Society of Plastics Engineers Detroit Section Board of Directors Meeting Minutes

June 24, 2019 Board Meeting

Meeting Location	**Remote Location**	**Call-In Information**
Michigan State University Management Education Center 811 W. Square Lake Rd. Troy, MI 48098	None	**US: (712) 832-8330** **Pass Code: 5855927**

Attendance/ Voting –Marc Bahm, Lyle Beadle, Dawn Cooper, Pete Grelle, Wayne Hertlein, Norm Kakarala, Sandra McClelland, David Okonski, Bob Petrach, Tom Pickett, Irv Poston, Tom Powers – Bill Windscheif held proxy, Nippani Rao, Armando Sardanopoli, Suresh Shah , Laura Shereda, Keith Siopes, Sassan Tarahomi, Eve Vitale, Bill Windscheif. 20/23 voting. Unable to arrange or did not designate proxies Neil Fuenmayor, Todd Hogan, Adrian Merrington.
Also in attendance –Kelly Beauchamp, Richard Broo (2019-2020 director) , Laura Correa (2019-2020 director), Tom Miller (education Comm) , Rob Philp (TPO Comm). Namrata Salunke, Christian Skuras – Manvel Machinery, Fang Wang (2019-2020 director), and Karen Rhodes-Parker, Namrata Salunke.

WELCOME AND INTRODUCTIONS: The meeting was called to Order at 5:30 by President Eve Vitale**.**
Eve welcomed Laura Shereda as the incoming president for SPE Detroit Section 2019-2020. Eve stated that she was "ready to pass the gavel" and Laura graciously accepted. Eve recited the short version of Serenity Prayer (Grant me the serenity to accept the things I cannot change, the courage to change the things I can, and the wisdom to know the difference.) and noted that is seemed to take her 8 months to get to 'wisdom to know the difference' part.

Approval of Agenda – there was no formal approval of the agenda.

Approval of Meeting minutes for May 20, 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.
Eve moved minutes be approved, Bill seconded. Motion passed by voice vote.

Outgoing President's Message **Eve Vitale**
Laura Shereda invited Eve to present her outgoing remarks

- Newsletter- One of the highlights during the past year was the SPE Newsletter, widely accepted as excellent, with positive contributions from Bill Windscheif, Norm Kakarala, Sassan Tarahomi, and Lyle Beadle.
- ANTEC 2019 –SPE Detroit Section contributions were acknowledged and appreciated by SPE Headquarters Management and staff. SPE Detroit Section had a booth at ANTEC 2019, and was ably staffed with students and other volunteers courtesy of Keith Siopes – chair of volunteer committee. Eve cited Pat Farey's presentation about Board of Directors as a Non-Profit Corporation positively.

- Pat Farrey visit to our Board meeting in October
- Bylaws change – (actually a clarification on Proxy use)
- Two Executive Board meetings (including an internal audit)
- Laura Correa now a Treasurer in Training as well as being the Kettering Liaison
- Pinnacle Application, submitted for two sections awaiting results
- A new reporter in Lyle Beadle who has done some great human interest articles

Eve Vitale 9/13/2019 2:12 PM
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Eve Vitale 9/13/2019 2:12 PM
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Eve's slides are here. Click and drag to make bigger to read.

President's Message **Laura Shereda**

Laura started by thanking the board for the opportunity to represent SPE Detroit.
Her plans include:

- Detroit Section Mission and Scope- defining and expanding
- Evaluating Success – have committees define "success", ROI and adjust to align with mission and scope
- Improving Communication
- Consultation with Non-Profit Experts
- Role of SPE-HQ
- Collaboration and volunteer activities
- Reconnecting with Mid-Michigan
- Succession Planning
- Laura will work with Wayne Hertlein will work to clarify and refine Detroit Section By-Laws.

More specifics are in Laura's slides here, click and drag to make readable

Treasurer's Report - Tom Powers

Tom was not able to attend. Bill Windscheif (Assistant Treasurer) presented Performance to date 2018-2019 budget (7/1/18 to 6/30/19)
Income - $445 K actual versus budget of $652 K. Expenses $507 K actual versus budget of $604 K net deficit (over expenditure) of -$110 K
Check register was reviewed and everything looked in order.

Both are here –click and drag to size for reading.

Councilor's Report - Dr. Sassan Tarahomi

Sassan presented his report.

