mulholland reviewed his presentation regarding a proposed change to SPE governance. He started by outlining the current governance and how it had evolved as a result of the first phase of governance changes in March 2017. Bruce went on to list some observations he has made, either personally or from communication with other Councilors, regarding our current situation. Bruce cited research suggesting the appropriate Board size for nonprofits is 14-18 members. Prior to presenting the proposed model, he highlighted the goals of a new governance model which centers on generating greater member value. Bruce concluded by commenting that the presentation will be put on the Chain and it is imperative that we continue discussions to do what is best for the relevance of the Society.

**9. Services Rollout Update (P. Farrey)**  
CSE Farrey gave an update on the HQ Services model. He reviewed the members of the team and the contributions that each has given based on their experiences in their respective Sections and Divisions. A variety of options were evaluated setting on bundled, standard packages for event services, it is early pricing for additional services and the inclusion of more standard HQ services, Fee of charge. In the end, those select chapters that have been historically low will pay more and those that have historically been high will pay less. This model elevates the historical L2s so that Chapters have previously been subject.

This effort is not intended to be a profit center for SPE but rather a sustainable service for our Chapters. In most cases, the services offered will cost less than what is obtainable from 3rd parties and the learning curve is minimized. This model is for events scheduled after 1/2/2020.

**10. Division Name Change Request (J. Lyons)**  
VP Lyons discussed why the Sustainability Division would like to change their name to the Recycling Division. The Division called their membership and the request passed so it was brought before the Division Committee and Executive Board where the request passed. VP Lyons subsequently motioned to approve the request of the Sustainability Division to become the Recycling Division. The motion was **seconded and approved**.

**11. Old Business/New Business (B. Landes)**  
President Landes entertained old and new business, both receiving none.

**12. Adjourn: Next Meeting (B. Landes)**  
President Landes called for a motion to adjourn which was **seconded and approved**. November 14 & 15, 2019. New SPE HQ in Danbury, CT.

**November 14 -15, 2019 CCOW & Councilor Meeting at SPE HQ**

**Agenda**

**2:00 pm CCOW Session. Council Begins in the same room beginning at 3:00 pm.**

ITEM #	TIME	MIN	ITEM	PRESENTER
1.	3:00	2	Welcome, Anti-trust & Conflict of Interest	B. Landes
2.	3:02	3	Approval of Agenda	B. Landes
3.	3:05	5	Roll Call	J. Lyons
4.	3:10	5	Approval of Minutes	J. Lyons
			• Council Meeting Minutes, September 20, 2019	
5.	3:15	10	Opening Remarks	B. Landes
6.	3:25	20	Financial Update	J. Dworschak
			• YTD July Financials	
			• Financial Forecast 2019 Preliminary Results	
			• Budget 2020 Planning	
7.	3:45	60	CEO Update	P. Farrey
			• What's new at HQ?	
			• HQ Services Roll Out	
			• Plastics for Life	
			• Q&A	
	4:45	15	BREAK	
8.	5:00	60	Governance Task Force Phase 2	B. Mulholland
	6:00		Council RECESS to RECONVENE at 9:00 AM	B. Landes

*Announcement: breakfast on your own*

ITEM #	TIME	MIN	ITEM	PRESENTER
10.	9:00	5	Council Reconvenes - Welcome Back	B. Landes
11.	9:05	60	Governance Task Force Phase 2 (Continues)	B. Mulholland
12.	10:05	10	Bylaws and Policies	M. Maclean-Blevins
13.	10:15	5	Council Committee of the Whole Recap	B. Kapur
14.	10:20	30	ANTEC Update	P. Farrey
15.	11:05	30	Student Centric Event Update	J. Gomez
16.	11:20	10	VP Marketing and Communications Update	C. Carlin
			BREAK	
17.	11:40	10	VP Divisions Update	J. Lyons
			• Housekeeping items	
18.	11:50	10	VP Sections Update	S. Eastman
			• Housekeeping items	
	12:00	30	LUNCH BREAK- Working lunch	
19.	12:30	15	SPE Foundations Update	E. Vitale
20.	12:45		Old Business/New Business	B. Landes
21.	2:00		Adjournment Next Meeting	B. Landes
			• March 28-29, 2019 San Antonio at ANTEC	

**Notification & Actions Requested**

**Notification and Action Requested**  
The following are a list of the items that have been requested to be placed on the agenda of the Fall Council Meeting, November 2019 for Council's consideration.

**12. Section Reorganizing Item**  
SPE Headquarters, Executive Board and Sections Committee will be requesting approval at the Fall 2019 Council Meeting for the following Sections to be placed in Provisional Status:

- 01 United
- 10 New York
- 02 Nevada City
- 07 Nevada Mountains
- 02 Tennessee Valley

A Section that has not fulfilled the minimum requirements under SPE Operating Policy Number 03 may be placed in Provisional Status for a period of up to one year. During that time current members of the Section will have time to reorganize the group. After the Provisional Status period if the Section does not reorganize, the Section will be officially abandoned.

This request will be presented for vote to Council.

• SPE Headquarters, Executive Board and Sections Committee will be requesting approval at the Fall 2019 Council Meeting for the establishment of following Student Chapter: **Lakehead University**. They have submitted completed petition paperwork and will be sponsored by the Ontario Section. This request will be presented for vote to Council.

