Syracuse Section, Northeast Region, District 2  
ILLUMINATING ENGINEERING SOCIETY  
OF NORTH AMERICA  
(Serving Central New York)

BOARD OF MANAGERS MEETING: JANUARY 12, 2018

Present (Checked):
☑ Paul Mahaney  ☑ John Domanski  ☑ Bill Snow  ☑ Marc Pittarelli
☑ Roger Garcia  ☑ Jeff Cassel  ☑ Chad Loomis  ☑ Rory Carlesco
☑ Liliya Lifanova  ☑ Kurt Benziger  ☐ Bill Fletcher

Agenda:
♦ EXPO
- The EXPO was a great success. This year’s event drew a huge interest, so much that registration was closed a week before the event. EXPO committee is looking for a different location for next year.
- We received $400 from the EXPO in 2016.
- Numbers for the 2017 EXPO are due in March.

♦ Golf Tournament
- Tournament to take place at Pompey Club, Address: 7200 Hamilton Rd, Jamesville, NY 13078 on the first Thursday of June 7, 2018.
- Event starts at noon, offering some lunch. Dinner after the game- networking opportunities.
- Chad to create Flyer and start advertising on a Facebook.
- Liliya to post flyer on website.

♦ Web Site
- Website needs to be updated to have latest meeting minutes from October. The continuous update with meeting minutes should take place.
- Meeting minutes will be e-mailed to all Section members.

♦ Membership
- Rory and Roger will plan on going to engineering firms to promote IES among engineers.
- Marc and Roger to start communicating with our members on a regular basis, welcome new members and recognize long standing members. This will remove the need to have an member appreciation meeting and also the month to month contact may draw more members’ participation in all events.

♦ Scholarships
- Jeff is to review previous research on how and what Buffalo Section did for scholarship.
- Rory- Contact Mike Hays –IEEE. He started scholarship from IEEE.
- Roger- Contact Marie Meacham mmeacham@ies.org on logistics from IES Headquarters.

♦ Programs for the Year:
- January 2018 –NO presentation
- February 2018 – IES Webinar. Liliya to e-mail the list of available recorded webinars. Bill and Paul will be working on location where we can use AV equipment.
• March 2018 – Presentation. Liliya e-mail to all IES patrons to ask for public interest. Possible topic controls. Let’s get more into the meat of the topic and invite engineering to discuss controls specifications, tears, requirements, protocols, etc.
• April 2018 – Presentation. Bring the topic from distributors.
• May 2018 – Possible event “Lighten up”- luminaire competition. Participants will design and build a luminaire with craft materials, lighting controls, and lamp sources.
• June 2018 – Golf Tournament

♦ Election:
- E-mail for upcoming Election is going out on Tuesday for slate consideration. Slate review to be held within three weeks after the nomination call. The goal is to send out ballots for voting around Monday March 5.

♦ New Business:

1. Program - Kurt Benziger & Bill Snow
- Arranges speakers, programs and facility for our program meetings while the VP and others usually assist.

2. Education – Rory Carlesco, Jeff Cassel
- The role of the Section Education Chair is an important one in developing a plan for the Section’s program year and requires coordination with the other colleagues on the Board of Managers.
- Identify collaborative educational opportunities with other IES Sections, Regions and other allied organizations.

3. Membership – Roger Garcia, Marc Pittarelli
- Works to retain current membership, conducts new member drives, welcomes new members, and prepares, when necessary, membership surveys.
- Seeks out potential Sustaining Members, welcomes new ones into the Section, and retains current Sustaining Members.
- Arranges recognition of Sustaining Members in Section newsletter and at special Section meetings.

4. Website/Public Relations- Liliya Lifanova
- Sends releases to local papers and IES office regarding Section activities, maintains a folder of work, and encourages the media’s interest in and coverage of Section activities.
- Responsible for collecting nominations within the Section of candidates for Section, Regional and Society Awards.

5. Fund Raising - Chad Loomis & John Domanski
- Golf Tournament
- Other fund raising events.

6. Illuminating Awards – This will be for local awards

- Nominating Committee meets in February to prepare Section Slate and review with BOM. Roger to check on Election procedures in Section Bylaws.

The next meetings:
BOM: February 9, 2018 at Little Gem Diner, 832 Spencer Street
At 7:30a.m.
If you are out of town or on the road, please call a BOD’s cell phone.

BOD: February 26, 2018 at Little Gem Diner, 832 Spencer Street
At 7:30a.m.