



# The Instrument, Systems and Automation Society

Rochester Section

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## MINUTES

**Meeting:** ISA, Rochester Section Executive Committee Meeting  
**Date:** March 8, 2004  
**Location:** Rochester Engineering Society, 1806 Lyell Avenue, Rochester, NY  
**Chairman:** Mario Cash, Section President  
**Minutes By:** Susan Walter, Section Secretary  
**Distribution:** Rochester Section Executive Committee, Section Website

**Attending Members:** Rick Lauricella, John Shaw, Susan Walter, Sara Feavearyear, Jeff Sutton, Jim Conolly, Fritz Ruebeck, George Hanley; guest Tina McKean

**Absent Members:** Al Zazzara, Mario Cash, Marty Sepos, Ron DeFrance, Bob Snow

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- 1. Call to Order**—In the absence of M. Cash, S. Feavearyear (Treasurer) called the meeting to order at 12:04 p.m.
- 2. Approval of Minutes**—On motion by J. Conolly second by G. Hanley, the minutes of the February 9, 2004 meeting be approved.
- 3. Treasurer's Report**—S. Feavearyear submitted the Section's Y-T-D budget report for review. The second half of the scholarships have been awarded. On motion by J. Conolly, second by J. Shaw, the report be accepted.
- 4. Kick-Off**—R. Lauricella reported that the Shadow Lake Country Club has been reserved for the September 14, 2004 Kick-Off. The menu will remain the same, a rib/chicken barbecue. Tee times can be reserved between 11 a.m. and 1 p.m. Cocktails start at 5 p.m. and Dinner follows at 6 p.m.
- 5. Guest Night**—G. Hanley reported that the Finger Lakes Race Track is not quite ready to book group events but they will send him a brochure and be ready to talk in roughly two weeks. The Committee discussed how the event might be packaged: access to racetrack, dinner, possibly a \$20 voucher for the casino. He also suggested possibly utilizing an upcoming Red Wings and/or Rhinos' game for Guest Night to make it more family oriented, and submitted a schedule of costs based on the type of suite reserved for viewing the game. Choosing a date that does not conflict with Past Presidents' Night is an issue, possibly late May or early June.
- 6. Program Committee**—F. Ruebeck reported that the February 26th Downtown Trolley Presentation went very well, at least one-third of the 24 attendees came from the ISA membership. He also noted that the Chemical Engineering Society is all set with the High Falls Brewery tour. He will follow-up committee suggestions for an ISA sponsored tour, perhaps a lunch event: touring Hydrogenics, the new Photonics Facility, Bausch & Lomb or Xerox. G. Hanley has a contact for touring the Dam at Mt. Morris and J. Sutton has a contact for a possible tour of the controls for the new roller coaster at Sea Breeze Park.
- 7. Education Committee**—S. Walter read a written report submitted by A. Zazzara (see attached).

8. **Table Top Show**—J. Sutton reported that the invitations to exhibit at the show are being sent out by email. The initial feedback is good and he has already received the first reservation for exhibit space.
9. **Annual Directory**—S. Feavearyear introduced Tina McKean, she has been contracted to format the Annual onto a CD. Tina discussed the basic layout she will build for the Annual and the various links that can be accessed. S. Feavearyear also distributed copies of the invitation she is emailing to vendors to participate in the CD Annual. The problem of duplicating the CD in sufficient quantities has still not been resolved. If M. Cash is unable to facilitate this task, J. Sutton has the name of someone who may be able to produce 500 copies. Additional comment from the Committee: purge and update National's database of outdated information before putting it on the CD Annual.
10. **Special Events**—J. Conolly announced that the Science and Exploration Days event at St. John Fisher College is scheduled for May 12 and 13<sup>th</sup>. The hours of the event are 9-2 both days and 7-9 p.m on Wednesday evening only. The top 20% math and science students are invited to participate: High School students on Wednesday and Junior High students on Thursday. Many exhibitors are from local organizations and engineering societies, and seminars are also given. Volunteers are needed to staff the newly updated ISA booth. Members are encouraged to sign-up with Jim.
11. **Webmaster**—J. Shaw has posted the whole Table Top Show Vendor Invitational Packet as a PDF on the Section's website. All postings are welcome, please forward them as soon as they are available.
12. **Adjournment**—Moved by R. Lauricella, seconded by J. Conolly, the ISA Rochester Section Executive Committee meeting be adjourned at 1:15 p.m.

Respectfully submitted,  
Susan Walter  
Section Secretary