Next meeting is scheduled for November 14 and 15 2019 at new headquarters at 309 Old Ridgebury Rd. Danbury, CT.

Cost structure for services that SPE headquarters provides to Divisions and Sections is under review and will be revised.

There was an 11 am call today, but Sassan could not attend. Slides are here.

President Elect – Dawn Cooper

House and Programs -Plans - Dr. Sassan Tarahomi

Sassan presented his report. The Baker Industries Tour scheduled for May 11, 2020 has not been confirmed. Sassan is trying to schedule events near every student chapter in the Detroit Section. Sandra commented that U of M student chapter is very strong with over 50 members at this time. We need to focus supporting them and schedule more events near them.

Rob Philp may join Houses and Programs Committee; Sassan would like to turn responsibility over to someone else.

Eve asked for a poll of preferred date for the Holiday Dinner. Preferred date was (overwhelmingly) December 13. Karen is trying to schedule at Royal Park Hotel in Rochester if possible.

Sassan's slides are here.

TPO Conference - Neil Fuenmayor

Neil's slides (embedded here) were presented by Laura Shereda. TPO is on schedule and better than ever with worldwide recognition and influence moving into its second 20 years.

Auto EPCON- Sandra McClelland

See report embedded below. Hewlett Packard (HP) additive manufacturing exhibit created great excitement. Sandra thanked Dave for arranging for Kevin Quinn Director, Additive Design & Manufacturing as keynote speaker. Expenses are currently at $52,808. Income is still being tabulated as some of it was incorrectly assigned to TPO. There will be a profit.

Date for Auto EPCON 2020 is April 28, 2020.

Content from presentation

- 31 Sponsors, 26 Presentations, 293 Registrations, 21 Exhibits
- HP Exhibit and 3-D Printing
- Keynote Speakers
    - **Kevin Quinn – Additive Manufacturing, Brandan Dooley – IHS – PA66 Market, Laurie Harbour – Uncertainty in the Automotive Industry, Jay Langley – NA Light Vehicle Outlook**
- University of Michigan Moderators
    - **Allison Podnar, Luis Rangel-DeCosta, Nathan Ng, & Daniel Pisarski**
- 2019 SPE Auto EPCON Expenses - $52,808
- Bookkeeping Challenges, Awaiting Tom Powers
- Tuesday, April 28, 2020 SPE Auto EPCON - Troy-Marriott

Volunteers - Keith Siopes

See report embedded below.

Keith thanked all the volunteers and student volunteers for participation at ANTEC. Keith indicated he does need to make some improvements in lines of communications to have scheduling move more smoothly and with less effort.

Event Volunteer Coordination Planning

Date	Event	Location	# Volunteers
1/29/2019	Future City	Suburban Collection, Novi	Students: 0 Non-students: 6
3/19-21/19	SPE ANTEC	Renaissance Center, Detroit	Students: 10 Non-students: 4
5/29/2019	Science & Technology Career Pathways Open House	Schoolcraft College, Livonia	Students: 0 Non-students: 8
10/19-21/19	SPE Automotive TPO Conference	Detroit Marriott, Troy	Students: Non-students:
10/29-30/19	SE Michigan STEM Festival	Schoolcraft College, Livonia	Students: Non-students:

Event Volunteer Coordination Planning - Needs

Before events

- Description(s)-(What, where, when [brochure?])- Draft a Master list of events/integrate volunteer needs w/event planning
- Event Key Contacts (name, title, company or association, contact info) for each event.
- SPE Key Contacts (name, role, contact info)- Coordinate volunteers, independently (Yes/No/Shared)?
- Contact information for student chapter presidents.
- Volunteers needed for each event.
- What/When – Role(s),Description(s), How Many for each role & when for each event.
- Send e-mail blasts or targeted e-mails to potential volunteers.

During event

- To whom do the volunteers report
- Who should they contact with questions and/or issues
- Who will compile a list of (actual) volunteer participants (name, title, affiliation, contact info, role).
- Who will take pictures?
- Who will draft an event summary (# participants, # volunteer participants & roles)?

