IEEE Rochester Section

Executive Committee (ExCom) Meeting Minutes – 2026

📅 **Date:** February 3rd, 2026
📍 **Location:** Location: 376 Jefferson Rd, Rochester, NY 14623

1️⃣ Call to Order

The meeting was called to order by Chair **Gene**.

⚙️ Gene conducted a technical setup review, including audiovisual testing and presentation screen adjustments to ensure smooth meeting operations.

2️⃣ Attendees

- Gene Saltzberg – Section Chair
- Eric Zeise – Treasurer
- Danny Lai – Secretary
- Jean Kendrick – Awards
- Howard Bussey – Member at Large
- David Krispinsky – Member at Large
- Eric Brown – Member Development / E Communications
- Kelly Robinson – Chair, Power Engineering / Industrial Applications (PE31/A34)
- Joseph DeVita – Senior Life
- Neal Pearlman – UR Student Chair
- Mahesh Soni

3️⃣ Officer Reports

👤 Chair's Report – Gene

- Reviewed Rochester Section marketing materials.
- Addressed issues regarding a previously submitted form to Emmett; revisions were made to streamline content.
- 📧 Reported potential technical issues with e-Notice distribution and will follow up with attendees to confirm receipt of meeting minutes.

- Clarified voting members of the Rochester Section ExCom and quorum requirements (11 members required; 24–25 currently active).
- Noted need to reinstate a chapter.
- 📊 Introduced IEEE corporate SWOT analysis initiative to develop a strategic action plan for the Section.

💰 Treasurer's Report – Eric

- Presented 2025 year-end financial results:
    - Section ended the year with a slight profit.
    - Checking account balance remains healthy.
- 📄 Will send year-end financial report to Mark for review/sign-off.

4️⃣ 🎓 2027 Student Activities Conference (SAC) Planning

Gene initiated discussion regarding potential hosting of the 2027 Student Activities Conference in Rochester.

Discussion points included:

- Need to gauge interest from student branches.
- 💵 Clarification of financial support from Region 1 and Region 2 (estimated several thousand dollars required).
- 🤝 Volunteer coordination emphasized as a priority.
- Further discussion planned with Joe at upcoming Region 1 / Region 2 meeting.

5️⃣🏛️ Joint Chapters Meeting (JCM) Update

Mark reported:

- Venue secured.
- Event logistics in good standing.

- 🎤 Keynote speaker updated from Corning to an EMBS presenter.

6️⃣ 📈 Membership & Engagement Strategy

The Section discussed strategies to enhance membership value and community engagement:

- Importance of delivering meaningful member value.
- Identification of potential threats from other engineering organizations.
- 🤝 Collaboration opportunities with:
    - SAE
    - Rochester Engineering Society (RES)

Upcoming engagement activities:

- 🎓 Student panel discussion (RIT)
- 🌐 Webinar on industrial fires and power grid damage
- 🏭 Tours and meet-and-greet events (to be rescheduled as needed to avoid JCM conflicts)

7️⃣ 🎓 Continuing Education & PDH Initiatives

- Proposed joint IEEE–RES continuing education webinar (revenue and workload to be shared).
- 🔬 IEEE to sponsor tutorial session at the Electrostatics Society of America Annual Meeting (Cocoa Beach, FL); live stream planned.
- Discussion of proxy voting for non-attending board members.
- Exploration of new society member engagement.

Company visit proposal (May/June):

- Requires CEO approval
- Includes tour, presentation, and lunch
- Estimated 20–30 attendees

📌 Action Items

Responsible	Action Item
Gene	Send SAC slides and dates to student branches to gauge hosting interest
Danny	Contact Isaac Southwell (Young Professionals Chair) regarding SAC involvement
Gene	Contact student branch faculty advisors to update officer lists and enter into VTools
Gene	Confirm chapter/affinity group rebate eligibility in VTools
Eric	Apply for PDH credits for seven JCM presentations
Gene	Send year-end financial report to Mark
Mark	Email Emmett regarding newsletter presentation content
Mark	Collect newsletter content by Feb 9–10; update deadline to second Wednesday monthly
Kelly	Update and distribute RIT panel discussion materials
Kelly	Contact RIT Career Services (Kate) for event promotion
Kelly	Revise RIT flyer to clarify event is free
Newt	Reschedule U of R power station tour
Howard	Contact IEEE HKN regarding RIT chapter reactivation
Kelly	Finalize revenue-sharing agreement with RES (Feb 26 webinar)
Kelly	Apply for IEEE PDH credits for ESA tutorial
Mahesh	Coordinate March 10 session with Corey
Gene	Add April 16 Engineering Symposium to events list

Adjournment

The meeting was adjourned following discussion of strategic planning, membership engagement, and continuing education initiatives.