

Georgia Engineering Foundation  
Board of Directors Meeting Agenda  
January 5, 2017 Meeting

1. Call to Order & Attendance: John Boneberg
2. Secretary Report: Theresa Brunasso
3. Treasurer's Report: Anita Atkinson
  - a. 2016 Closeout Report - Anita Atkinson
    - i. 45 Scholarships Awarded; \$80K (\$28.5K from endowments)
    - ii. Cost of banquet \$6469; \$3500 from banquet sponsors.
  - b. New Tax Preparation Firm: McClellan & Associates CPAs, LLC - Roseana Richards
    - i. Roseana suggested trying new preparer. Current preparer adequate, but slow and consistently have to rework. Good initial interview with new firm. As administrative item and coordination with John Boneberg, agreed to try new firm for this year's filing.
  - c. 2015 Draft Tax Return – Anita Atkinson – New Firm already has draft. Very responsive. Roseana and Anita to review differences between filings and proceed.
  - d. Tax Form 990 Issues: Additional Bylaws: John Boneberg/Roseana Richards: New accounting firm raised question based on filing regarding non-profit provisions that are identified in tax filing. Presently, GEF does not have some policies in place. Absence of these policies may raise flags with tax filing. Specifically:
    - i. Form 990 Page 6 question 12a Conflict of Interest Policy
    - ii. Form 990 Page 6 question 13 Whistleblower policy
    - iii. Form 990 Page 6 question 14 Document Retention and Destruction Policy
    - iv. Dissolution clause

After discussion, John Boneberg made suggestion that a Subcommittee be formed to review the need of these policies and to draft policies for Board Review. Roseana made motion and Beth Harris second. Passed board vote unanimously.

- e. 2017 Membership Dues in February – John Boneberg: Reported that membership dues typically go out in February. May need to coordinate with communication of opening of application period (see below).
4. Scholarship Committee Report: John Boneberg
  - i. Web Rebuild/Online Application Process John Boneberg; Boneberg reported current on line process not sustainable and web site in desperate need for rebuild. Suggested that research firms to complete both web site rebuild and re-do application process. May impact opening of application period based on time to complete rebuild. Suggested that Board be form subcommittee to research qualified firms and costs. Identified a subcommittee of Jimmy Crowder, Theresa Brunasso, Julie Secrist and John Boneberg. Suggested Board be prepared to delay opening to July 1 to give time to complete. Still Close August 31 and award per normal schedule if possible. Beth made motion in support of Boneberg suggestion. Jimmy second. Passed unanimously.

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- b. Scholarship Committee 2017 – Chair, Participants - John Boneberg – Boneberg working with Secrist on requirements of scholarship chair position. Julie has accepted to be chair with caveat that depending on results of web site/on line application modifications, she may need support from Board to complete scholarship program. Board agreed to support Julie.
  - c. MacPherson Scholarship: Stock Donation - John Boneberg/Ray Wilke – Ray reported one time scholarship donation in form of Coke stock has been made by Rob MacPhearson of Prime Engineering. Ray working with GEF financial advisors to address how to convert stock.
  - d. Technology Alliance of Georgia – Siebert/Boneberg – Boneberg and Siebert met with TAG. Heavily oriented to IT industry. Offers paid internship program, but no secondary scholarship. Siebert/Boneberg to further explore.
  - e. Oziligbo Fall 2016 Commencement Invite – Beth Harris
5. Banquet Committee: Beth Harris
- a. 2016 Banquet Report – Beth Harris Successful banquet, but continued method of execution not sustainable. May need paid resources to assist. After discussion, it was agreed to form Subcommittee to Review of Banquet Delivery: Beth Harris and Steve Poole to lead. Looking for others.
  - b. Banquet Photos Posted to Flickr Web Site– John Boneberg: Flickr website created for GEF to post photos. Photos from 2015 and 2016 posted. Links provided to GEF Board members and sent to 2016 banquet attendees.
6. Membership Committee: Theresa Brunasso
- a. Organization Representatives – John Boneberg: Need to refresh representation. February dues notice good prompt.
  - b. Recruiting Additional Volunteers – John Boneberg: Need to make push for additional volunteers. Boneberg to follow up as year moves forward. Need volunteers to assist.
  - c. University Outreach – John Boneberg; Boneberg would like to strengthen/refresh University ties. Looking for volunteers to assist.
7. Ways & Means Committee: Steve Poole/Mike Ray
- a. ACEC Support – John Boneberg – May need to revisit level of support depending on web site and banquet subcommittee results. Review after results are reported.
8. Publicity/Public Relations: Jack Siebert
- a. Jan/Feb: Engineering Georgia Article – Jack Siebert – January Banquet Overview Article. February Highlight Board.
  - b. GEA Georgia Engineering Awards: John Boneberg :Beth and John to attend to represent GEF.
9. Projects Committee: Steve Poole/Jim Remich
- a. Georgia Gives initiative – Jim Remich reported on need to push this for this year’s Giving Day.
  - b. GSEF and Future Cities – Jim Remich discussed GEF support for these

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10. Life Members Committee – David Lips – No report
11. Adjourn