

# Southeast Region D

## Charlotte-Metrolina Section, D-002

Executive Council Planning Meeting Minutes August 2, 2014

The Society of Women Engineers Charlotte Metrolina (SWE-CM) Section held its FY 2015 kickoff and officers planning meeting on 02 August 2014 at Lake Norman, 351 Grasshopper Circle Mooresville, North Carolina. The purpose of the meeting was for planning the 2014-2015 year activities.

### Attendees present:

- Cheryl Kinchen, President, [cheryl.kinchen@swe.org](mailto:cheryl.kinchen@swe.org)
- Divya Radhakrishnan, Vice President, [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com)
- Kerrie GoForth, Treasurer, [kerrie.goforth@swe.org](mailto:kerrie.goforth@swe.org)
- Rebecca Turner, Section Representative, [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- Chris Cathcart, Alt Section Representative, [chris.cathcart@swe.org](mailto:chris.cathcart@swe.org)
- Angela Berry, Volunteer Outreach Committee Chair, [angela.berry@swe.org](mailto:angela.berry@swe.org)
- Fern Blair, Media Design and Consultant, [blairrf@gmail.org](mailto:blairrf@gmail.org)

### Agenda topics and discussions:

#### Treasurer's Financial Report and Annual Budget

- **FY14 budget**, last year's bank statements and IRS filing completed Jul 7<sup>th</sup> 2014 were reviewed and approved. Voting was unanimous on two topics:
  - Post Office expense, unanimous vote to keep current P.O. Box
  - Website expense, unanimous vote to keep current server, Go-Daddy.com
- **FY15 budget**, after a few updates, will be sent out via by the treasurer for concurrence and a vote.

#### Social Media

- **Face Book /Twitter** - voted not to have a Face Book site or Twitter unless a dedicated Chairperson could support a two year commitment. Best Practices should be followed as outlined by SWE headquarters.
- **Website**- SWE paid platform is a template based site and available to Sections, vote to keep current website for FY15 was unanimous as it better meets our Section needs. Website updates need to include Officer Bios and picture for each officer. Executive officers were provided with admin privileges for [www.swe-cm.org](http://www.swe-cm.org) POC is Rebecca Blair [blairrf@gmail.org](mailto:blairrf@gmail.org)
- **Notification Mailings** – Mail Chimp was presented to the officers and will be used to set up advance notifications for FY15 activities. POC is Fern Blair [blairrf@gmail.com](mailto:blairrf@gmail.com)
- **Newsletters** – partially automated, to go thru Section Secretary, Theresa Myers, for distribution. Newsletter will be quarterly.

- **Palm Cards** – social advertising media was discussed and after reviewing and approving a design, created by Ms. Blair, the officers voted unanimously for the purchase of palm cards for the SWE-CM Section. These cards have SWE-CM Section information and no personal information. Section information includes FY15 Power Hour Locations with dates and a QR barcode. The barcode can be read by a number of app enabled phones. Scanning the barcode on the card will take users to our [www.SWE-CM.org](http://www.SWE-CM.org) website. These cards will be ordered as a batch of 1,000. These cards will be useful to hand out at SWE-CM Power Hour events and at SWE Conferences. POC is Cheryl Kinchen [cheryl.kinchen@swe.org](mailto:cheryl.kinchen@swe.org)



### Social Networking and Membership

- **SWE-CM Power Hour** – Although all are welcome, these monthly events target our young professional women in their 20s-40s for professional support, networking, and membership building. Events are to be first Fridays 6pm-8pm unless otherwise scheduled. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)

### Outreach

- **Women's Engineering Conference with Professional Engineers of North Carolina (PENC)** this is a conference requiring a \$350 fee by the Foundation of the Carolinas (non-profit). Individual conference costs at \$35 each are estimated to offset the fee and the net profit will go towards scholarships to Engineers Camp Charlotte at Queens University in the summer of 2015. Camp is \$350 for a week. A vote for SWE-CM Section to cover the fee with reimbursement based on proceeds was unanimous and the treasurer will handle payment to the Foundation of the Carolinas. POC is the Outreach Committee Chair, Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org).
- **Engineers Are Epic**, scheduled with Girl Scout Hornet's Nest Council for September 27<sup>th</sup> 2014 and February 21<sup>st</sup> 2014 (during Engineers Week) POC is the Outreach Committee Chair, Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org)
- **University of North Carolina Charlotte (UNNC) Collegiate SWE** – SWE-CM will support the College of Engineering Picnic in October 2014 POC is the Outreach Committee Chair, [angela.berry@swe.org](mailto:angela.berry@swe.org)
- **Citizen Schools**, voted not to support Fall program but to support Spring program Feb-Apr 2015. POC is the Outreach Committee Chair, Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org)

