
FW: Meeting Summary for IEEE Alaska Section ExComm Zoom Meeting

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Meeting summary for IEEE Alaska Section ExComm Zoom Meeting (07/01/2025)

Quick recap

The meeting covered various administrative and planning topics, including technical issues, upcoming events, and organizational matters. Discussions focused on communication tools, website updates, scholarship recipients, and meeting logistics for future gatherings. The group also addressed rebates for student sections, awards, and shared personal experiences related to local events and electric vehicle charging.

Next steps

- Robert: Send Whatsapp group invitation to all ExComm members
- Mitch: Prepare and send scholarship award letters and certificates to recipients
- Richard: Coordinate with UAF scholarship recipient for July 23rd meeting presentation
- Richard: Contact Travis Million about being a speaker for the September 16th evening section meeting at UAF
- Robert: Send email to scholarship recipients requesting acknowledgment of educational expense requirements
- Mitch: Create list of incomplete items from original website statement of work
- Jeremie: Begin process for 2024 Engineer of the Year award nominations
- Ken: Contact O'Malley's to check availability and costs for November/December social meeting
- Robert: Adjust Zoom settings to allow other members to start meetings
- Mitch: Format and upload new slides to replace conference volunteer slides on website
- Mitch: Follow up on website maintenance agreement invoice and determine remaining budget balance
- Robert: Order pizza for the July section meeting at GCI
- Ken: Send invitation to confirm August meeting speaker
- Jeremie: Check Micah Baker's calendar for potential August meeting venue
- Richard: Contact Pradobond to coordinate potential UAA involvement in the September meeting
- Robert: Research and confirm if section rebates have been received
- Jeremie: Update and post call for entries for Engineer of the Year and Engineering Excellence awards

Summary

Lions Club Meeting Updates

The group discussed technical difficulties with screen sharing and Robert's recent appointment as District Governor of the Lions. They briefly talked about a unique baseball league in South Carolina called the Savannah Bananas, which has entertaining dance routines and unusual rules. Jeremie noted that Nolan was absent as he was fishing in Bristol Bay until the end of July. The group decided to hold an informal meeting to discuss a few topics, including meeting planning, and agreed to have a more formal meeting the following week. Robert mentioned he was unable to prepare a treasurer's report due to recent events in Las Vegas, and Richard shared his frustration about a faculty member who resigned after signing a contract.

Event Planning and Agenda Updates

The group discussed meeting planning and agenda updates, with Ken noting that a July event venue was arranged but not yet published. Mitch confirmed he was ready to publish the event despite not receiving bio information from Matt, and Richard shared an updated agenda document. The group also discussed the need to give Mark his gold pan, which Jeremie suggested could be used for advertising next year's nominee, and Robert confirmed he was recording the meeting.

Meeting Updates and Campaign Planning

The meeting began with Jeremie calling to order and taking attendance, followed by the approval of the agenda. The group discussed various items from the previous meeting, including the Oceans Conference, scholarships, and website updates. They agreed to move the Oceans Conference discussion to old business and to start a campaign for Engineer of the Year. The minutes from the June meeting were reviewed and approved. Officer reports were given, with Ken and Mitch reporting no additional items not already on the agenda.

Centralizing Communication With WhatsApp

The group discussed communication tools for coordinating meetings and tasks, with Ken expressing a desire to move away from email chains and towards a more centralized platform. Robert suggested using WhatsApp, which offers real-time messaging, file sharing, and notifications, and agreed to send out group invitations. The participants discussed the platform's cross-device compatibility and ease of use, with Richard and others expressing interest in the solution. Mitch inquired about computer access, and Robert clarified that initial phone setup is required but subsequent access can be managed through both mobile and desktop applications.

Scholarship Recipients and Award Process

The group discussed scholarship recipients, with Mitch confirming he had collected information from two triple E members and was preparing their award letters and certificates. Robert explained he would send an email to the recipients to acknowledge the scholarship conditions and document their understanding of using the funds for qualified educational expenses. Richard mentioned he would coordinate with the chair of the student section to potentially present the scholarships at the upcoming section meeting on the 23rd, with plans to use Zoom for remote participation if needed.

Website Updates and Task Planning

The team discussed website updates and functionality issues. Mitch reported that the design group had made progress with the website, including creating slides for the ASEC conference, but some features still need to be implemented, such as blog submission capabilities for non-editors. Ken inquired about the status of the invoice for the design group's work and requested a punch list of incomplete items. Mitch mentioned he needs to create a list of remaining tasks and determine the balance in the budget for the maintenance agreement. The team also discussed the need to update the website for the current month and properly archive old content.

Meeting Logistics and Event Planning

The group discussed meeting logistics and planning for upcoming events. Ken will arrange the July meeting and reach out to Mark to present his award. They decided to hold the August meeting at UAA, potentially in Jeremie's conference room, and Ken will send a speaker invitation. For September, they agreed to target a date between September 14-20, likely on Thursday evening, to maximize student attendance. Richard suggested aiming for a Tuesday or Thursday during lunch hours, while Ken emphasized flexibility to engage more students.

IEEE Joint Section Meeting Planning

The group discussed plans for a joint IEEE student section meeting in September, targeting September 16th. Richard agreed to take charge of organizing the meeting at UAF with Travis from GVA as the potential speaker. They decided to coordinate with Pradobon at UAA for the UAA portion of the joint meeting. The group agreed to aim for a prestigious engineering speaker to attract students, rather than using the previously suggested ethics grant professor. They also briefly discussed planning an end-of-November/December social meeting at O'Malley's.



Student Section Rebates and Awards

The meeting focused on rebates for student sections, with Ken explaining that while rebates are an obligation, the section budgets more than the rebate amount and expects engagement from student sections. Jeremie announced plans to update the call for entries for Engineer of the Year and Engineering Excellence Awards, which will be posted on the website. The next section meeting was confirmed for July 23rd, and Mitch noted he would be unavailable for the August meeting due to travel.

Agenda, Tech, and Travel Updates

The group discussed and approved an agenda, with Jeremie agreeing to email the updated version to Mitch. Robert and Mitch had a technical discussion about WhatsApp setup issues, with Robert offering to research email compatibility options. They also shared experiences about attending the Midnight Sun Game in Fairbanks, with Mitch missing out on tickets due to a friend's emergency, and Robert volunteering with the Baseball Lions selling raffle tickets. Mitch provided an update on his EV charging experience along the Alaska highway system, noting challenges with the gap between Delta and Beaver Creek but successful charging at Delta and Glen Allen locations.

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