• SPE Headquarters, Executive Board and Sections Committee will be requesting approval at the Fall 2019 Council Meeting for the following Sections to be placed in Abandoned Status:

- 07 Brazil
- 07 Central Europe
- 21 Cape Salt Lake
- 04 Toledo

Reorganization attempts have failed for these Sections while they were in Provisional Status, a Section that has not fulfilled the minimum requirements under SPE Operating Policy Number 03 may be placed in Provisional Status for a period of up to one year. During that time current members of the Section will have time to reorganize the group. After the Provisional Status period if the Section does not reorganize, the Section will be officially abandoned.

This request will be presented for vote to Council.

**13. Division Reorganizing Item**  
SPE Headquarters, Executive Board and Divisions Committee will be requesting Council to grant Divisions charters during the Fall 2019 Council Meeting for the following Divisions: **Entrepreneurship**.

Sassan then showed photos of new SPE HQ (not included in minutes)

# Final SPE Fees for Event Services

\* Subject to technology capabilities

\*\* Additional Cost May Apply

\*\*\* Subject to Availability

\*\*\*\* Includes Only: Member/Non-Member Early/Regular and One Sponsor Registration Rates Only

SERVICE	FULL EVENT PLANNING, EXECUTION AND SERVICES	FULL EVENT SERVICES	EVENT SERVICES	BASIC EVENT SERVICES	NETWORKING EVENT
	All Inclusive and Fully Customizable Price Based on Services Provided	Customizable	Standard	Limited	Golf Outing, Ball Game, etc.
SPE Web Site Calendar Listing	YES	YES	YES	YES	YES
Design	YES	Event Theme Artwork	Event Theme Artwork	Event Logo and Web Site Header Only	Event Logo Only
Promotional Emails	YES	Up To 14 (Monthly, Then Bi-Weekly in Month Before The Event)	Up To 8	Up To 5	Up to 2 (To Participating Section/Division/RS Members Only)
Printed Materials: Signs, Handouts, Badges, Lanyards, Logo Gear, etc.	YES	Plus Cost of Materials	Plus Cost of Materials	Plus Cost of Materials	Plus Cost of Materials
Event Web Site	YES	YES	YES	YES	1 Web Page Only
Registration System (Includes Income Accounting and Customer Service)	YES	Fully Customized *	Standard System Only ****	Standard System Only ****	Standard System Only ****
Social Media Posts	YES	Up To 12 (Monthly, Then Bi-Weekly in Month Before The Event)	Up To 8	Up To 5	NO
Plastics Insight Newsletter Ads	YES	YES *** Plus Calendar Listing Available **	Newsletter Calendar Listing Only Available **	Newsletter Calendar Listing Only Available **	NO
On Site Staffing/Support	YES	YES	YES	YES	NO
Plastics Engineering Ads	YES	Up To 3 Full-Page Ads or 6 Half-Page Ads	Up To 2 Half-Page Ads	NO	NO
Event Signage Design	YES	YES	YES	NO	NO
Event APP	YES	Fully Customized *	Standard Functions Only	NO	NO
On-site Badging	YES	Available **	Available **	NO	NO
E-Ads on SPE Web Site	YES	YES ***	NO	NO	NO
E-Ads on SPE Chole	YES	YES ***	NO	NO	NO
Article in Plastics Engineering	YES	Pre-Event	NO	NO	NO
Article in Plastics Engineering	YES	"Best Presentation" Type Article Post-Event	NO	NO	NO
SPE Press Release	YES	2 Pre- and Post-Event	NO	NO	NO
Paper Submission & Review System	YES	Fully Customized *	NO	NO	NO
Video Promotion	YES	Available **	NO	NO	NO
Session Recording	YES	Available **	NO	NO	NO
Audience Polling/Participation	YES	Available **	NO	NO	NO
Sponsorship Sales Support	YES	Available **	NO	NO	NO
Interactive Exhibitor Floorplan	YES	Available **	NO	NO	NO
Printed Show Guide	YES	Available **	NO	NO	NO
Site Selection	YES	NO	NO	NO	NO
Site Contracting	YES	NO	NO	NO	NO
Budgeting & Financial Management	YES	NO	NO	NO	NO
Planning & Logistics	YES	NO	NO	NO	NO
Vendor Assessment	YES	NO	NO	NO	NO

Sassan explained the schedule; there was some discussion, consensus that it was reasonable and workable.

# Final SPE Fees for General Services

Page 1

SERVICE	CHAPTER PAYS	NOTES
<b>Graphic Design</b>		
Business card design	No charge	Using SPE template
Postcards/Direct mail	\$150 per page	(See Note 1)
Print ad design	\$150-1000	(See Note 1)
Brochure design	\$200 per page	(See Note 1)
Tabletop or booth design	\$500-3,000 + materials	(See Note 1)
Signage	Call for pricing	(See Note 1)
Video production	Call for pricing	(See Note 1)
<b>Marketing</b>		
Social media postings (to SPE accounts)	\$50 per post	(See Note 2)
Direct mail	\$150 + materials + postage	(See Note 2)
E-advertising (banners, tiles, etc.)	Call for pricing	(See Note 2)
Ads in <i>Plastics Engineering</i> magazine	Call for pricing	(See Note 2)
<b>Email Communications</b>		
Draft or edit the email content (includes one review/revision)	\$150	
Draft or edit the email content - Additional revisions	\$250	
Format the email content into graphics (includes one review/revision)	\$150	
Format the email content into graphics - Additional revisions	\$250	
Create the email recipient list	\$100	
Deploy the email	\$100	
Content + Graphics + List + Send	\$300	
<b>Web Site</b>		
Web site development, hosting, maintenance	See web site for pricing	<a href="http://www.4spe.org/ChapterWebSite">www.4spe.org/ChapterWebSite</a>
<b>SPE Logo Items</b>		
Promotional Items	Item cost + shipping	
Booth in a Box	Shipping costs	
<b>Chapter Elections</b>		
Draft the election notice content (includes one review/revision)	\$150	
Draft the election notice content - Additional revisions	\$250	
Setup online ballot and report results	No charge	SPE system only
Create the election email recipient list	No charge	SPE system only
Deploy the election email	No charge	SPE system only

