

LOUISIANA ENGINEERING SOCIETY BOARD OF DIRECTION MEETING

June 3, 2021
St. Francisville, LA

1. The meeting of the Louisiana Engineering Society (LES) Board of Direction was held on Thursday June 3, 2021 in St. Francisville, LA. A quorum was established, and the meeting was called to order by President Tyler Comeaux at 5:45 PM.

Board Members Present

Tyler Comeaux, President
Chad Bacas, 1st Vice President
James Ellingburg, 2nd Vice President
Melanie Caillouet, Secretary-Treasurer
Oliver Neal, Young Engineer Representative
Luke Miller, Past President
Alan Krouse, NSPE Representative
Clinton Patrick, State Director
Roy Phelps, State Director
Ryan Barton, Alexandria Chapter President
Andy Shread, Baton Rouge Chapter President
Laura L. Barnes, Bayou Chapter President
Mark Aymond, Lafayette Chapter President
Hagan Lawrence, Monroe Chapter President
Rachel Kenney, New Orleans Chapter President
Marcus Taylor, Shreveport Chapter President
Stan Whitney, PEC Chair
Jeffrey Pike, PEE Chair
Jennifer Gemar, PEI Chair
Jason Thornhill, PEPP Chair
Brenda Gajan, Executive Director

Board Members Absent

Benjamin Chiasson, State Director
James Geihlsler, State Director
Kalyn Partin, Lake Charles Chapter President
Ali Mustapha, PEG Chair

Guests Present

No Guests Present

2. The Invocation was given & Installation of LES 2021/2022 Board was performed.
3. The Pledge of Allegiance was recited.
4. President's Report was given – Board members are encouraged to attend meetings in person if at all possible. Online meetings will still be available but used mainly in emergency situations. LES Board Orientation was given.
5. LES Vision & Mission Statement was read.
6. Acceptance of the Agenda
A motion was made to accept the agenda, motion seconded, motion passed.
7. Acceptance of 4/26/2021 minutes.
A motion was made to accept the revised 4/26/2021 minutes, motion seconded, motion passed.

8. Secretary/Treasurer's Report -

- a. 1 & 2. The P&L and Balance Sheet for 5/31/21 was reviewed and discussed (see attached reports). – The June Meeting being held is profiting approximately \$5,000. In the previous years we have had a loss. LES also was approved for the PPP loan, which helps financially. Discussion took place on PPP loan.

A motion was made to accept the P&L and Balance Sheet as of 5/31/21, motion seconded, motion passed.

- b. **Review and approval of 2021/2022 Budget** – Much of the budget remained the same from last year. Income and expenses for the JESC were increased from last year. On state dues income, we edited the dues income to not include free members to get a more realistic number. A brief discussion took place referencing free memberships that are given to new licensee members. The ExCom previously met to discuss the budget including staff raises included in the budget. The lump sum of \$7,300 was allocated in the budget to disperse to LES office staff for year end bonuses.

A motion was made to accept the 2021/2022 Budget, motion seconded, motion passed.

A motion was made to accept a total of \$7,300 to distribute to LES Employees for bonuses, motion seconded, motion passed with one abstained.

9. **Executive Directors Report** – LES was approved for the PPP loan in the amount of \$38,000. A discussion took place on the specifics of the PPP loan.

A motion was made to allow Brenda Gajan and Chad Bacas to be authorized to sign the loan documents for the SBA PPP loan as well as authorizing them to open and sign on the membership account with Essential Federal Credit Union; motioned seconded, motion passed.

10. Old Business

- a. **Report from Tellers Committee** – (see attached report) – The tellers committee counted the ballots which elected the following:

- President Elect – Chad Bacas (258 votes)
- State Directors – Roy Phelps (170 votes), Clinton Patrick (154 votes)
- Secretary Treasurer – Melanie Caillouet (257 votes)
- Proposed Changes to Article of Incorporation – Approved (248 “yes” votes)

- b. **General Membership Meeting** - The annual General Membership Meeting will be held on June 9, 2021 virtually via GoToWebinar at 11:30 AM. All LES members are encouraged to attend.

- c. **NSPE Communications** – Alan Krouse will be rolling off of the NSPE board in August 2021. Monthly conference call with the southwest region took place and they are asking for nominations for chairman of the region. Alan Krouse will be running for southwest region chairman. A brief discussion took place about who NSPE is and their relationship with LES.

- d. **Vote on Strategic Plan Changes** – (see attached) As previously discussed, the Strategic Plan has been updated and modernized to reflect what the society stands for as of today. A vote is required to adopt the changes that were made. Also, the board is asked to review and make any necessary changes yearly.

A motion was made to accept the changes to the LES Strategic Plan; motion seconded, motion approved.

- e. **Vote on Proposed Bylaw 12 Change** – (see attached report) If adopted, the Secretary-Treasurer and First Vice President will be added as standing members to Long Range Planning Committee, along with the current Second Vice President. Two of the at-large positions will be eliminated.

A motion was made to accept the proposed bylaw change; motion seconded, motion approved.

11. New Business –

- a. **Membership Report** – A membership drive has not been held for 2 years. A brief discussion took place about retaining members. The goal of the board is to grow our membership and retain them.

- b. **Charge to LRP Committee to begin reviewing Strategic Plan** – The long range planning committee is now in charge of reviewing the LES Strategic plan and reporting back to the board in April 2022.

- c. **Alexandria Chapter Report** – Report was given – Currently has 108 members. Averages 20 attendees at each chapter meeting. An upcoming golf tournament in Alexandria is scheduled for Friday, June 11.
- d. **Baton Rouge Chapter Report** – Report was given – Currently has 557 members. Average 50 – 80 attendees at chapter meetings. The main source of income is corporate sponsorships. During COVID the cost of sponsorship was down, but it is in discussion that the cost goes back up to the regular cost of \$1,000. Held two golf tournaments this year, both with good attendance.
- e. **Bayou Chapter Report** – (see attached report) Report was given - Currently has 79 members.
- f. **Lafayette Chapter Report** – Report was given - Currently has 346 members. Throughout all of the natural disasters and other things that hit Lafayette, membership has remained steady this year.
- g. **Lake Charles Chapter Report** – No report was given – Currently has 112 members.
- h. **Monroe Chapter Report** – Report was given – Currently has 114 members. A new goal of this year is the establish a website for the Chapter.
- i. **New Orleans Chapter Report** – Report was given – Currently has 562 members. Held 8 chapter meetings last year. They started with low attendance but gradually got better with each meeting. Lunch meetings have better attendance than the dinner meetings. Also working on getting their online platforms set up. Membership has dropped significantly this month so further research will be done to find out why.
- j. **Shreveport Chapter Report** – Report was given – Currently has 142 members. Starting in person meetings again. LES Banquet was cancelled last year, but the chapter is looking forward to hosting it again this year.
- k. **PEC Report** – No Report was given.
- l. **PEE Report** – An educator was rolling off the LAPELS board this year, so three nominations will be required for that.
- m. **PEG Report** – No Report was given.
- n. **PEI Report** – Jennifer Gemar has been appointed as PEI chairman.
- o. **PEPP Report** – No report was given.

12. Announcements -

- a. The next Board of Direction Meeting is scheduled for September 24, 2021 in Alexandria, LA.

13. **Adjournment - A motion was made to adjourn, motion seconded; motion passed.** Meeting was adjourned at 11:39 AM.