After event

- Provide pictures and summary to Volunteer Coordinator (Keith Siopes).
- Thank you e-mails to volunteers & encourage volunteering for subsequent (same/other) events same (Keith Siopes).
- Draft volunteer report for newsletter (Keith Siopes)

Early Involvement, Event & Contact Info, Integrated efforts with Committees

Nominations and Elections Irv Poston

Nominations and elections will be handled by Irv and Nippani as they were this past year. Nominations will be made the first meeting of 2020 (February 3, 2020). Nippani will collect bios and Keith will make sure everyone is contacted. General election will be in March with ballot submission deadline March 31. Results will be reported April 6, 2020.

Volunteers to Help from Last Ballot

- Laura Correa, newsletter article, sponsorship
- Alper Kiziltas, board work
- Eric LaBelle, volunteer
- Tom Miller, essay contest, PlastiVan®

- Robert Philp, board work

Awards – Pete Grelle

Pete started by thanking Nippani for handling the Awards duties for the last fifteen years and for a solid eight months of mentoring so Pete could take over.
Lifetime Achievement Award – Suresh Shah and Wayne Hertlein are nominated.
Lyle Beadle is nominated for Star Award
Bob Petrach was selected for Special Recognition award. Eve presented that award to Bob at this point in the meeting and will re-present this award at September meeting.
Pete Grelle is nominated for Outstanding Member Award.
Chase Plastics is nominated for a Community Service Award.
The Detroit Section could have other nominees as there are Large, Medium and Small company categories.
Anyone can make nominations, should be sent Nippani, Pete, Eve, or Irv by August 1, 2019.

SPE International awards - still need fellow nominees, will submit Bob Petrach for HSM again
Section Pinnacle Awards deadlines are July 15 and October 15.

Nippani moved to approve award nominations that are currently suggested, Eve seconded, Motion passed.
Awards will be presented at September 9, 2019 kick off meeting.

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Bob Petrach was nominated for Honored Service Member. Pete is "bird dogging" application and will guide Bob through process.
There are no SPE Detroit nominees for Fellow. Adrian turned down the opportunity for the Honored Service Award to represent the Section with an application.

A proposal is in process to add another Detroit Section Award – tentatively named Next Gen Award. Award would be given to a member 35 years old or younger (as of December 1 of the year of nomination) for exceptional service to the Detroit Section. Name of the award is under review.
Pete's goals for this year are:

1) Develop a timeline for what needs to be done and when.
2) Keep track of all awards and eventually work with Wayne to get into the Section History spread sheet.
3) Keep up with the awards presentation and strengthen the presentations highlighting impact on SPE.

First Vice President - Bill Windscheif

Newsletter/Communications - Eve Vitale

Eve gave a report reviewing the issues of the last year. Lyle will be doing Member Profiles on Laura Shereda and Dawn Cooper in the next couple issues.
There are four issues planned for 2019-2020. September issue will highlight TPO Conference.

e-Communication - Irv Poston

News Briefs published July 8, 2019. Article about the Emitted Energy tour and presentation from May 10, 2019 will be included with social media, SPE national, and Local E-Blasts (facilitated by Karen Rhodes-Parker).
Irv indicated that there are only 3 paid advertisers remaining. 4 have dropped their support. Minimum cost for a year of advertisements in SPE publications is $600, including Website. Sassan Tarahomi suggested that 1 or 2 persons be assigned to solicit sponsorship for the SPE Detroit Section website. Dave Okonski suggested that a 'Value Proposition' be created to present to prospective sponsorship so there will be a more complete understanding of what they get for their advertising dollars. Bob Petrach noted that Chris Surbrook had such a program already, but contacting at the right time and convincing sponsors of the value is not an easy sell. Fang Wang volunteered to solicit sponsors on behalf of SPE Detroit Section.

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Material Auction - Dawn Cooper

This event is still worthwhile, although metrics are decreasing. Dawn will contact previous donors to rekindle their interest. Getting material donations is not an issue, but need to focus on 'better materials' with no contamination. Another major challenge is getting bidders to attend the auction. We had to refund monies to purchasers (in 2019) because material was NOT AS DESCRIBED. We will not accept regrind or experimental grades because of lack of performance data. In the last few years, everything was sold at the auction. We had 15 different 'pre-bidders' this past year. We will include this topic for further discussion at the September meeting. Marc Bahm volunteered to be co-chair for 2019-2020.