**Note 1:** All design includes initial design meeting, two concepts and up to two revisions. Additional concepts or revisions result in additional fees.

**Note 2:** Content supplied by Chapter. Does not include design.

# Final SPE Fees for General Services

Page 2

SERVICE	CHAPTER PAYS	NOTES
<b>Newsletters</b>		
Write or edit content	Call for pricing	
Format (1st time)	\$250-2500	
Format - Additional issues with existing design	\$150	
E-deliver	\$100	
Post to SPE Library	No charge	
<b>Processing Credit Card Payments</b>		
Posted by Chapter using HQ online system	3% of transaction amount (Processor fee)	
Posted by HQ	\$25 per transaction + 3% of transaction amount (Processor fee)	
<b>Webinar Hosting and Support</b>		
Setup, deliver and record one-hour webinar	Call for pricing	
<b>Accounting</b>		
Invoicing	\$50 per invoice	
Collections	Call for pricing	
<b>General / Admin</b>		
Design of SPE logos and corporate graphic standards for Chapter use	No charge	
Coordination of timing of Chapter events	No charge	
Chapter compliance notifications (Includes annual reminders)	No charge	
Maintenance of umbrella IRS Not-For-Profit status	No charge	
Chain Community Management/Support	No charge	
Chapter annual business filing - State of CT	No charge	HQ pays \$50 per year per Chapter
Chapter Business Insurance	Annual premium only	
Membership development support	Call for pricing	
Advertising sales/management/support	Call for pricing	
Member awards/recognition support	Call for pricing	
<b>Other</b>		
Additional services as requested	Call for pricing	
<b>Note 1:</b> All design includes initial design meeting, two concepts and up to two revisions. Additional concepts or revisions result in additional fees.		
<b>Note 2:</b> Content supplied by Chapter. Does not include design.		

## Sassan then presented changes to Governance Model.

### Why SPE HQ New Governance Model?

- Need to be able to act more quickly.
- Need to have qualified people with proper position descriptions and reviews of performance.
- Knowing a 90+ body that meets 2-3 times a year is a chaotic way to govern ourselves.
- The new EB positions give a focal point for all interested folks to get answers as well as giving attention to critical areas.
- The NGAB addition reinforces our drive to engage younger.

6. RE: SPE - New Governance Proposal

0 | Recommend

Posted 09-10-2019 1:5:56

Reply

 Bruce Mulholland

Actions

There have been some questions regarding the election process and the roles and responsibilities of the new Director positions. Here are some initial thoughts on these topics.

Council will have a great deal of latitude in establishing the processes for how the representative Directors are nominated and elected. Council will have complete autonomy in the actual elections. There will be term limits of nine years on the Board of Directors not counting President-elect, President and Immediate Past President. So if someone served as a Director for 3 years and wanted to then run for a VP position, they could only serve on the Executive Committee for another 6 years for a total of 9. If they successfully ran for President-elect in year 9, their total time on the Board of Directors will be 12 years. This is the same as the current EB term limits (9 + 3 = 12 if elected President).

Since there are term limits on the Board of Directors, Councilors who have previously been President of the Society are ineligible to serve again as either EC or Director. Also, Councilors who have served less than 9 years in the current Executive Board model are eligible but their past service will count towards the 9 year term limit. This was similar to what was done in the prior GTF.

- o The nine Directors would continue to be Councilors for their chapter. They do not have to give up their Council seat like the EB does.
- o The nine Directors will be full voting members of the 19 member Board of Directors of the Society, with equal rights and responsibilities as the Board members elected by the general membership. In this capacity they are helping to manage the overall affairs of the Society.
- o One of the nine Directors will simultaneously serve as the Chair of Council, to conduct joint meetings of Directors and Council. Joint meetings of the Board of Directors and Council would still be run by the President of the Society as it is today.
- o In addition, the Directors would assume responsibility for the activities and maintenance of SPE Chapters.
- o One Director chosen by their peers would lead the Sections Committee, another would lead the Divisions Committee, a third would oversee the SIGs.
- o It would also be advantageous to have a Director chosen to lead Student Chapters. These groups are currently buried in the Sections Committee. By increasing the number of leadership positions, Student Chapter leadership could be and should be separate.
- o These committees and the Directors would handle all approvals for chapter maintenance (creation, ongoing compliance requirements, provisional status, etc.).
- o All 9 Directors would meet with Council regularly to hear the voice of membership through Councilors, get input from Council on initiatives and activities, and get volunteers for various committees and task forces.

