IEEE Rochester Section

Executive Committee (ExCom) Meeting Minutes

March 2026

🗓️ **Date:** March 3, 2026
📍 **Location:** 376 Jefferson Rd, Rochester, NY 14623
🪑 **Chair:** Gene Saltzberg
📝 **Recorded by:** Danny Lai – Secretary

1️⃣ ⚙️ Call to Order

The meeting was called to order by Chair **Gene Saltzberg**, who confirmed that a quorum was present.

2️⃣ ✅ Approval of Previous Minutes

A motion was made to approve the **January and February 2026 Executive Committee meeting minutes**.
The motion was seconded. Hearing no objections, **the motion carried** and the minutes were approved.

3️⃣ 👥 Attendees

Christian Linte
Emmett
Eric Zeise
Howard Bussey
Jean Kendrick
Kelly
Lyle Tague
Joseph DeVita

Joe Ott

Mark Schrader

Eric Brown

Kelly Robinson

Dimah Dera

Newt Perlman

4️⃣ 🏛️ Engineering Symposium of Rochester (ESR)

Gene noted that additional speakers are needed for the **electrical track** of the Engineering Symposium of Rochester.
Members interested in presenting were encouraged to contact **Gene or Dave**. An **e-notice** will also be sent requesting volunteers.

5️⃣ 🏛️ Joint Chapters Meeting (JCM)

Gene, Emmett, and Kelly reviewed planning updates for the **Joint Chapters Meeting**, including registration, speaker coordination, and event logistics.

Registration numbers were modest at the time of the meeting but are expected to increase as the event approaches.

6️⃣ 🗓️ Upcoming Meeting Locations

The committee discussed locations for upcoming Executive Committee meetings.

Month	Location
May	Mendon Golf Club
June	Rochester Institute of Technology (RIT)
August	Rochester Institute of Technology (RIT)

Gene will coordinate arrangements and notify members if the **April meeting** can also be

scheduled at Mendon Golf Club.

7️⃣ 📈 Financial Update

Eric reported that the Section's investment account generated approximately **$28,310 in returns for the year**.
The Section's financial position remains stable and may support future programs or events.

8️⃣ 📢 Communications and Newsletter

Mark reported delays in publishing the **March newsletter** and requested input from members for the **April edition**.

The committee also discussed issues with members not receiving meeting notices or minutes. Gene will investigate through **VTools**.

9️⃣ 🌍 Section Congress – Scotland

Joe provided updates regarding **IEEE Section Congress**, scheduled for **August in Scotland**, including delegate selection and regional coordination activities.

Gene confirmed his attendance.

🔟 🧠 Strategic Planning

Kelly will lead a **30-minute SWOT analysis session** at the next Executive Committee meeting.

1️⃣1️⃣ ⚡ Action Items

Responsible	Action Item
Gene	Recruit speakers for the ESR electrical track
Gene	Coordinate upcoming ExCom meetings (Mendon / RIT)
Emmett	Provide JCM information to Mark for the newsletter
Mark	Publish March newsletter and collect input for April
Eric	Develop webinar for chapter chairs
Danny	Explore opportunities to connect local industry partners with IEEE Rochester Section activities
Kelly	Lead SWOT analysis session at the next meeting

Adjournment

The meeting was adjourned following discussion of upcoming events, chapter engagement, financial updates, and strategic planning.