



The Association of
Technology,
Management, and
Applied Engineering

ATMAE BOARD OF DIRECTORS MEETING
November 2, 2016
9:30am EST
Live Meeting- ATMAE Annual Conference
DoubleTree by Hilton Hotel at the Entrance to Universal
Orlando

Present: John Wyatt (Chair), Dominick Fazarro (Vice Chair), David Brinkruff, Susan Ely, Justin Yang, Rod Flanigan, Victor Brown, Erik Devito, Andy Anderson, and John Hausoul (ATMAE Executive Director)

Absent: Casey Fitch-Randolph

Call to Order: John Wyatt called the meeting to order shortly after 9:30 am EST.

Approval of September 2016 Minutes: The minutes were unanimously approved by the Board.

Action Plan/Strategic Doing:

Membership:

- John Hausoul led a discussion about current membership numbers and trends and how to retain and grow 2-year and 4-year memberships. The group also discussed the need to create more value for membership.

Division Update:

- Concerns about Division participation were discussed. Participation in calls were limited and only one person ran for election for all the open seats. A decision was made to speak to the divisions about their roles and whether or not ATMAE needed divisions or should it be rather focused on a project based format. Members of the Board will attend division meetings and allow those who want to retain their format to do so while others who may not have interest be allowed to fold.
- Ideas were shared on how to improve scheduled division meetings during the conference.

Treasurers Update:

The information regarding ATMAE's finances continues to be positive. Revenues are higher than last year and ahead of budget in all categories except certification. Projections are positive that ATMAE will exceed net revenue targets for the end of year.



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Conference Update

Registration will end higher than the last previous 5 years. John Hausoul stated that this may be due to a strong agenda designed to attract new members. He attributes this to a higher than average number of new members who signed up for ATMAE with their registration. Budget numbers are also positive. Staff believes that ATMAE will beat both targeted revenues as well as budgeted net revenues. John Hausoul informed the board that the intent was to give the Board choices of hotels in New Orleans for 2018 since that choice was previously successful, a southern destination (a choice of the Board for alternate years), and likely affordable. However of the numerous hotels Staff contacted no hotel would respond to positively to the RFP to host the 2018 meeting. The leading factor was ATMAE's Room rate requirement.

Staff also informed the Board of some registration changes that they would like to implement for 2017. All presenters must pay the presenter fee (whether graduate students or not) and booth packages will include one attendee rather than two attendees.

Student Update:

The Board discussed the role of Students at the conference. An effort was made in 2016 to work through the divisions to develop more of a student track with an increased number of student activities (one form each division) but this was not accomplished. Staff time spent on student activities at the conference is not small and students do not generate positive revenue as they are typically subsidized (although the subsidy is not as much this year as in the past). While the number of Robotics teams increased this year the number of students per team was significantly down.

The Student Meeting to be held on 11/3/16 will provide better insights as to how to proceed for 2017. These will be shared with the new Board meeting on Saturday.

Meeting Adjourned: The meeting ended shortly before 12pm EST.