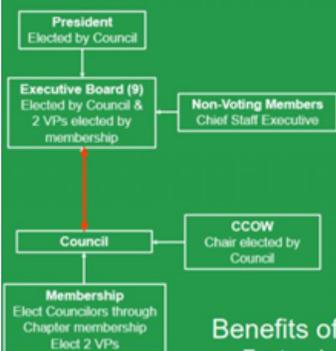
Hope this helps to clarify and stimulate some good discussion and other ideas.

Thanks,

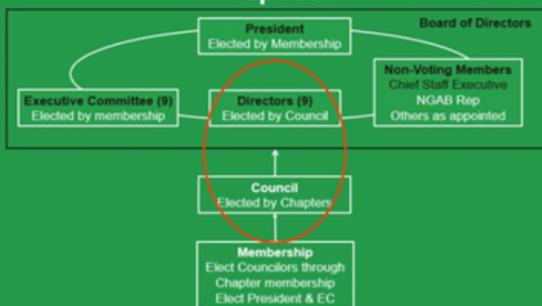
Governance Task Force Phase 2 Sassan presented slides and there was considerable discussion and concerns about the new models.

## SPE Governance

### Current



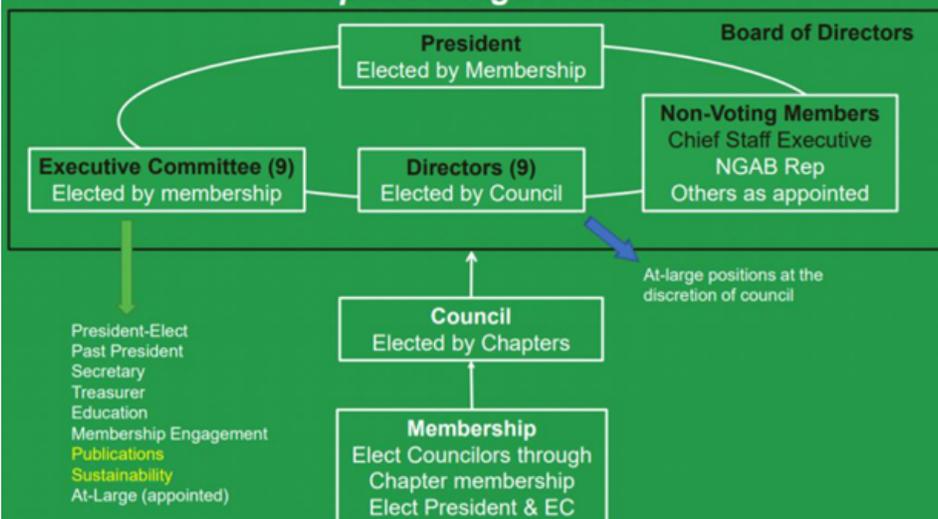
### Proposed



#### Benefits of Proposed Organization:

- Faster decision making
- Expanded leadership opportunities
- Deepened personal bonds due to more intimate Board meetings
- **Close communication gap between EB and Council**

## SPE Governance Proposed Organization



**Goals of new Governance Model**

**Creating Greater Member Value**

- Deliver personal and professional growth
  - Expand leadership opportunities **From 10 to 18**
  - Increase leadership pipeline for executive positions **From 1 to 9 for EC; 9 to 18 for Pres-Elect**
  - Deepen personal bonds due to more intimate meetings **From 90 down to 18**
- Enhance our ability to effect change in our industry
  - Ability to quickly pivot to industry trends while optimizing input **Faster decision making**
  - Act forward looking rather than in arrears with decision making and strategic direction **Better input**
  - Increased ownership of the society's well-being and relevance
    - 20 people whose primary objective is to act in the best interest of the Society**

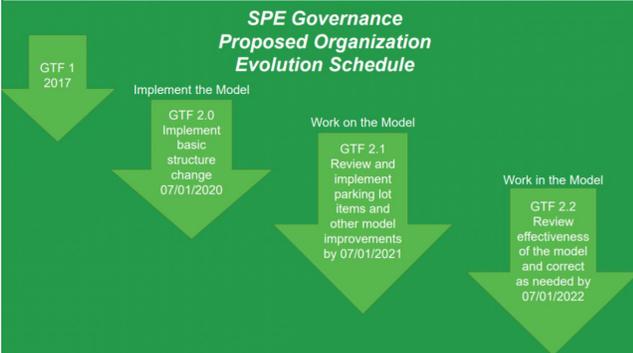
**Strong foundation will deliver stronger member value over time**

**Other Benefits of the New Governance Model**

- Close the communication gap in both directions between leadership (BoD) and Council
- Council meetings can all be virtual eliminating Council travel expense burden on Sections and Divisions
- Potentially** can increase term limits for Councilors
- Potentially** can eliminate the requirement that Councilors have to be a separate person from other chapter officers
- Potentially** can eliminate the need for official proxies at the Council level
- Enables at least 9 out of 19 leadership positions are Councilors
  - Current structure can potentially have no former Councilors on EB (currently we have 5 out of 9)

**Proposed Implementation schedule**

Dates	Activity
Now until Nov Council Meeting	<ul style="list-style-type: none"> <li>Post slides on the Chain; solicit questions/feedback</li> <li>Compile answers in FAQ document</li> <li>Use November CCOW meeting for Q&amp;A</li> <li>Watch for scope creep &amp; capture ideas in a parking lot for future consideration</li> <li>Vote in principle on the new governance model</li> <li>Solicit candidates for new Director positions</li> </ul>
November until ANTEC	<ul style="list-style-type: none"> <li>Prepare and approve Bylaws around the election process and other required changes to allow elections for new positions in Q2 2020 to be effective March 2020</li> <li>Prepare and approve Bylaws that describes the new governance model and interfaces to be effective 07/01/2020</li> </ul>
07/01/2020	<ul style="list-style-type: none"> <li>Begin operating under the new governance model</li> </ul>



SPE New Governance Model has a pinned thread on the CHAIN

General consensus was that the plan as presented was unsatisfactory. Board members are to send their concerns to Sassan by Wednesday morning so he can represent us properly at Councilor's meeting 11/14-15/2019.





