

EWB – OC

Board Meeting

27 September 2016

Honduras:

Steve:

Team completed design drawings and have posted them on box. Report will be revised and posted later this week. Our NGO will take that and make sure that SANNA has the right deal and availability. We're still have some more materials to confirm like pump and piping and contractor has to give price for building and backhoe, then we can confirm final cost.

Mod; have you guys done final review with EWB USA where they check pump curves and

No that's all in the report, mark Donahue he's really good. I sent two reports to Chris in Denver, hopefully that will clear.

Mod; they may ask you to drop it into the new form as an attachment.

We may need to check Zika warnings.

Mod; don't forget to update the PowerPoint that I sent with your project, we're going to be presenting our projects in a conference.

Steve; finally I have this check from the rotary that I've been holding on to forever

Roll call

Angela

Steve

Modesto

Greg

Mike

Mandy

Eric

Phone:

John

Anand

Scott

Ashley

Kenny

Approval of minutes. Any corrections?

Angela: are they being uploaded to the website?

G: just send them to Sue and she'll put them up on the website

[no objections]

Kenya:

Eric:

We've had quite a bit of action this month. The bridge location was changed. Apparently there was some government intervention with the old bridge that they were able to fix it, so we've looked for a new location. We're now going to be in the Maasai Mara game reserve which is very near the water project. So it's worked out, we've got two projects in the same community, making it much easier to complete our work. The difficulties are mainly paperwork. The previous project, the footbridge and water well, never did have a post analysis report done. So international was not going to allow us to do new projects until we closed out the old projects. Those projects require a trip to the project site. Nationals has allowed us to do the post trip and pre trip in the same trip. The trip will become a lot more complicated with a lot of paperwork to be done. I've spoken to everyone and they understand. We haven't started because of the corporate challenge and the open house. Following that we going to have a meeting and do a doc chain and have a lot of people working on the same doc. Hopefully we can submit early November and EWB USA wants a month to two months to review so we should be able to travel January February which is still before rainy season. The old projects are quite a distance from the new projects.

G; MOUs?

Bridge is done, water well no, we have the 501 done for the water well and MOU for bridge, but we need MOU for water well and 501 for bridge. MOU includes community. I've made a note of the PowerPoint. I want to have at least a monthly call with my team and probably more calls as we do this paperwork.

Sue: I can put stuff on the calendar, lots of people can but I'd be happy to

Safari park

Mandy;

I'm planning a trip with the USC team on the 22 of October and they'll be looking at the two other bridges and they need a mentor with a structural background. We've been trying to figure out insurance for the build day. ASCE has insurance but for their members only. When const managers, do they need a license to do that kind of work?

G; I don't think that's a requirement. A CM license would only be required for certain kinds of test.

Mandy; I just need someone to be able to tell the volunteers how to put everything together.

Eric; I don't think there's any license requirement. It may depend on what safari park wants

Mandy; the ASCE insurance only covers ASCE. The federal volunteer protection act you don't have to purchase.

G; the zoo will want insurance between them and anyone who might get hurt.

Mandy; there is a standard liability waiver for the safari park. I understand that the drilling and prototype install is on hold. I've been looking at sponsorship and donors. We can't find grants for the bridge; I've been looking at local business sponsorships. Need to check with San Diego chapter that we aren't stepping on their toes with looking at businesses.

Greg; we ought to coordinate with them; they are probably fundraising for international trips, so we may be fine looking for local sponsorships.

Angela; courtesy emails, think the chance of overlapping is pretty small.

Mandy; I found a volunteer who will help me to do a mockup of what the bridge will look like and we've been working on it. I sent it to Theresa but they haven't gotten back to me.

Greg; we've been looking at the forest services, colleges have been trying to do it but aren't ready to move. It's difficult to see where they're going, the feds have immense amounts of guidelines. We have to figure out how to get multiple people to work on this, he has a lot of people interested. Got a price of 1500 dollars to do a survey with a drone. Forest services is covering costs. Talking about construction costs, we are talking about third party costs. Come up with 500 each from ASCE EWB Ia and EWB oc.

Check on Angela's husband being able to do the drone surveying?

Monitoring reports;

G; we've had monitoring reports come up as an issue;

Mod; Ty and I are trying to schedule a training. If you don't do a report, you don't get to do the next step, simple as that.

Corp challenge:

Scott; we're on track for October 1, plan on having all volunteers there by 8, should take us to 1230 then we'll have lunch. Major concern is payment for UCI.

