

## Meeting minutes NJCoast ExCom February 10, 2021

Before the meeting proper, Frank Laslo mentioned he was planning a family outing for the Section at the Lakehurst Naval Air Station (Joint Base MDL.) It would have to be set up through the museum and everyone needs to have ID due to security. Possibly the outing could be combined with an ExCom meeting. Prasad thanked Frank Laslo for helping with some accounting.

Attendees: Filomena Citarella, Treasurer of the Section; John Deltuvia, Secretary of the Section; Prasad Atluri, Chair COM19; Kit August, Chair, SIGHT; Frank Feather, Chair, PE31; Russ Frazer; Prakash Khanduri, Chair, SP01/CAS04; Frank Laslo, Treasurer COM19; Manu Malek, Chair, LM; Anthony Manfredi, representing Monmouth University; TK Srinivas, Chair, IM09/C16; Thomas Willis, Vice-Chair, SIGHT.

At approximately 6:15 PM, in the absence of any other section officers, John called the meeting to order. He noted people were still coming in, and that a quorum was not present. He raised the question as to whether the minutes could be approved, lacking a quorum. John accidentally muted himself at this point. Russ mentioned that he used to work with Monmouth University. Kit reported that she had sent an email to Anthony about working with Monmouth. Anthony reported the names of the IEEE student chapter officers at Monmouth to Kit. Kit also reported that she invited her former supervisor from Bell Labs, who is now a Dean at Stevens, to be a host of SIGHT's drop-in session for African American history month. Kit is also working on something for Womens' History Month, and mentioned that someone does not have to be an IEEE member to participate in SIGHT projects.

Approximately six minutes later, John restarted the meeting proper. He raised the question again on approval of minutes, and Kit replied that under Robert's Rules, the minutes could be approved without a quorum as they had been sent out. However, a motion was not made to formally approve the minutes and they will have to be approved at a later meeting.

John called for chapter reports and asked Prasad for a report. Prasad had no updates, but complimented John on the January minutes.

John next called on TK, since TK indicated that he could not stay for the entire meeting. TK is working on previously mentioned talks but no one has given him a commitment yet. Kit has given TK a reference for a possible talk. TK also complimented John on the minutes and suggested that resolutions be moved before section reports, and sent out ahead of time. TK also suggested that chapter reports be written and then compiled and read by one person instead of given in the meeting by each chair.

John called on Manu, who was there previously, but his connection apparently dropped. Filomena joined the meeting.

John asked Kit if she had anything more to say about her affinity group than she had previously reported in the meeting. Kit has updated a previously-compiled 22-page history of SIGHT in NJ Coast section and submitted it to the IEEE central SIGHT. She would like this incorporated in the minutes as an addendum. The current project has been funded to June. She invited everyone to the mock trial rehearsals which must be done online due to the pandemic. Also, each month SIGHT will be holding at least one drop-in session, which it has been doing for some time now, and everyone is invited to attend. She is reaching out to Princeton and North Jersey as well. She has been trying to reach Fran O'Connell, but John pointed out that Fran announced at the 2019 banquet that he was stepping down as Section Chair of Princeton/Central Jersey (PCJS.) Kit asked Frank Laslo if there was some way to send notifications to

PCJS, but Frank replied that she would need a contact there to send out the notifications internally. Kit mentioned the problem that there is no standardized IEEE way to send notifications to people in varied sections who are participating in a SIGHT project being run by a section.

John moved to the next item on the agenda, which was status of Education chapter. Irfan was researching that and was not present at the meeting.

John reported on online captioning. This is a premium cost thing from WebEx. There is nothing on the IEEE site with a checkoff for CC for WebEx. He was hoping that if we had a quorum that we could send a resolution to Region about getting closed captioning. John did note that if the captioning is as bad as the transcript of meeting recordings, that it might not be worth it; for example, IEEE comes across as I. Tripoli. In the transcripts.

Frank Feather joined the meeting at this point. John asked him for his chapter report. He reported that there are no talks set up yet but that he is an ambassador for PES day on April 22, when there will be PES talks from all over. He will be looking into that and see if his chapter can sponsor one of those talks.

John invited Filomena to make a report as Section Treasurer if she had anything to report. Filomena said that the Section financials are in. She is trying to get HQ to give us the ability to batch financial reporting for more than a month, preferably for a year. We should get the 10% bonus. She is not sure if we will do audits this year. She will talk to Frank Laslo about that and decide.

Frank Laslo agreed that it would be a good year to skip but that he would check with Bala at Region.

Filomena also reported that there will be a new financial system coming in from IEEE HQ to replace NetSuite.

John asked Filomena as Chapter Treasurer of IM09/C16 about about a balancing problem that cropped up in December. Filomena said it was probably an uncashed check problem. A discussion among Filomena, Kit, and Frank Laslo indicates that it may be the Inspirasian check dating back to 2019.

John asked if there were any other issues. No one raised any other issues, and John declared the meeting was over.