



## ***FUELS AND PETROCHEMICALS DIVISION***

### **EXECUTIVE COMMITTEE MEETING MINUTES Indianapolis, October 2002**

F&PD Chairman Irv Wiehe called the meeting to order. The agenda is attached (Attachment 1, 1 page). [NOTE: Attachments are not included but will be attached to the record copy of the minutes. Please contact the secretary, Marty Poole, [martin.poole@valero.com](mailto:martin.poole@valero.com), if you require copies of any of the other attachments.]

**Minutes of the March 2002 F&PD Executive Committee Meeting (New Orlean)** were distributed by Secretary, Marty Poole. A motion to accept the minutes of the previous meeting of March 2002 was made, seconded and passed.

#### **The Treasurer's Report:**

Report was distributed by Treasurer. (Attachment 2, 2 pages). Motion to accept report was passed.

Bob Goodmarch is auditing our books over the last several years.

We were charged for audio visual by National, \$1,551.93. We asked the Treasure to make sure that we were not charged for the unnecessary equipment used by the Gas Processing group.

#### **Membership Report:**

No Report

#### **Technical Programming:**

Prepartions for the Spring meeting were discussed. F&PD programming reached a new high at our Spring 2002. Programming consists of 7 topical conferences, 10 tutorials, 3 round table discussions, and 72 sessions.

Galin will increase fuel cell topic to increase Fuels and Petrochemicals presence in the Fall meeting.

Dead line for pre publications for first draft is mid December, final end of January. Gavin proposes putting together a 'template' for papers. Six pages is not necessarily the limit on preprints, but certainly not more tha 12 pages per discussion.

**National Staff Liaison Report**

No report.

**Awards Committee**

Bob Dye is this year's Disdistinguished Service Award recipient.

**Nominations Committee**

Irv reported that we had a full slate of nominees. Ballots would go out around Thanksgiving.

**Membership Development**

Gavin reported on a meeting for Chemical Engineering students held as part of the October AIChE meeting. Gavin gave a talk on Chemical Engineers and got some 28 new student memberships for Fuels and Petrochemicals Division lined up. Way to go Gavin. Gavin asked for volunteers that would be willing to take resumes and pass them on to the appropriate HR folks within our respective employers. Anyone who would like to help should contact Gavin. (Actually, can you give me a few details on this. Thanks, Gavin)

**Long Range / Programming:**

A ballot proposal that was previously approved by the Fuels and Petrochemicals Executive will be place on the next ballot as follows:

*The F&PD programming chair is elected by the programming committee and serves a four year term consisting of one year as Vice Chair, two years chair and one year as past chair. Candidates for the position of F&PD Programming Chair shall have previously served as area programming chair or meeting coordinator and shall have chaired at least on technical sessions for the F&PD in the past three years. The F&PD programming chair is responsible fo r technical programming at Spring and Fall national meetings. The Programming Chair should hold Division programming meetings at the spring and Fall annual meeting, issue minutes of these meetings, report to the F&PD executive and represent the F&PD on the NPC.*

**Tellers:**

Electronic voting has been implemented, however the Executive Committee decided to go with paper ballots for the next electin since some folks don't have email addresses with us.

Bob Dye is serving as Teller person.

**New Business**

Motion to by a spidar phone for teleconverencing by the Executive committee was discussed voted on and passed. Programing Chair is authorized to spend up to \$100.00 for the phone and is asked to bring to next meeting. Program Chair is responsible party.

Dennis asked us to prepare a by law change to reflect the change in the AIChE national structure. "Concil of the InSTITUTE' will be changed to 'Chemical Technology Engineers Operating Council'. Motion was discussed voted and passed.

### **Adjournment**

There being no additional business, a motion was made, seconded and passed to adjourn.

**Marty C. Poole**  
Secretary