



**Executive Committee Meeting Minutes**  
11 January, 2025

**Hybrid Meeting**  
9:00am-1:00pm

**Zoom Meeting ID: 988 3277 8456**  
**Zoom PIN: 269832**

**Contact: Nolan Willis at 907-952-2491 if you have problems signing in.**

- I Call to Order** – Meeting called to order by Chair Nolan Willis at 9:47am.
- II Attendance** – Nolan Willis, Jeremie Smith (zoom), Mitch Roth, Robert Posma, Ken Pigg, Bryce Mahn, Richard Wies, Aung Thuya (zoom, left at 10:45am), Bob Seitz.
- III Adoption of Agenda** – Approved with Election Report moved prior to Officer Reports..
- IV Approval of Minutes** –Minutes from the December 3, 2024 meeting were approved with one minor wording change.
- V Officer Reports and Introductions**
- A. Chair – Nolan Willis – Attending Regions 4+6 Annual Op-Com in San Francisco on Jan 24-26.
  - B. Past Chair –Ken Pigg –No Report
  - C. Vice Chair – Jeremie Smith – Working remotely at Alpine field for the next 2 months.
  - D. Treasurer – Robert Posma – Report distributed by email, including budget YTD and draft 2025 Budget. Scholarship reimbursement for 2024 has been received and 1099 forms filed. The 2024 Budget Report and 2025 Budget were discussed under Action Item VI.B. below.
  - E. Secretary - Mitch Roth – No report.
  - F. At-Large Members:
    - Bryce Mahn – No Report
    - Aung Thuya - No Report
  - G. PES Chair – Richard Wies - No Report.
  - H. UAA SB Adviser – Absent

**VI Action Items**

- A. ExCom Officer Candidates – Aung is Nominating Committee chair. vTools Nominations have closed with no VC candidate nominated and exactly one candidate for each of the other elected positions. vTools is presently in the Petition phase. Jeremie confirmed he is willing to continue as VC, but will need to complete a petition with 5 member signatures to be on the ballot. As the meeting continued, Jeremie submitted his petition, which was then signed by 5 members at the meeting. The next step is single-slate approval, followed by a vote of the Section membership.
- B. 2025 Budget – The 2024 Budget Report was approved (with Zoom payment). The draft 2025 Budget was reviewed in detail with respect to anticipated changes in revenue and expenses. Mitch moved, Rich 2<sup>nd</sup>, to approve the 2025 budget as discussed. Approved 9-0.
- C. Alaska Section Operations Manual – To be reviewed at February meeting. Robert will distribute.

**VII Old Business**

- A. Website Updates –.Mitch reported on help received from IT staff on posting eNotices and Events to the website, but still stuck on details with no progress over the holidays. Rich mentioned a presentation from Op Com 2024 conference on these topics and provided a link for Mitch to review for additional contacts for technical assistance.

- B. Awards –Mark Ayers is EOTY. Ken will present E-week nomination next week. . Jeremie will order gold pan for the IEEE award.
- C. Engineering Week Planning –Banquet on February 22 at the Eagan Center. Ken volunteered to help with MathCounts during E-week.
- D. Financial Audit. – No change. Bryce is waiting for Ken’s notes to complete the report.
- E. AK Section Archives –No change. Ken has begun uploading past treasurer reports. Robert needs access info for Google drive account.. Ken will follow up with Robert.
- F. Scholarships – Mitch will send announcements to initiate the process. Review of the founding documents is in the works with IEEE Foundation, who are converting the 2008 revision to a new format for Section review.

**VIII New Business**

- A. 2024 Closeout
  - i. Officer Reporting – Pending Election
  - ii. Meetings Reporting – Mitch
  - iii. Financial Reporting – Robert
  - iv. Scholarship 1099 Forms – Completed
  - v. 2024 Audit Committee –TBA
- B. 2025 Meeting Planning – Sustainable Energy Conference, June 2-5. Do we want exhibit table? \$1000 fee.
- C. Student Branch Engagement – Postponed.

**IX Upcoming Events**

- A. **ExCom Meeting: 4 February, 2025 at 6pm via Zoom.**
- B. **January Section Meeting: 22 January, 2025 - Possible: Dennis Meiners?**
- C. **February Section Meeting: 19 February, 2025 at 11:30am, AEA – Curtis Thayer.** Robert will confirm speaker and room at UAA. Rich will confirm room at UAF.
- D. **March Section Meeting: 19 March, 2025 at 11:30am.** Possibilities: Ken – Nuclear or GCI remote sites; Rich – Mari; Mitch – Blue Dot Motorworks, Ed Jenkins, RRC.

**X Announcements:**

**XI Adjourn:** Meeting adjourned at 1:05pm.

Respectfully submitted,



Mitchell Roth, Secretary