1. Introductions
   Chairperson: David Lahey, Butler, Fairman and Seufert
   Secretary: Scott Sandstrom, CDM Smith
   Committee Members

2. Discussion Items
   - Review Survey Results
     o The survey that last year’s committee took at the end of the year was reviewed. Results were favorable. The only general improvement mentioned is that everyone should strive to participate as much as they are able.
     o Another survey will be performed at the end of this committee year.
   - Review ACEC Strategic Objectives
     o The membership engagement committee is a byproduct of the ACEC Strategic Objectives, specifically #4. Review them here:
   - Young Member Events Planning
     o Last year, two events were held.
       ▪ A roundtable with emerging professionals and firm principals focused on networking. Principals were able to share their experiences with younger professionals.
- An effective communication workshop with Brenda Bailey-Hughes (IU) that focused on communicating with influence as an emerging professional.

- Selling ACEC to Newer Member and Uninvolved Member Firms
  - One of our major goals is to encourage participation in order to help these firms see value in ACEC.
  - Ideas
    - Use testimonials or examples of how firms have become involved in the past and what positive outcomes have transpired. These testimonials could be shared via brochure, website, social media, etc.
    - Call firms and directly ask them to assist in the planning of an event.
    - Find out why new firms joined ACEC. Then, use targeted media to encourage involvement. ACEC has some data on newer firms since 2017.
    - Shelby attended a conference and came away with a few ideas.
      - Welcome kits – doing this now.
      - New Member Spotlight
      - Onboarding process – doing this now.
    - The data from past attendees at emerging professionals can be pulled to use for initiatives when engaging newer or uninvolved firms.
    - Continue to communicate with the individual people within the member firms, so the message doesn’t get lost with the single main contact.
  - Don’t forget about the active member firms. It’s also important to recognize strong members.

- Next Generation Leaders
  - This committee is targeting opportunities to provide programming for middle career individuals who are looking to potentially move up to executive-type positions, especially past engineering leadership program participants.
  - The Next Generation Leaders flyer is advertising the current programming for this group using the previously existing ACEC forums. Individuals can pay to attend all 5. The forums were originally intended to work together.
  - Currently 6 or 7 people have signed up for all forums as a “next generation leader”.
  - Moving forward, need to get the word out about the program and be sure to pitch to firms that have had participants in the engineering leadership program.
  - Shelby to investigate making it a rolling registration whereby people could sign up at any time and attend the next 5 forums, not necessarily in the same fiscal year.

3. Quarterly Meetings at the following dates from 9:00 AM to 10:30 AM at BF&S office.
   October 9, 2019
   January 8, 2020
   April 15, 2020
4. Sub-Committee Establishment, Volunteers & Goal Setting

*Sub-Committee Chairs should setup subcommittee meetings prior to the next quarterly committee meeting, as appropriate. Include Shelby Dunn and David Lahey in all subcommittee meetings. Early Winter Emerging Professionals Event date should be established for December 2019 by Sub-Committee in advance of our next quarterly committee meeting (decisions on content can be delayed as it is subject to further Committee and Staff input).*

**Emerging Professionals**
*Chair:* Dustin Quincy
Nick Parsons
Scott Sandstrom
Jackie Dohrenwend

**Firm Engagement Outreach**
*Chair:* Will Lyon
Matt Taylor
Leslie Yoo
Dustin Quincy
Jamal Anabtawi (to be confirmed)

**Next Generation Leaders**
*Chair:* Ann Dryer
Zach Bishton
Natalie Stephen

**Young Engineer of the Year**
*Chair:* Matt Taylor
Robert Winebrinner
Cassie Reiter

5. Promote the following upcoming ACEC Events to your firm.

- Human Resources Forum: August 6
- Principals & Owners Summer Summit: August 14
- Indy DPW Designer Training Workshop: September 10 – capped at 2 people per firm
- Environmental Business Conference: September 26

6. Next Meeting
   October 9, 2019 (9:00AM-10:30AM)
   Butler, Fairman and Seufert
   8450 Westfield Blvd., Suite 300
Download ACEC Indiana’s Membership Directory App. Search ACEC Indiana in your app store!