### SWE Calendar of Events

#### August 2014

- **FY15 Kickoff and Executive Leadership Meeting** August 2, 2014 a collaborative planning meeting will be held Saturday, August 2, 2014 at a member's home on beautiful Lake Norman. All new officers are requested to participate. All SWE members interested may attend. This meeting is the kickoff for planning the year of events and activities. The agenda includes financial reports, budgets, social networking, media, professional development and outreach. Bring your ideas. Refreshments will be provided. Our SWE-CM calendar will be updated as dates are firmed up.

- **White Water Team Building at USNWC** – August 23, 2014, at US National White Water Center (USNWWC) Luncheon 11:30 AM – 1:30 PM. Parking Fee is \$5 per car. The park is open 11:30 AM – 10:00 PM. Optional activities include white water rafting, kayaking, zip lines, rock wall climbing, biking, trails, standup paddle boarding and river jam music festivals. For more information and prices go to [www.usnwc.org](http://www.usnwc.org). Location: 5000 Whitewater Center Parkway | Charlotte, NC 28214 | 704.391.3900 POC for this event is Chris Cathcart at [Chris.Catcart@swe.org](mailto:Chris.Catcart@swe.org)

#### September 2014

- **SWE-CM Power Hour** September 5, 2014 6:00-8:00 Blind Pig (NODA) 453 E 36th St, Charlotte, NC 28205, (980) 819-9942 [www.theblindpignoda.com](http://www.theblindpignoda.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **Engineers are Epic** with Girl Scouts September 27, 2014, at Girl Scouts, Hornets' Nest Council Headquarters <http://www.hngirlscouts.org/> Location: 7007 Idlewild Rd, Charlotte, NC 28212. If interested in volunteering, please contact Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org)

#### October 2014

- **SWE-CM Power Hour** at Corkscrew (Birkdale) October 3, 2014 16916 Birkdale Commons Pkwy, Huntersville, NC 28078 (704) 987-0011 [thescrewcrew.com](http://thescrewcrew.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **College of Engineering Annual Fall Picnic 2014** at University of North Carolina Charlotte (UNCC) Friday, October 10, 2014 11:00 AM-2:00 PM Location: 9201 University City Blvd, Charlotte, NC 28223, 704-687-8622 Additional and general parking is available in the Cone Deck and Union Deck. Payment is made upon exiting the deck. Both cash and credit are accepted at the visitor parking decks.
- **Women's Engineering Conference** with Professional Engineers of North Carolina (PENC) Tuesday October 14th 08:00 AM – 3:00 PM. Net profits will go towards scholarships to girls for Engineering Camp Charlotte the summer of 2015. Queens University of Charlotte will host the NC State University (NC State) College of Engineering's Youth Summer Program at its main campus in Myers Park. The program, known locally as Engineering Camp Charlotte, will run four week-long day camps and will accept children in rising grades 3 through 8. Camp is \$350 for a week. Location for the conference is at Foundation for Carolinas. For more information about Engineering Camp Charlotte, please visit [www.engineeringcampcharlotte.com](http://www.engineeringcampcharlotte.com) POC is Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org).
- **WE14 National Annual Conference** "A Global Exchange For Change" October 23-25, 2014 For Women Engineers and the 16th International Conference of Women Engineers and Scientists (ICWES) in Los Angeles at the LA Convention Center 1201 S Figueroa St, Los Angeles, CA 90015

#### November 2014

- **SWE-CM Power Hour at Taco Mac (Southpark)** November 7, 2014 6:00-8:00 PM 4625 Piedmont Row Dr. Bldg. E Ste. 115 Charlotte, NC 28210 (P) 704.972.0503 [www.tacomac.com](http://www.tacomac.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **Professional Development Training** November 13, 2014 - Ethics Module. Location is TBD. POC is Elizabeth Owensby, Professional Development Committee Chair with Chris Cathcart

[Chris.Catcart@swe.org](mailto:Chris.Catcart@swe.org) Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) and Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com) supporting.

