

**EWB PORTLAND MAINE PROFESSIONAL CHAPTER  
MEETING MINUTES**

**T.Y. Lin International**

**April 11, 2011 6:00-7:30 PM**

<b>Attendees:</b>	<b>Brandon Newman</b>	<b>Tom Rousseau</b>
	<b>Shanta Keller</b>	<b>Althea Masterson</b>
	<b>Will Haskell</b>	<b>Jake Jacobson</b>
	<b>Leo R. Laroche</b>	<b>Scott Winchester</b>
	<b>Tim Brandon</b>	<b>Jay Peters</b>
	<b>Kate Brown</b>	<b>Nadia Glucksberg</b>
	<b>April Ye</b>	<b>Sara Wright</b>
	<b>Bill Walsh</b>	

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Both the highlight and majority of tonight's meeting was Nadia's presentation and a group discussion on the successful outcome of the March 2011 assessment trip to our partner community Dogobom, Ghana. Our thanks to T.Y. Lin's Falmouth office for hosting us!

## **FUNDRAISING AND PUBLIC RELATIONS**

April lead us through a list of the upcoming fundraising events for the chapter, including:

- May 21<sup>st</sup>: The Early Show plays at the St. Lawrence Arts Center on 76 Congress Street in Portland. Seating capacity is about 110 people. Sara Wright needs a check to make a deposit to the theater.
- Matt Randall arranged for a Monday night bowling event at the Bayside Bowl for Monday, June 6<sup>th</sup>; a portion of the night's proceeds will be donated to our chapter.
- April continues to pursue golf tournament fundraisers for our group.
- Jake Jacobson will lead another yard sale fundraiser for the weekend of April 30<sup>th</sup>/May 1<sup>st</sup>.
- Our Clynk bottle collection and Good Search fundraisers are ongoing but require further participation to increase earnings. Please contact April about our Clynk program. The Good Search tool can be found at <http://www.goodsearch.com/toolbar/engineers-without-borders-portland>.
- Our Chapter has a volunteer date set with Habitat for Humanity on July 23<sup>rd</sup> and may be able to partner with Maine ASCE for a similar event in August.
- The Festival of Nations in Portland is coming up on July 30<sup>th</sup> and we will likely attend again.
- Tom Rousseau offered to contact AGC and ABC Contractors to investigate if we could present our Chapter's work and solicit their support. Similarly, Bill Walsh recommended we could do a similar community outreach presentation to the Freeport Coastal Club for Girls. Generally, there was strong interest in taking our project on the road to let our firms and surrounding communities know what we do.

## **GHANA ASSESSMENT TRIP UPDATE**

The March 2011 assessment trip to Dogobom was a tremendous success on all counts. The assessment team, Nadia, Jay, Jake, Sara and Scott found a remarkable ally in CDDF, our partner NGO. Their high level of organization, familiarity with community projects and helpfulness

augmented the assessment team's efforts and consequential success both at collecting relevant information for a water treatment and distribution system and constructing a rain water harvesting pilot system using the community school's roof.

The information gathered on the trip will be captured in the post-assessment trip report to be submitted to EWB-USA, which Jay has volunteered to spearhead. Furthermore, Jay outlined the path forward for our project in terms of EWB-USA requirements:

- Submit expense reports to EWB-USA.
- Submit Post Assessment Report to EWB-USA, including site mapping, relevant findings and an as built design of the rain water harvesting pilot system.
- Conduct a feasibility study to evaluate water treatment and distribution alternatives and submit to EWB-USA.
- Prepare the Pre-Design report (~50% design) for EWB-USA.
- Prepare the Pre-Implementation Report (100% design) in accordance with specific deadlines for review by EWB-USA's Technical Advisory Committee (TAC). For example, we must submit this document by July 2011 to travel in October 2011.

The immediate next steps in the design process will be to begin evaluating treatment options with a focus on roughing filtration design, expanding the rain water harvesting system to capture more of the roof area or expand storage capacity or both, and **fundraising**. Additionally, the opportunity exists to collect and donate book to the community's school, which could benefit from both text books and more general reading books to encourage English literacy in the community.

## ACTION ITEMS

- April will continue to lead fundraising efforts for the chapter, including pursuing the golf tournament.
- Jake will create and distribute a request for donations to the April 30<sup>th</sup>/May 1<sup>st</sup> yard sale and lead the efforts thereafter.
- Tom will follow up with AGC and ABC to determine if they would host a presentation by our Chapter.
- Bill Walsh will follow up with Pam Erikson of the Freeport Coastal Club for Girls to determine if they would like to host a presentation by our Chapter.
- Brandon will post a link to tonight's presentation by Nadia for reference, as well as a couple of reports on roughing filtration design per Jake's request.
- Shanta will continue to oversee general project and design activities. Contact Shanta Keller if you would like to assist or get involved.
  - Jake will lead the roughing filtration design.
  - Scott will develop the as-built design of the rain water harvesting system.
  - Jay will lead the effort to complete the Post Assessment Report.

## NEXT MEETING

Our next meeting's location will be determined in April and notice will be sent out a week or two prior to the meeting.

I have prepared these meeting minutes to the best of my knowledge. If you have any comments or edits, please forward them to me.

Sincerely,

Brandon Newman

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