



Board Members:

<i>Present:</i>	<i>Absent:</i>
Eric Buncher, President	Craig Stanley
Mark Fedosick, Vice President	
Joe Musil, Treasurer	
Amy Gonzales, Secretary	
Brian Pancher	
Jerrold McCormick	
Geanine Fair	
Gary Byron	

Quorum present? Yes

Others Present:

none

Proceedings:

- *Meeting called to order at 4:00 p.m. by Eric Buncher, President*
- *Membership Report; No Report*
- *Environmental Heritage Report; provided by Jerrold McCormick*
 Jerrold had received a call from David Mason. The Mason family will donate \$10,000 for the Karl Mason research. This amount will be matched by the PA Museum. The Museum expects to have someone working on the project by the end of the year.
- *Eastern Section Report; provided by Joe Musil, Treasurer*
 Deborah Poppel and Mark Radell have expressed interest in being co-chairs for the eastern section.
- *Central Section Report; No Report*
- *Western Section Report; provided by Brian Pancher, Western Section Chair*
 MBA Management to make presentation on September 16, at the Engineer's Society of Western Pennsylvania.
- *2005 Annual Conference; Provided by Joe Musil*
 The call for presentations was discussed. The dates for submittal of abstracts and bios was revised. The vote to accept the call for presentations as amended was passed unanimously.

Discussed developing a new operational policy as a result of lessons learned. First is to make Elaine a permanent co-chair on all annual conference committees as long as she is employed as the PAEP Business Administrator. She provides lots of organizational skills and continuity from conference to conference. Second, having the conference in June is not a good time. Policy should mandate a March/April/May timeframe to encourage better attendance. Third, there should be a conference advisory committee made up of past conference chairs. Perhaps a



lessons learned paper after each conference? John Burglund volunteered to be an advisor. There used to be a standing oversight committee, but that was dropped. Finally, the conference should be limited to two days. Jerrold will develop the operational policy for review.

Joe Musil indicated that they were in consultation with the Hilton in Scranton. It was agreed that this location should be pursued.

- *Bog Turtle Program*
Program is complete for the year.
- *July meeting minutes*
There was no meeting in July.
- *Treasury Report; provided by Joe Musil, Treasurer*
Joe reported that there was \$1000 in checking and \$15000 in savings. Costs were a little over on the bog turtle training.
- *Career Center; provided by Eric Buncher*
It was agreed that a postcard should be sent to the mailing list from MBA employment to explain their services.
- *Newsletter; provided by Mark Fedosick, Vice President and Newsletter Chair*
Newsletter was sent out. A misprint was identified and will be corrected on next newsletter (to be sent out at the end of September). Newsletter will discuss the election process and request for participation.
- *Website Report; provided by Brian Pancher, Website Committee Chair*
Website postings are slow. Catching up on 2004 minutes.
- *Miscellaneous Business*
On October 15, there will be a presentation by the NAEP Vice President on Ethics.
- *Meeting adjourned at 5:00 p.m.*

Minutes submitted by Amy Gonzales, Secretary.