#### December 2014

- **SWE-CM Power Hour** No meeting due to holidays, Come to SWE-CM Dec 6th at Bravo!
- **SWE-CM Holiday Party at BRAVOS!** December 6, 2014 6:00-8:00 PM at Bravo! Donations for the Battered Women's Shelter will be collected at this event. This event is also an opportunity to welcome new members. Location: 6851 North Lake Mall Dr. Charlotte, NC 28216 (p) (704) 597-1455, POC is Cheryl Kinchen [cheryl.kinchen@swe.org](mailto:cheryl.kinchen@swe.org) POC is Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)

#### January 2015

- **SWE-CM Power Hour** No Meeting due to holidays, Come to SWE-CM Jan 16<sup>th</sup> at the Wine Palette!
- **Executive Leadership Meeting** January 16, 2015 at 5:30 PM at Akahana Asian Bistro 1308 The Plaza Charlotte, NC 28205 (704) 817-9365. After this mid-year officer meeting is the Painter's Palette event next door).
- **The Wine Palette** Jan 16, 2015 7:00 PM in the Plaza-Midwood neighborhood, **please arrive by 6:40** for seating. These are Artist guided classes so don't worry about your paint skills, just follow along and help is available. Location: 1308-C the Plaza, Charlotte, North Carolina (704) 334-3111 <http://www.thewinepalettenc.com/> The Wine Palette is a fun, casual place that you can bring your own wine and take home a self-painted masterpiece.

#### February 2015

- **SWE-CM Power Hour** February 6, 2015 Flying Saucer (University) 9605 N Tryon St, Charlotte, NC 28262 (704) 717-8179 <https://www.facebook.com/FlyingSaucerCharlotte> Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **Engineers are Epic** with 50 Girl Scouts February 21, 2015, at Girl Scouts, Hornets' Nest Council Headquarters <http://www.hngirlscouts.org/> Location: 7007 Idlewild Rd, Charlotte, NC 28212. If interested in volunteering, please contact Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org)
- **Citizen Schools** Feb – April 2015 SWE-CM in partnership with National Society of Black Engineers (NSBE) will host an "Engineers Are Epic!" apprenticeship in connection with Citizen Schools. Sixth and Seventh graders at Martin Luther King Middle School, Charlotte, NC will have an opportunity to experience hands on problem solving over the nine week apprenticeship with activities such as building a catapult, creating slime and building an electrical circuit. These are STEM activities (Agilent Kits). Following the apprenticeship the students present a WOW? event to the community where they teach back what they have learned. Become a Citizen Teacher! **POC is** Angela Berry [angela.berry@swe.org](mailto:angela.berry@swe.org) Volunteers are needed!
- **SWE Region D Conference** 26<sup>th</sup> February – 1st March, 2015 at Tennessee Tech University 1 William L Jones Dr, Cookeville, TN 38505 with Regional Lt Governor, Chris Craven. Attendees will be treated to an opening reception, section development training, SWE Boutique, workshops, Keynote presentations, a career fair, Region D meetings, and more! Additionally, professionals may earn CEU credits by registering for the professional development workshop that takes place on Friday morning. POC Cheryl Kinchen [cheryl.kinchen@swe.org](mailto:cheryl.kinchen@swe.org)

## March 2015

- **SWE-CM Power Hour** March 6, 2015 Sweetwater (Lake Wylie) 4582 Charlotte Hwy, Lake Wylie, SC 29710 (803) 831-1788 [www.sweetwatersportsbarandgrill.com](http://www.sweetwatersportsbarandgrill.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **Professional Development** Date and Location are TBD and planned for a Saturday on the 14<sup>th</sup>, 21<sup>st</sup> or 28<sup>th</sup> of March 2015. This event is based on a Professional Development Grant for a NASA Astronaut as Speaker for a half day workshop. Looking to partner with National Society of Black Engineers (NSBE) and Professional Engineers of North Carolina (PENC) and location may be at Duke Center. POC is Elizabeth Owensby [elizabeth.owensby@gmail.com](mailto:elizabeth.owensby@gmail.com) Professional Development Committee Chair with Chris Cathcart [Chris.Catcart@swe.org](mailto:Chris.Catcart@swe.org), Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) and Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com) supporting.