Anand; it would be better for the chapter to write a check instead of using credit card

Scott; we'll have 70 volunteers which is great.

Anand; applied medical will have 3 teams of 12, they were very understanding of not being able to have more people. Their interest was higher than ever, we'll definitely interact with them more than ever to accommodate their interest. If we could get there at 745 to set up for all the events, we have a tight window for the teams getting there at 830.

Angela; I think the address is 680 California avenue Irvine.

Anand; I think the directions are in the rules and regulations which were sent out. It would also get everyone up to speed on how the day will be run.

Mod; every year we have posters about the projects

Anand; I think they're in there, we'll have about three on white backboards.

Online donations;

Sue; EWB USA has set up a new donation system. All donations go through nationals, nothing handle ad local level. Donations can be made for national or specific chapter. Each chapter has a new individual website which we can modify to some degree. Individuals can set up their own page integrated into the page. People can do donations in memory of someone. Payments can be any amount and recurring or one time. No matter what size donation, if they enter their email or address, they will automatically get a tax receipt from nationals. There are presumably some buttons in there that show how much people are donating. When you make a donation, you go into Classy login and you can customize your website and campaigns. The important thing is that for the treasurer, all old campaign buckets should have been transferred to classy system. There is a four step process to login. There is a Gmail account and

password that has the login info to get into the administrative side of classy. I think the reimbursement process is the same. I also learned that you can set up individual event pages on the system for an ice-cream social or paintball event. There is a blurb about insurance for events too that they provide.

Mod; most people who donate do so to a particular project. Most don't like to donate to a general fund.

Sue; and that can be set up by whoever has the admin login to set up the event pages.

Fundraisers and sponsorship levels;

Anand; I've reached out to nationals and they didn't really give us much direction, think it's open to our discretion how we want to classify our levels, gold silver bronze, I think those numbers are fine, but whatever you guys think, if they should be higher. We did one presentation with applied medical, once the corporate challenge is complete we can try to get more presentations done at the corporate level. We can all approach our own companies and do presentations of two to four people, and suggest individual donations, and reach out for corporate donations through the contacts.

Greg; we should also think of a plaque for high level donors more than just being mentioned in our webpage. We are doing a presentation with Fluor in November and hopefully we can make an effort to speak to more companies. Can you finalize those three dollar levels and what do you get at each level more than just the webpage listing. I think whatever we use we need to keep it below 10% of the donation level.

Mandy; I've been looking at other EWB chapters, I haven't seen a donor in the \$5000 plus level.

Greg; we were looking at a paintball event and it would be nice to do a whole park, we'd need to get ASCE and other chapters. I talked to TCA which is opening a new freeway, they'd look at opening it for a 5k 10k for us, 2018 is the proposed date. I'm going to do a letter and try to get it on the table for them. Any other unique stretch of land we should look at as well.

Social;

Greg;

I don't know if we've locked the venue yet but we have the paperwork, we just have to get the check in. We sent a notice out to ASCE and EWB UCI. Get me addresses for other university chapters. Let's also send the invite to the corporate challenge sponsors.

Mod; I think we need a much larger corporate list than who is competing in eh corporate challenge and encourage the recipients to forward to people within their company.

## Financials

Greg; I will try to have a financial status update by next month.

## Volunteers

Greg; wanted to discuss how we recruit and keep volunteers especially on projects that have a long time frame.

Mandy; I think we have a few board member positions, but we need to have a position that focuses on volunteer retention and onboarding. We've been relying on volunteers who reach out to us, but we haven't been going out. We've been talking about socials and team bonding events.

Mod; we used to have a membership coordinator. We need to find that person again, and they lead the list of members, seeks new members.

Mandy; should we talk about that next meeting or

Mod; we should have sue put it out on the next newsletter. And we have a description what the duties are.

## Sustainability conf;

Mod; November 12 in long beach. We were asked to present. I'm working on putting together a PowerPoint about all of our projects and how they relate to sustainability. I need the project leads to give me a few slides and pictures about their project. I'll put that all together. We were asked for how many people from our chapter are going. We will refine the presentation to

Greg; we have an opportunity to talk about what sustainability means in a third world country, and it means quite a bit different from sustainability in a first world country.

Ashley; if we could have a draft by late Friday. I would like to use this as an opportunity to connect EWB's standards on sustainability with the national academy of engineering's 14 grand challenges. Their director mentioned that the engineers of the future overlap a lot with what EWB students and volunteers learn through their projects. I'd like to lead and present and I would like it if another member would like to join and split the presentation.

End meeting.