# 2019-2020 SPE Detroit Section Events

#	Date	Event	Location	#	Date	Event	Location
1	September 3, 2019	SPE Detroit Section Fall TDM K.O. Meeting Michigan State Court Center Key Note Speaker: Jeff DeGrange Chief Commercial Officer Impossible Objects Inc. Chicago, Illinois U.S.A.	Michigan State University Management Education Center 511 W. Square Lake Rd. Troy, MI 48068	10	March 30-April 2, 2020	ANTEC	San Antonio, TX
				11	April 6, 2020	SPE Detroit Section Board Meeting	ACC
2	September 16, 2019	SPE Detroit Section Board Meeting	ACC	12	April 20, 2020	???	Piason Carbon Composite Plant Tour 46908 Liberty Dr., Wixom, MI 48393 (248) 924-3300
3	October 6-9, 2019	2019 TPO Conference	Detroit Marriott-Troy	13	<del>May 5, 2020</del>	2020 Auto EPCON	Detroit Marriott - Troy
4	November 11, 2019	SPE Detroit Section Board Meeting	ACC	14	May 11, 2020	Baker Industries Plant Tour	TBD
5	November 18, 2019	<del>King's Plant Tour</del>	<del>KING OF A SOL. &amp; TECH. (USA), INC. 47440 W. Michigan Ave., Suite 100, Canton, MI 48105</del>	15	June 22, 2020	SPE Detroit Section Planning Meeting	TBD
6	December 6, 2019	SPE Detroit Section Holiday Party	Royal Park Hotel Rochester, MI	16	June 23, 2020	Golf Outing	Bay Pointe Golf Club
7	January 6, 2020	Additive Manufacturing Solutions LLC ???	5000 East MD6 Suite B, Plymouth, MI 48169 (810) 522-3450	<div style="border: 1px solid yellow; padding: 2px; display: inline-block;">April 29, 2020</div>			
8	February 10, 2020	SPE Detroit Section Board Meeting	ACC				
9	March 5, 2020	Tour of PC&S Company	PC&S Facility				

## TPO report – Bill presented for Neil

2019 Conference – Post-Event Preliminary Summary (11/11/19)

- Conference Chairs:
  - Neil Fuenmayor - LyondellBasell
  - Bill Windscheif – Adv. Innovative Solutions
  - John Haubert - FCA
- Event Location: Detroit Marriot Troy Hotel – Troy, MI
  - Numerous positive changes first employed in 2018 were being carried over (i.e. Technical Session Rooms)
  - New changes were made to exhibitor and “common space” areas to reduce crowding (# of exhibitors, exhibitor layout areas, and exhibitor booth space allocations)
- Event Length: 3 ½ day total = 2 ½ day Program (Mon. – Wed.) + Sunday Set-Up/Workshops/Welcome Reception
  - Sunday – Oct. 6, 2019
  - Monday – Oct. 7, 2019
  - Tuesday – Oct. 8, 2019
  - Wed. – Oct. 9, 2019
  - *Event was considered very successful by several important metrics!*
- Keynote Speakers - 5 Keynotes:
  - Kristin Diczek - Vice President - Industry, Labor, & Economics - Center for Automotive Research
  - Joel Morales – Executive Director – Polyolefins – IHS Markit
  - Jeevak Badve - Principal and Director of Strategic Growth – Sundberg Ferar
  - Kim Holmes - Vice President, Sustainability - Plastics Industry Association
  - Dr. Arash Kiani - CEO, Alterra Holdings
- Sunday Workshops:
  - 2 Workshops (met target)
    - HP 3D Printing Solutions (Additive Manufacturing)
    - Impossible Objects (Additive Manufacturing)
- 2019 Technical Program – Technical Sessions:
  - (3) Concurrent Technical Program Tracks with (7) Technical Sessions
  - Technical Papers: 75 Papers/Presentations
  - All Papers on Attendee Flash Drive (Bill noted that all but one presentation made it onto flash drive)
- 916 Total Attendees [2018 was reported at 992]
  - Attendees were from 15 Countries
  - 29 States in USA represented