## April 2015

- **SWE-CM Power Hour** April 10, 2015 6:00 PM – 8:00 PM Buffalo Wild Wings (Northlake) 9402 Northlake West Drive, Suite 103, Charlotte, NC - (704) 392-6452 [www.buffalowildwings.com](http://www.buffalowildwings.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **Women in Transportation (WIT)** April 2015 event TBD Angela Berry has for action
- **Call for Section Award Nominees** every year the Society of Women Engineers Charlotte-Metrolina Section issues a call for nominations for the Distinguished Engineering Service Award. This award is presented annually by the SWE-CM Section to an individual who best exemplifies the engineering profession through leadership and service as judged by the selection committee from submitted nominations. The judging criteria evaluate the contributed time and effort in one or more of the following areas: public services, public awareness, professional development and leadership, and other as specified by the nominator. The nominee's volunteer efforts must be: current, an investment of substantial personal (uncompensated) time, personal and direct, and public service. The nominee should be informed of their nomination in time to attend the Annual Awards and Recognition Banquet in June 2015. Nominations are due to [Charlotte.Metrolina@swe.org](mailto:Charlotte.Metrolina@swe.org) by May 1, 2015.
- **Call for FY16 Officer Candidates** Announcement to SWE-CM Section members, the section is beginning the process of electing our officers for the next fiscal year (FY16 runs July 1, 2015 to June 30, 2016). A call for nominations for the positions of President, Vice-President, Treasurer, Secretary, Section Representative and Alternate Section Representative. Duties of the positions are described on the Officer Duties page of the website at [www.swe-cm.org](http://www.swe-cm.org) Please respond to Cheryl Kinchen at [Cheryl.Kinchen@swe.org](mailto:Cheryl.Kinchen@swe.org) no later than May 1, 2015 if you are interested in a position or wish to nominate a fellow member for a position.

## May 2015

- **SWE-CM Power Hour** May 1, 2015 combined with SWE-CM 15<sup>th</sup> Anniversary at Zapata's 6-8PM
- **SWE-CM Anniversary Dinner** May 1, 2014, 6:00 PM – 8:00 PM at Zapata's 15105 John J Delaney Dr, Charlotte, NC 28277 (704) 752-6869 [www.zapatasrestaurant.com](http://www.zapatasrestaurant.com) POC is Kerrie GoForth

## June 2015

- **SWE-CM Power Hour** June 5, 2015 Crave (Uptown) 500 W 5th St #120, Charlotte, NC 28202 (704) 335-0588 [cravedessertbar.com](http://cravedessertbar.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **SWE Banquet 2015** to be held at Heirloom, 8470 Bellhaven Blvd, Charlotte, NC 28216 (704) 595-7710 [www.heirloomrestaurantnc.com](http://www.heirloomrestaurantnc.com) this event is for recognitions, presentation of awards and turnover to FY16 Officers. POC is Cheryl Kinchen [cheryl.kinchen@swe.org](mailto:cheryl.kinchen@swe.org)
- **Region D Leadership Summit** TBD (June/July)

## July 2015

- **SWE-CM Power Hour** July 10, 2015 Salty Caper (Salisbury) 115 S Lee St, Salisbury, NC 28144 (704) 633-1101 [www.saltycaper.com](http://www.saltycaper.com) Come socialize with other professionals. POC is Divya Radhakrishnan [dradhakrishn@tcco.com](mailto:dradhakrishn@tcco.com) or Rebecca Turner [rebecca.trnr@gmail.com](mailto:rebecca.trnr@gmail.com)
- **WE15 Annual National Conference** Nashville, TN October 22-24, 2015 Mark Your Calendar and make reservations!