

**NADDRG EXECUTIVE COMMITTEE
MEETING AGENDA**

Date/Time: November 3, 2022, 7:00 – 8:00am

Location: The Blackwell Inn, Columbus Ohio

Executive Committee Members

			Attending:
Michael Worswick	- President	(term expires 2023)	Y
Sergey Golovashchenko	- Vice-President	(term expires 2023)	N
Ted McClure	- Treasurer	(term expires 2023)	Y
David Anderson	- Secretary	(term expires 2023)	Y
Kannan Kidambi	- Member-at-Large	(term expires 2023)	Y
Hyunok Kim	- Member-at-Large	(term expires 2024)	Y
Bill Frahm	- Member-at-Large	(term expires 2023)	Y
Zhi Deng	- Member-at-Large	(term expires 2024)	Y
Kester Clarke	- IDDRG Representative		Y
Constantin Chiriac	- Program Chair		Y
Danny Schaeffler	- Membership/Website		Y
Pete Ulintz	- Past President		Y

1. Approval of Agenda

- Approved at ExCo meeting

2. Approval of Previous NADDRG Meeting Minutes – sent via email on November 2, 2022

- Approved at ExCo meeting

3. Meeting Updates

2022 Fall Symposium

- November 3rd, 2022 8:00 AM - 4:30 PM
- The Blackwell Inn, Columbus Ohio
- 47 total registered (37 regular, 10 students), total income after Paypal fees is approximately \$7,973.02
- ~1/3 took advantage of early registration and ~2/3 paid full registration
- Average per attendee after all fees: \$169.63
- Total invoice from The Blackwell Inn was \$7209.18
- Hosted in Columbus/Ohio State to help support creation of a center of metal forming (through NSF) with OSU, Oakland, UNH, and UNC involved
- Mike to introduce a slide to introduce ExCo meeting
- Mike to announce upcoming elections

- Great effort by Ted McClure to set up meeting arrangements (location, catering, etc) at a different venue

2023 Spring Symposium

- Need to determine date and location
- Revert to usual time after GDIS (Wed May 24th) at The Inn at St. Johns? But that's approaching Memorial Day weekend that people tend to use as a long weekend, we may lose more people after GDIS compared to before. **Consensus is Tuesday May 23, 2022 (the day before GDIS).**
- Kannan to check on location in PNC building in Troy, can seat 100 people, could be free, lots of parking and easy access from highway, will check on Friday November 4, 2022 **(note: as of November 5, 2022 via email communication the PNC building looks like a good venue; contracts and catering need to be determined)**
- Fallback is the Inn at St John's, but they fill up quickly so need to determine PNC building quickly

4. Treasurers Report

- NADDRG collected a total of \$11,757.95, after PayPal fees, in registration fees for the Spring 2022 Symposium. AutoSteel Partnership contributed \$2015.90. The hosting fee paid to The Inn at St. John's for the Spring 2022 Symposium was \$13773.85. The result was a net gain/loss of \$0.00 for the Spring 2022 Symposium.
- Each year, NADDRG must submit two forms:
 - o IRS Form 990-N is due on the 15th day of the 5th month following the end of NADDRG's fiscal year, or May 15th. Form 990-N can only be submitted via E-Postcard. If NADDRG does not file a Form 990-N for three consecutive years, it will automatically lose its tax-exempt status. NADDRG's IRS Form 990-N for tax year 2021 was filed on May 14, 2022.
- The Nonprofit Corporation Annual Report form is due to the State of Michigan each year by October 1st. The Michigan Corporation Division is supposed to send the Nonprofit Corporation Annual Report form to NADDRG in August of each year. If this form is submitted to the State of Michigan more than 2 years late, NADDRG will be automatically dissolved by the Corporation Division of the State of Michigan. NADDRG's Nonprofit Corporation Annual Report form for 2021 was filed with the State of Michigan on August 11, 2021. The Nonprofit Corporation Annual Report form for 2022 was due to the state of Michigan by October 1st, 2022.
- Bank of America Certificate of Deposit # XXX 939 renewed / reinvested on 4/28/2022
 - Current balance as of 11/01/2022 is \$10,461.50
 - 7 month certificate matures on 11/28/2022
 - Interest rate as of 4/28/2022 was 0.03%
 - Interest Total 2021 was \$3.14
- Bank of America Checking Account # XXXX 6664
 - Balance as of Last Financial Statement, 5/18/2022: \$21,123.00
 - Balance as of 11/01/2022: \$13,623.00
- Transactions
 - PayPal Transfer Registration Fees, 5/23/2022: \$3,500.00

- PayPal Transfer Registration Fees, 6/7/2022: \$757.95
- Check 1101: Inn at St John's Spring 2022 meeting room, AV catering, 6/13/2022: \$13,773.85
- AutoSteel Partnership Meeting Contribution, 7/21/2022: \$2,015.90
- Total Receipts: \$6,273.85
- Total Disbursements: \$13,773.85

5. Bylaws

- New Nominating Committee Chair is required after Pete steps down. This needs to be someone currently serving on the Executive Committee. Could be 3 people from the ExCo. Pete suggested new methods in his Bylaws document (90 days before Spring meeting have a list, gives a month to get buy in, have election 60 days before Spring meeting).
- Might be worth having people hold 2 terms as President for consistency (this was done in the past due to lack of participation and interest), there seems to be enough draw for Member at Large with interest to move up through ExCo. Will continue with the current movement through the ranks
- Mike to take over as Nominating Committee Chair with Pete to assist.
- Pete shared a Draft NADDRG Bylaws document via email on November 1st, 2022. All ExCo to review Draft and 3 people to deep dive (Pete, Danny, David). Zoom meeting to follow in mid-January 2023. **Action item: David to schedule zoom meeting for mid- to late-January.**
- **Action item: David and Bill to investigate shared document repository for collaborating on document (avoids sending emails back and forth); David to set up a shared file/folder on Microsoft OneDrive.**

6. Committee Reports

- Nothing to report

7. NADDRG Website (www.NADDRG.org)

- Nothing to report

8. IDDRG Activities

- Conference in France was great
- Call for papers announced for 2023 meeting (June 19 – 22, Lulea Sweden) due November 25, 2022
- IDDRG ExCo asked to add a placeholder for the US to host IDDRG in 2028.
- Detroit area was suggested, but we should identify a lead organizer and institution, as well as a location, to be submitted to IDDRG ExCo for the next meeting (June 18 2023 in Sweden).

- It would be good to have a solid proposal of organizer and location before May, but should finalize at our spring meeting. Not sure how to approach this - previous discussions suggested possible locations as SE Michigan/Detroit, Columbus, Atlanta, and (in a pinch) Colorado. Any suggestions would be helpful.

9. New Members

- No new members submitted

10. Other Business

- No other business