- Collected: \$91,745 (Registrations) [2018: \$113,080 due to slightly higher attendance and more sponsors/exhibitors featured; 2018 also was 20th Anniversary.]
- *Note Neil's slide had a complete breakdown and pie chart, see him if you want to review.*
- 916 Total Attendees
- Entire Automotive Supply Chain Represented
- Attendee Survey Feedback:
  - Only 100 Surveys Received – possibly due to APP malfunction?
  - 87% rated “Conf. Value vs. Cost” as *Good to High*
  - 95% rated “Networking Opps.” as *Meets to Exceeds*
  - Comments were Positive and Constructive
  - Re-affirmed the changes we made in 2019 to improve attendee comfort and logistics
  - Significant change from 2018 which had some negativity surrounding these issues
  - Deeper dive occurring at Dec. 2019 Comm. Mtg.
  - *Note Neil's slide had a complete breakdown and pie chart, see him if you want to review.*
- Hotel (Detroit Marriott Troy):
  - 435 Room Nights – Conference Guests
  - 18 Room Nights – Suites (Sponsor Use)
  - SPE Detroit Section Payment to Hotel: \$52,626 [+3.8% vs. 2018 which was \$50,679]
- Sponsors and Exhibitors:
  - Sponsorship Co-Chairs: Dr. Sassan Tarahomi – Alterra Holdings and David Okonski – General Motors
  - 60 Sponsors + Exhibitors [2018: 66]
    - 6 Platinums
    - 25 Golds
    - 29 Exhibitors (“stand-alone” only; most Platinums and Golds also exhibit)
    - 57 of the 60 required Exhibitor Space – All accommodated in new revised layout (57 is at full capacity)
    - Sponsor/Exhibitor “Wait List” in 2019: 7 Companies (all new)
  - Sponsorship Financial Status (Sponsorship) as of date:
    - \$285,400 Total Invoiced & Collected (100% Received)
    - [\$283,100 Total in 2018 which featured more sponsors and exhibitors]

**60 Sponsors and Exhibitors:**

2019 SPE TPO AUTOMOTIVE ENGINEERED POLYOLEFINS CONFERENCE SPONSORS:





- The SPE Chain – Meeting Notices with Comments and Link to Website
- Local Eblasts – 11/18 Kingfa Meeting Details and Reservation Information

Bill also pointed out that Irv was concerned about lack of advertising and website being out of date.

Marc has been posting information as he receives it. Instances such as late cancellation and tentative events scheduled do not always allow for website to reflect what is happening, but as long as information is to Marc it is posted within a day.

On the advertisement subject there was considerable discussion, reasons why our efforts are not successful and suggestions how to improve, many of which have been tried. Laura will contact Chris and there will be more discussion at the next meeting.

Discussion on social media:

We currently have four avenues of social media communications.

- The Chain – Adrian updates
- LinkedIn – Irv updates
- Facebook – Adrian Posts
- Twitter – Adrian posts – originally for SPE Detroit information only, now expanded to all SPE events.

Laura said that we get many non –SPE events that may be of interest to members that we are asked to pass on. She said any member can post to LinkedIn. This needs information needs to be better communicated to members. Laura reiterated that the membership list will not be shared or used to pass on non SPE event information.

#### **Toy Donation Program – Dawn Cooper**

Toy donation program will not be active this year. Due to production problems APT cannot produce for us this year. Material suppliers understand and remain committed for the future. Since molds are APT property, no option to mold elsewhere. Sassan commented that we should consider our own molds at some point in time. Dawn said that long term there will be further discussion on our own molds.

#### **Material Auction – Dawn Cooper**

Dawn is currently quoting venues but probably will stay with MGM Grand. Timing is probably February or early March at the latest. Donors prefer to have donations processed earlier in the year.

#### **Intersociety Report – Wayne Hertlein**

2019/2020 ESD Schedule of Events

- 09/18/19 Affiliate Council Meeting (Will start collecting toys for the orphanage in October, November and December).
- 10/16/19 Affiliate Council Meeting (Fall Networking event sponsored by the Detroit Metro Convention & Visitors Center)
- 11/20/19 Affiliate Council Meeting
- 12/06/19 Gold Award Nomination Deadline
- 12/18/19 Affiliate Council Meeting
- 01/15/20 Affiliate Council Meeting
- 01/28/20 ESD Future City Competition
- 02/19/20 Affiliate Council Meeting (This is President's Week and Engineers' Week)
- 03/18/20 ESD Gold Award Banquet
- 04/15/20 Affiliate Council Meeting
- 05/20/20 Affiliate Council Meeting
- 06/17/20 Affiliate Council Meeting

## Next Gen Report - Namrata Salunke

Bowlero event is coming up in Royal Oak.

Next Gen is to be separated from Education committee. A budget proposal from Next Gen Committee is to be presented at the next meeting.

## Second Vice President – Dave Okonski

**Education -Sandra McClelland** – Sandra told us that awarding of the major scholarships at the TPO conference worked out well.

Then she reviewed budget.

### 2019-2020 Education (6-2019)

	2016 Budget	2016 spent	2017 Budget	2017 spent	2018-19 budget	2018-19 spent	2019 proposal	2019 spent	2019 remain
Scholarship	\$50,000	\$36,217	\$50,000	\$50,000	\$53,000	\$46,500	\$63,000	\$63,500	-\$500
Posten scholarship					\$50,000	\$50,000	0		
Plastivan	\$57,250	\$52,950	\$57,250	\$57,250	\$57,250	\$55,240	\$57,250	\$4,725	\$57,252
National Support	\$10,000	\$17,500	\$17,500	\$1,500	\$5,000	\$4,996	\$5,000		\$5,000
Area Programs – (includes 2019 budget)	\$12,000	\$4,739	\$10,000	\$1,803	\$17,950*	\$3,648	\$10,000		\$10,000
Administration	\$1,000	\$236	\$1,000	\$87.47	\$1,000	0	\$500	\$346.50	\$153.54
Special Programs	\$3,000		\$3,000	0	\$3,000	0	\$3,000		\$3,000
Future Student Chapters	\$1,000		\$1,000	0	\$500	0	\$500		\$500
School support	\$20,000	\$12,835	\$60,000	\$60,000	\$15,000	\$15,000	\$0		\$0
Young Prof Race	\$2,000	\$2,000	\$2,000	\$1,000	0	0	0		
Next Gen Prog – Nation	\$6,000	\$6,000	\$6,000	\$6,195	0	0	0		
SAE Foundation	\$3,200	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500		\$3,500
Student Sections	\$20,000	\$8,400	\$20,000	\$10,400	\$15,000	\$9,300	\$35,000		\$35,000
Student award fees	\$47,210	\$47,210							
<b>Total</b>	<b>\$232,660</b>	<b>\$181,567</b>	<b>\$333,250</b>	<b>\$199,793</b>	<b>\$223,200</b>	<b>\$176,188</b>	<b>\$177,750</b>	<b>\$46,571.50</b>	<b>\$109,176.50</b>

