

**Gateway Chapter
Society of Cable Telecommunications Engineers**

Monday, September 14, 2009

866-607-4367

Meeting called to order by Sean Gallagher, President, at 5:33 pm.

Roll Call

Directors present via phone were Patrick Hunter, Sean Gallagher, Larry Stiffleman, Andy Parrott, Jason Jones, Todd Arnett, Don Lynch, Dick Beard, Len Schwartz, Chris Kramer, Tom Williams, Cary McClure, Pam Kramer, Kevin Goetz, and Dan Smith.

Excused were Tom Jokerst and Mike French.

Absent were Mitch Kilgore, Ken Williams, Gary Vaughn, and George Hillier.

Prior Minutes

Mr. Hunter read the minutes from the prior meeting. They were distributed prior to this meeting for review by the board. Mrs. Kramer mentioned that clarification for the persons attending Expo this year be noted. Brent Nealy and Dave Walker are to attend. An amendment to correct the typo from "CLS" to CLC was also noted. Tom Williams moved to approve amended minutes. Mr. Jones seconded. Motion passed.

Treasurer's Report

Mrs. Kramer read the Treasurer's report. There is \$22,250.73 in the bank, with \$4330 outstanding, due to open invoices from the Vendor Show. Total balance is \$26, 580.73. Discussion regarding the open invoices and the vendor responsible ensued.

Mid-America Show

Mr. Gallagher led the discussion. He noted that the winning team from the Vendor Show, Team Overland, consisting of Jim Norris, John Robinson, Jim Schlitt, and Dave Walker, would attend the Mid-America show and compete in the cable games. Mr. Stiffleman noted that reservations for the hotel rooms at the Spring Hill Suites were in place for the night of the 23rd. He also passed the confirmation number along to the Treasurer for record keeping.

National Show

Mr. Gallagher led the discussion again. He noted that the two persons to attend this year would be Brent Nealy and Dave Walker. The plan will be for the flight and hotel to accommodate traveling on the 28th and returning on the 30th. Mr. Williams noted that he would discuss expense reimbursement options with the two gentlemen. Discussing regarding providing a Visa Card or other options ensued. Mr. Hunter raised the question about the gentlemen competing in the games in Denver. The answer was "no". Mr. Williams volunteered to share that with them as well.

Matrix

Mr. Jones spearheaded the discussion. He pointed out the recent email attachments with his plan, checklist, and accomplishments for this year. He also noted that an easy Newsletter would net the chapter points, and mentioned what could be included. As well, Mr. Jones pointed out the ease with which the chapter could purchase small token items to give to our members for member appreciation points. Mr. Jones also pointed out the Common Knowledge Scholarship Fund as a viable option to administer a small scholarship for any designated group of the chapter's choosing. He mentioned local school outreach as well.

Technical Meetings

Mr. Gallagher noted the upcoming technical sessions would be on 11/4 and 11/5. He noted that Mr. Vaughn was not able to be present at the meeting and volunteered to follow up with him for details.

Website

Mr. Hunter had no new developments to note.

Board of Directors Election

Mr. Hunter detailed the process to be used, which mirrored last year's process. He gave the rough timeline and asked for any suggestions for changes. None were noted. Mr. Gallagher pointed out that Mr. Hunter presented his process for Electronic Elections at the Chapter Leadership Conference in April, and noted that it was well-received.

Membership

Mr. Williams noted no new developments, but offered that, as a team, the board should try to work at getting new/renewed members. Mr. Jones offered to send out the most recent list of members to the board at his earliest convenience.

Holiday Dinner

Mrs. Kramer noted the date of December 10th at Maggiano's restaurant in Brentwood. Discussion regarding attendance of spouses and the cost ensued. A motion was made to have the individual board member cover half of the cost of the spouse's meal was made by Don Lynch and seconded by Dan Smith. The motion carried.

Point of Information

Mr. Hunter reminded the board of SCTE's Hugh Brydges and his Ethernet Transport seminar last year. He informed the board of Mr. Brydges untimely passing. Mr. Gallagher suggested Mr. Hunter find out if a memorial fund is available. Mr. Hunter agreed.

Adjournment

Mr. Gallagher adjourned the meeting at 6:32 pm.