I. Call to Order – 12:00 pm

II. Roll Call

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Attending</th>
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<tbody>
<tr>
<td>President</td>
<td>Amy Gum</td>
<td>X</td>
</tr>
<tr>
<td>Vice President</td>
<td>Kaitlyn Mores</td>
<td>X</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Katie Bushong</td>
<td>X</td>
</tr>
<tr>
<td>Secretary</td>
<td>Jenny Lu</td>
<td>X</td>
</tr>
<tr>
<td>Events Chair</td>
<td>Aswathi Pradeep</td>
<td>X</td>
</tr>
<tr>
<td>Membership Chair</td>
<td>Myette Simpson</td>
<td>X</td>
</tr>
<tr>
<td>Awards Chair</td>
<td>Andrea Legreid</td>
<td>X</td>
</tr>
<tr>
<td>IGED Committee Co-Chair</td>
<td>Kristin Murray</td>
<td></td>
</tr>
<tr>
<td>Outreach Chair</td>
<td>OPEN</td>
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</tbody>
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III. Lunch, Introductions, & Lay of the land (15 minutes)

IV. Business Meeting (30 minutes)

A. Review & Approve Minutes for August
   1. Approved by all.

B. Old Business
   1. Event Recaps
      a) Professional Development Event (WE KC)
         (1) SWE Membership Raffle
             (a) Amy has gotten in contact with winner.
             (b) Jane Knoche donated 2 more, will be recognized in next newsletter.
         (2) Photographs
             (a) There is a lot – what should we do with them?

   2. Bylaws Update
      a) SWE bylaws committee has extended deadline to December 31st.
      b) We still need to hear back from bylaws committee.

   3. SWE Annual Conference (WE18)
      a) Who’s going?
         (1) Amy – yes
         (2) Kaitlyn – maybe
         (3) Jenny – on waitlist for Honeywell
      b) Scholarship Applications (deadline: EOB 9/13)
      c) Include on next E-blast to have a meet-up/get-together for SWE-KC members at WE KC.
         (1) Will also include meetup during STEMMY awards.

C. Officer Reports
   1. President
1. Vice President
2. Treasurer
   a) Reimbursement process
      (1) Katie is in the process of streamlining everything.
      (2) On Google Drive along with process for WE18 scholarships.
   b) Account / Budget Report
      (1) Katie will get a budget report for next month.
3. Secretary
   a) Name Badges (+1 IGED)
      (1) Not yet submitted.
      (2) Will wait until after IGED kickoff next week.
   b) Communication Plan
      (1) To be discussed during Strategic Planning portion.
   c) Newsletter (deadline date, contact information of EC members)
      (1) All articles due to Jenny by 9/30.
      (2) Will aim to send out around 10/5.
4. Events
   a) Sept – Nov Events
      (1) Sept 18 – Meet & Greet at Martin City Brewery
      (2) Oct – Aswathi wanted to do a Trunk & Treat, but is having issues finding an organization to accept SWE-KC joining.
         (a) Alternate options:
            (i) SWE-KC host our own Trunk & Treat.
            (ii) Host a donation drive during that time if close enough to Harvesters’ event.
            (iii) Change Oct. event to a Wine & Paint or Crafts night.
      (3) Nov 3rd (8:30am-10:30am) – Harvesters’ event with ASCE booked.
      (4) Dec – still planning on Cookie Exchange, but would like to change venues to a more intimate setting (e.g. a SWE member’s house).
         (a) Previous venues have been at Burns & Mac and at Black & Veatch.
5. Membership
   a) Membership Demographics
      (1) Myette was just added to leadership roster on SWE website today – will have more to report next time.
      (2) Would like to talk to new graduates coming to work in Kansas City.
         (a) There is a way to get this list from SWE; Amy will look into it.
   b) Renewals (targeted emails?, FB header?)
      (1) There is a SWE toolkit that Amy will send to Myette.
      (2) Myette can also do targeted emails to push for renewals.
6. Awards
a) WE Local Awards
   (1) Deadline: end of this month (September).
   (2) About: New this year since there are no more regions. Submissions are sent to the society, with a committee deciding where awards will be distributed.
   (3) Nomination plans:
       (a) Kerrie Greenfelder for WE Local Legacy
       (b) Amy Gum and Sunita Lavin for SWE Local ELiTE
       (c) IGED Jr + IGED for Outstanding Outreach Event Award

7. Outreach
   a) IGED Jr
      (1) Had kickoff already with a full committee.
      (2) Mentor and student registrations open until Oct 12th; registration information will be on next E-blast.
   b) IGED
      (1) Kicking off on Sept 13th.

D. Recognitions
1. Society Awards
   a) Distinguished New Engineer: Adriana Porter
   b) Spark Award: Kerrie Greenfelder
   c) Suzanne Jenniches Upward Mobility Award: Cindy Wallis-Lage

2. No other recognitions to report.

E. Announcements
1. WE18 Annual Conference: October 18th – 20th (Minneapolis, MN)
2. IGED Junior: November 9th , UMKC Atterbury Success Center
   a) Registration is Open for Mentors, Volunteers, and Students! Please share within your companies and other places which may have interest!
      (1) Jenny will share email template with everyone.
3. [Community Event] "How do I become (an engineer)", November 10th, Linda Hall Library
   a) Audience: HS & College Students, See lindahall.org for details
4. WE Local Conference: March 1st-2nd (St. Louis)
   a) Scholarship details TBD (Katie and Amy).
5. WE Local Conference: March 15th – 16th (Denver)
   a) Scholarship details TBD (Katie and Amy).
6. IGED: February 22nd, 2019

V. Administrative Training (30 minutes)
A. SWE & SWE-KC Overview
B. Organization Chart
C. Google Drive
D. Other Tools
E. Branding
F. Fact Sheet Update
G. Section Sponsorship
H. SWE Resources

VI. Team Building (1 hr)

VII. Strategic Planning (1.5 hr) – review powerpoint presentation for details
A. Pre-planning Budget Review
B. Society’s Strategic Goals
C. SWOT Analysis
D. Brainstorming
E. Planning

VIII. EC Meeting & Budget Approval Process

IX. Wrap – Up
A. EC will meet again to finalize goals.
   1. Amy will send out a doodle to decide 2 hour follow-up meeting.
   2. Amy will send a brainstorming board for everyone to contribute before follow-up meeting.

X. Next Executive Council Meeting: Thursday, September 27th at 6:00pm (Conference Call)

XI. Adjournment – 4pm

+ Future EC Meetings Approval
  - Proposed
    * Tuesday, Oct 16th @ Panera State Line
    * Wednesday, Nov 14th @ Panera State line
    * Thursday, Dec 13th @ Panera State line
    * January mid-year planning - TBD
  - We’ll decide spring EC Mtg Schedule here.