Plan for Scholarship publicity is as follows:

- 1<sup>st</sup> newsletter (after TPO newsletter)
  - Photos and bios of all winners.
  - Special Scholarship essays.
    - 250 word essay requested.
  - Thank you notes
- Every newsletter after will have some of the essays in it.
- All photos and bios will be on the website.

Sandra presented some samples of a few thank you notes which are included here

**From:** Antonia Chin (Kettering)

**Sent:** Thursday, September 12, 2019 2:42 PM

**To:** Tom Miller

**Subject:** Re: 2019-2020 SPE Detroit Section Scholarship

Good afternoon Tom,

I hope you are doing very well. I am extremely grateful for this scholarship award. I was just sitting down last week stressing over how I would finance my final year of college and little did I know everything was in the works. You have no idea how much this means to me! I am truly honored to be a recipient of the 1st Women to Watch Outstanding Student Award, I am happy to be a direct testament to the efforts SPE has put into celebrating diversity in our industry.

Unfortunately, I am not readily available to attend the SPE TPO Conference since I depart for Germany next week to complete my study abroad semester for the Fall. If I could, I would love to write a few words to be read in my absence.

Once again, Tom, I am incredibly appreciative for SPE's commitment to supporting students in the industry and for your investment into my future over the years. Thanks a million

From: Nathan Ng (UofM)  
Sent: Thursday, September 12, 2019 2:16 PM  
To: Tom Miller  
Subject: Re: 2019-2020 SPE Detroit Section Scholarship

Hi Tom,

Thank you so much for this honor! The support of SPE Detroit means a lot to me, and I appreciate the help you have provided me along the way.

Thank you again!  
Nathan

Tom,

Thank you so much for the scholarship this year. It means so much to me to receive this money and I appreciate you funding my schooling.

As a quick follow up, I built my 3D printer over the weekend (it took approximately 20 hours). I have filament coming in today and I will be making my first prints. The way the class works is we will now be refining our 3D printing methods and hacking our 3D printers to have different abilities. You have funded this project of mine and more.

Thank you,  
Mitchell DeNooyer (Michigan Tech)

Sandra told us that there was a need for mentors for the scholarship winner. Objectives require mentors to work with students on their goals, help students with job searches and stay involved by reaching out periodically beyond graduation. Suresh and Laura volunteered.

**PlastiVan®-**

- Starting to get a list monthly. Tom will distribute.
  - Need to work to get updates
- Need to have volunteers attend and participate at visits.
  - Need to explain in 5 minutes or less about plastic opportunities.

**Schoolcraft – Armando Sardanopoli**

Manufacturing Day: October 4<sup>th</sup>:

- Peter Grelle and Armando Hosted Lab
- Over 600 Middle School Students
- 10 to 15 minute description of lab and program job opportunities
- Plastics, Welding, Metal Machining, Electronics, Metallurgy and Mechatronics
- Promotional Visits
  - Livonia Career Technical center
  - Taylor High School Engineering Classes
  - John Glenn HS CADD Class: Westland

**Additional Schoolcraft funding request**

Armando asked to invite both Deans from Schoolcraft to present request to us for additional funding for Schoolcraft's additional manufacturing facilities to go into their new building.

Sassan brought up it was possible to arrange a June event at Schoolcraft to show where they are at with the new facilities at this time. Bill suggest we hear from the Dean's first and also request the June event.

Laura stated that we are not ready for the Dean's to come in and present t us. We are working on a process for large money request and she would like to understand the request first. There is also concern as Schoolcraft has already received more funding from SPE Detroit than other schools with SPE student

chapters affiliated with the Detroit Section. There is a fairness aspect as well as the realization that if we approve this Schoolcraft request, funding for other schools will be limited and we'd have to say "no" to other requests that may be of more benefit to SPE Detroit Mission.

Adrian brought up that Armando and Sassan are both professors at Schoolcraft and that Compliance Committee should also do a review of the situation. Laura is working with SPE Headquarters and some other organizations to develop a policy and procedures for conflict of interest review and documentation.

**Sassan brought forward a request to the Education Committee to provide partial funding to a First Robotics in Fenton.**

**Request to fund First Robotics program**

- Funding to come from Area programs
- Funding of \$490 proposed by Education Committee
  - Sassan to stay in touch and mentor program
  - Plastivan Visit will be scheduled to school

Your donation is used for robot parts, tools, supplies, uniforms, competitions, transportation, off-season projects, and miscellaneous expenses. Our average annual cost for Fenton Robotics is \$40,000.