Toy Program - Dawn Cooper

Dawn will start to solicit for materials donations starting in Mid-July. American Plastics Toys has necessary packaging materials, Maple Press has the labels. Her largest concern is where the toys will go. Toys for Tots will not take bulk packaged toys.

United Way has a good distribution network and will work with us. Smaller local distributions can be worked out if Dawn knows this in advance. However, she would need to know this by September. Sandra noted that the program with Detroit Police Department worked great last year but Dawn was not sure same program would be available this year.

Peter Grelle 8/15/2019 8:33 PM
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Golf Outing -Nippani Rao

Golf Outing is tomorrow (6/25) at Bay Point Golf Club in West Bloomfield
There are eighteen foursomes signed up, but more foursomes can still sign up.
General Polymers is the luncheon sponsor. Dinner is sponsored by Plastics Engineers and Technical Services (PETS). There are multiple door prizes, skins, putting contest, and a 50/50 raffle. Nippani has invoiced $10 K and collected $9K so far, should end up slightly in the black, but event is mostly for networking and fun. Nippani, Karen, Dawn, Marc and Pete are the committee.

Intersociety/Historian - Wayne Hertlein

General Responsibilities:
The Inter-Society Relations Committee coordinates the inter-related activities of the Detroit Section with the Engineering Society of Detroit (ESD) and other professional societies.
Specific Responsibilities:
The primary function of the Inter-Society Chairperson is to pass information on to the Board of Directors and Officers.
In so doing, other groups' activities will be known by our members.
We will also have the opportunity to cooperate with these groups more effectively.

Annual Budget:
ESD Membership - $300
Future City Sponsorship $1000
Gold Award Sponsorship $650
ESD Annual Dinner $1350
Total $3300
Note this does not count PlastiVan® visits as Future Cities Awards that will move to this budget from Education budget and is under review for how it will be handled in 2020.

Norm inquired what the difference was between the Gold Awards and the Annual Dinner. Wayne explained that the Annual Dinner is more formal and has a larger general attendance and attract more high level industry figures (Mark Reuss - President of General Motors was speaker this year). Bob noted he and Wayne talked about it after the Affiliate Council meeting last week as the INCOSE (International Council on Systems Engineering) rep noted how good the networking was and quality of the overall event, so good that INCOSE has increased their participation to two tables to have more of their people there networking. WE do need

to discuss the value proposition for SPE Detroit.

Wayne also briefly reviewed SPE Detroit history file. Both the Iron Man and Diamond Awards have been given a tab on the spread sheet which is available from Wayne Hertlein.

Second Vice President – Dave Okonski

Next Gen Advisor

Namrata Salunke gave the report:

Target 2-3 events per year, all with a social component.

Our next event will be in October and it will be our only event for 2019.

Better focus in 2020.

Chelsea and Jason will lead in organizing and planning the events with Laura and Namrata's assistance. We all need to work on growing our invitee list. Laura and Namrata will send lists to Chelsea to compile before the next event.

Laura will be our liaison to the board and will track conversions to SPE memberships. Focus will be publicizing the two years of free Young Professionals membership.

Namrata will be working directly with all student chapters to help increase their involvement post college and get some contact names from Eve.

The Next Gen committee agrees that creating a banner would be a good investment in NextGen and it would be nice if there was room to display at TPO Conference as well as other events).

Education **Sandra McClelland**

Education Budget Request

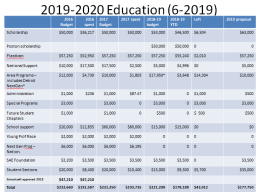
Changes vs. 2018

- Scholarships
  - Add $5,000 for scholarship for women
  - Increase scholarships by $5,000
- Increase in Student Sections by $20,000.
  - Provide additional interaction with the student chapters. This money will be used for additional interactions with the student chapters.
- Reduce administration by ($500)
- Area programs
  - Remove NextGen (spending needs to be approved and monitored) Not part of education.

In 2018-2019 budget there is $43 K left (some of this is still to go to Michigan State University)

Major items supported last year were PlastiVan® - $57K, Scholarships - $63K, Student Section - $35K

2019-2020 Education (6-2019)



2019-2020 budget slide click and drag to expand.

Sassan Tarahomi (Nippani seconded) made a motion to move more dollars to Next Gen and include the SAE Foundation for $3500. However, there remains a question about whether SAE/STEM amount of $3500 is valid. Discussion lingered on until Lyle Beadle 'Called the Question' to terminate the discussion, and voice vote confirmed. Motion was rejected.

