



Meeting Minutes

Wednesday, November 19th at 12:14 pm

ENC 2407

Attendees:

William Krichman – Chairman
Jose Carballo – Vice-Chairman
Derek Lura – Honorary Member

Kathleen Boland – Secretary
James Rachwal – Webmaster

Plan and advertise the BBQ event and have a Happy Thanksgiving!

Events, Activities and Action

1. Mars Rocks: As a side note, the Mars Rocks Team meets on Sundays at 12 pm in the Fishbowl to work on the project and the general R.I.G. meetings are on Thursdays at 5:30 pm. The team needs to be encouraged to be more active in this project.
 - The proposal will be finished by Jeremy and Jose today.
 - Diego will start funding on the ANS money.
 - Jose will contact Dr. Stephen Sundarrao for help with ordering parts as he communicates with the companies and the machine shop for his students.
 - Jose will contact Dr. Dekker to see if he is available to aid the Mars Rocks team on Tuesday mornings.
 - Make sure to get the value of the donated part from the sponsor and list as fundraised donated parts.
2. Electrathon: On Fridays, the Electrathon team will work on the car at Derek's lab from 11 am to 2 pm.
 - Get the materials list and the pricing, and which companies to order from.
3. End of the term event: (*Wednesday, December 3rd*): This will be a BBQ.
 - William will send an email just to post this event to everyone, and later confirmation emails will be sent.

- Probably Diego will make a purchase order for the food.

4. January Tour of National Gypsum Facility – Gibsonton, Fl: Tour of UPS. More is TBA.

General Business and Future Planning

1. Sean will update the Blackboard ASME members list onto the gmail contacts list weekly and he has also done a good job writing the preliminary reports.
2. Our website will be regularly maintained and updated by James.
3. Ask for a shop and tools from student government to do all our projects.
4. For the Spring Semester, we plan on having an opening BBQ event which will endorse the Jormac tour (most likely January 9th, 4:00 pm).
5. T-shirts: The shirt will be a one color scheme (“USF” green shirt with yellow lettering) and the logo will be modified.

- All we need is the money and for the order to be made through a company.

- The approximate sizing order is 40 x-large, 40 large and 30 medium.

- Sean made contact with T-Formation Shirt Company and it would cost an additional \$15 per logo to set up the logo for the first time. And it would cost \$15 plus \$0.50 extra per shirt on sleeve.

- Derek’s email from the USF t-shirt company:

\$3.10= 33-70 One color print on one side +\$1.40 for back

\$2.95= 71-144 One color print on one side +\$1.20 for back

\$3.50= 33-70 Two color on one side +\$1.40 for back

\$2.95= 71-144 Two color one side +\$1.20 for back

\$4.80= 33-70 Dark shirt with one color

\$4.60= 71-144 Dark shirt with one color

Additional costs include set-ups and shipping

6. Plan another fundraising event and find sponsors for our events and activities.
7. Ideas are needed for member activities, volunteering, benefit, tours, and speakers at the general body meetings.

Meeting was adjourned at 1:00 pm by William. The next Officer Meeting will be on *Wednesday, November 26, 2008, 12-1 pm* at ENC 2407.

Minutes submitted by:

Kathleen Boland – Secretary