**Levels of Sponsorship Opportunities:**

<p><b>Diamond - \$5000 and up</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Name announced at each competition</li> <li><input type="checkbox"/> Name on Every Piece of Marketing Material</li> <li><input type="checkbox"/> Logo on Banner</li> <li><input type="checkbox"/> Logo on Robot</li> <li><input type="checkbox"/> Logo on Uniform</li> <li><input type="checkbox"/> Logo on Team Website</li> </ul> <p><b>Gold - \$500 to \$999</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Name on Uniform</li> <li><input type="checkbox"/> Logo on Team Website</li> </ul> <p><b>Friends of Titanium Tigers - up to \$100</b></p>	<p><b>Platinum - \$1000 to \$4999</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Logo on Robot</li> <li><input type="checkbox"/> Logo on Banner</li> <li><input type="checkbox"/> Name on Uniform</li> <li><input type="checkbox"/> Logo on Team Website</li> </ul> <p><b>Silver - \$100 to \$499</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Logo on Team Website</li> </ul> <p><b>Donations in Kind and Custom Partnership Packages are also welcome</b></p>
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**First Robotics**

**For Inspiration and Recognition of Science and Technology Robotics**

First Robotics was founded in 1989

Competition for Elementary, Middle and High School

Ages 6-10	Ages 9-16	Grades 7-12	Grades 9-12
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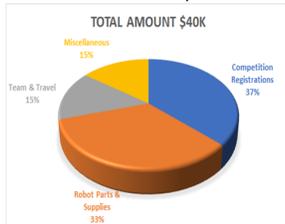
**What is FIRST Tech Challenge?**

FIRST Tech Challenge teams (up to 15 team members, grades 7-12) are challenged to design, build, program, and operate robots to compete in a head-to-head challenge in an alliance format



**Fenton School District First Robotics Teams**

**Expenses & Sponsors**



Sponsor	\$	Amount Received
Complete Computer	\$500	
Reggie/Kenyon Automotive	\$500	
Concrete Central Lab	\$50	
Covert Sports	\$500	
Eric Machine	\$100	
Henry Sales	\$200	
Kenon News	\$100	
Kenon Vision Center	\$50	
Maria Financial	\$200	
Paula	\$400	
Pro's Service Center	\$50	
Agency Art Grand Bats	\$500	
Protek & Johnson	\$100	
Rachel	\$200	
Travis Family	\$200	
The Sandberg	\$200	
Truman/Khalid King	\$100	
US Computer Chamber	\$500	
Waters Landscaping	\$200	
<b>Total</b>	<b>\$4,900</b>	

There was an extreme amount of discussion on this topic. It was noted that many other schools have First Robotics. There were concerns about setting precedents and opening

us up to more requests and concerns about fairness. There were questions and suggestions about who would be mentors or provide support as well as noting that many other groups support FIRST robotics teams.

Sandra noted that the Education Committee had review Sassan's proposal and supported this \$490 expenditure. It was moved by Sandra that this funding be authorized, seconded by Eve. Roll call vote was held as so many were on the phone. Vote came out 15 for, 4 against and 1 not recorded.

Motion passed. Sassan will give update reports and education committee will review possible expansion of the program and some policies and procedures recommendations.

**Old/New Business    Dr. Laura Shereda**

None

**Adjournment:**

Wayne moved to adjourn and Dave seconded. Motion passed. Meeting Adjourned at 7:46 pm.

Minutes respectfully submitted by Bob Petrach

**NEXT Meeting Day & Date: February 10, 2020 5:00 pm - 8:00 pm**

**Meeting Location**

American Chemistry Council  
5750 New King St.  
Troy, MI 48098

**Remote Location**

None

**Call-In Information**

**US: (712) 832-8330**  
**Pass Code: 5855927**

Appendix – Agenda follows

Bob Petrach 11/6/2019 12:23 PM

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Detroit SPE Planning Meeting  
Proposed Agenda  
November 11, 2019  
Join Zoom Meeting <https://zoom.us/j/5410656194>  
Call in number: 1 646 876 9923  
Meeting ID: 541 065 6194

	<b>President</b>	<b>Laura Shereda</b>
5:00 PM	Dinner	
5:30 PM	Meeting Call to Order	Laura Shereda
5:40 PM	Approval of Minutes	Bob Petrach
5:45 PM	Counselor Report	Sassan Tarahomi
6:00 PM	Budget	Tom Powers
	<b>President Elect</b>	<b>Dawn Cooper</b>
6:10 PM	House and Programs -Plans	Sassan Tarahomi
6:20 PM	Volunteers	Keith Siopes
6:25 PM	Nominations/Elections	Irv Poston
	<b>First Vice President</b>	<b>Bill Windschief</b>
6:30 PM	E-Communication	Irv Poston
6:35 PM	Intersociety	Wayne Hertlein
	<b>Second Vice President</b>	<b>Dave Okonski</b>
6:45 PM	Next Gen Advisor	Namrata
6:50 PM	Education	Sandra McClelland
6:55 PM	Schoolcraft Update	Armando
	<b>Old/New Business</b>	<b>Laura Shereda</b>
7:00 PM		
8:00 PM	Meeting Adjourned	Laura Shereda

Bob Petrach 11/8/2019 9:08 AM

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Bob Petrach 11/8/2019 9:08 AM

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