Eve Vitale then moved to pass the budget as submitted, Bill Windscheif seconded. Voice vote passed the motion.

Sandra presented the results of the 2018-2019 Scholarship committee decisions and how those decisions were made. If you are interested in specifics, a copy is available.

Scholarships awarded were previously reported in the March 2019 Newsletter.

A section of the excel file for 2019-2020 Student Chapter Money 2020 worksheet is below. If you have questions or comments please contact the Education Committee.

	A	B	C	D	E	F	G	H	I
1	Student Chapter - # active students		Ferris-41	UofM - 31	MSU-34	Kettering-24	Schoolcraft - 5	Central Michigan-2	
2	10 to 25	10							
3	25 to 40	20							
4	40 to 55	30							
5	55 to 70	40							
6	70 to 85	50							
7	85 to 100	60							
8	100 to 115	80							
9	>115	100							
10	Increase in students from previous year (number x2)	Don't have previous year							
11	Degree program - pick the highest level								
12	Certificate	5							
13	Associates	20							
14	Bachelors	50							
15	Masters	60							
16	PhD	70							
17	Post doc	70							
18	Newsletter articles (10 points for each article written by students)								
19	Participation at Antec (# of students x5)								
20	Participation in outreach programs such as Mind Trekkers (# of students x5)								
21	Polymer degree	20							
22	Total								
23	Amount by school		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	$ -	$ -	
24	Amount available	$15,000.00							
25							10 students needed		

Sandra McClelland proposed that Next Gen take over coordination of MindTrekkers at Dow and Schoolcraft.

PlastiVan®– Eve Vitale, indicated that there are new curriculum modules pertaining to 'Sustainability' ready to include in the program. Sassan Tarahomi suggested that SPE Detroit Section recognize Sandy Schafer, a PlastiVan® teacher, for her contributions. Perhaps a small monetary award is in order. She coordinates activities at JGHS in Bay City Michigan. Even a gift to her classroom would be appropriate. That question to be left to the Education committee. Eve Vitale said that we are very eager to go to new schools, but need a personal connection to accomplish that task. Sandra noted we used to have board members give a 2 minute talk on why plastics are important prior to PlastiVan® coursework. Laura will make a schedule available of PlastiVan® visits with the intent of getting members at PlastiVan® visits.
Scheduling of visits later in the year was difficult because of the 15 snow days used by many schools. One Future Cities School, Pinckney, was included. Sandra told us that the PlastiVan® tend to feed the essay contest. Eve will give PlastiVan® school contacts to Essay committee.
Eve is looking for an educator that can travel to increase PlastiVan® staff. If anyone knows anyone suitable, contact Eve.

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Essay Contest – Tom Miller/ Todd Hogan
Essay Contest comes up in February 2020. All entrants will get gift cards.

Scholarships Tom Miller/ Todd Hogan
Todd noted that we have only received 1 application so far, but with August deadline that is not surprising. Dave asked about return on investment and correlation to PlastiVan® visits. Tom has done work on this in the past thought he had no data with him though he checks periodically and a significant number are in the industry. Armando indicated that about 10% of those in the Ferris State Plastics Program had been exposed to at PlastiVan® visits.
The Irv Poston SPE Foundation Scholarship funded by the Detroit Section is announced this year and up to $2500 will be available as the scholarship. Other Detroit Section SPE Foundation Scholarships include

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Robert Dailey, Norm Kakarala and Tom Powers Scholarships.

Schoolcraft

A Schoolcraft proposal (request) is coming. Armando will have the Education Committee review the proposal. Bond issue passed and a new Plastics Technology building is in the works.

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

none

Adjournment:

Sassan moved to adjourn and Dave seconded. Vote was taken and unanimously approved.
Meeting Adjourned at 8:15 pm

Minutes respectfully submitted by Bob Petrach with thanks to Lyle Beadle for a copy of his supporting minutes.

N**EXT Meeting Day & Date: September 9, 2019 5:00 pm - 8:00 pm**

Meeting Location	**Remote Location**	**Call-In Information**
Michigan State University Management Education Center 811 W. Square Lake Rd. Troy, MI 48098	None	**US: (712) 832-8330** **Pass Code: 5855927**