

**Executive Committee and
Board of Directors**

Executive Committee:

President:

Ramesh B. Malla, Ph.D. (CT)

Vice President:

Rajendra K. Shrestha, Ph.D. (TX)

General Secretary:

Jagannath Ghimire (MD)

Joint Secretary:

Pradeep Khanal (CA)

Information Secretary:

Pujan Joshi (CT)

Treasurer:

Smarika Paudel Sitaula (IL)

Members-at-Large:

Kul Mani Acharya (MD)

Sanjaya Gajurel, Ph.D.(OH)

Upendra Karna, Dr. Eng, P.E. (NJ)

Sagar Onta, P.E (MB, Canada)

Prakash Shrestha, P.E.(TX)

Board of Directors:

Ramesh B. Malla, Ph.D. (CT) -- Chair

Dabit Acharya (OH)

Kul Mani Acharya (MD)

Ambika Adhikari, Dr. Des., AICP (AZ)

Rajesh Bajracharya (ON, Canada)

Rishi Baral, P.E (VA)

Yubaraj Budhathoki, P.E. (VA)

Komal Dutta (IL)

Sanjaya Gajurel, Ph.D. (OH)

Jagannath Ghimire, P.E. (MD)

Samana Ghimire (CA)

Pujan Joshi (CT)

Bimal Karki, P.E.(SC)

Pradeep Karna (AZ)

Upendra Karna, D.Eng.,PE, (NJ)

Kanhaiya Kayastha, S.E., P.E. (CA)

Shyam KC, Ph.D.(D.C.)

Pradeep Khanal (CA)

Prakash Khanal (MD)

Rajendra Khatiwada (KY)

Naresh Koirala, P.E. (BC, Canada)

Prakash B Malla, Ph.D. (GA)

Sagar Onta, P.E., (MB, Canada)

Bishnu Phuyal, Ph.D. (IL)

Pratibha C. Phuyal, (IL)

Pranav D. Shah, Ph.D. (NY)

Manish Shakya (SC)

Ankur Sharma (IL)

Shyam Sharma, Ph.D., P.E. (OR)

Prakash Shrestha, P.E. (TX)

Rajendra Shrestha, P.E (FL)

Rajendra K. Shrestha, Ph.D. (TX)

Smarika Paudel Sitaula (IL)

American Society of Nepalese Engineers (ASNEng) - a non-profit organization with IRS 501 (c) (3) tax exempt status – aims at providing a platform for Nepalese, and their friends, in engineering and closely related scientific and technical areas to come together, exchange ideas, and support each other for their and the larger society's common good. The Society also strives at promoting engineering and technological advancement in Nepal.

Teleconference Meeting of Board of Directors (BOD)
Sunday, May 01, 2011 7:00 PM (EDT)

Minutes of Teleconference Meeting of Board of Directors (BOD)

Meeting attendees: Dabit Acharya, Kulmani Acharya, Sanjaya Gajurel, Jagannath Ghimire (General Secretary), Samana Ghimire, Pujan Joshi (Information Secretary), Bimal Karki, Upendra Karna, Kanhaiya Kayastha, Naresh Koirala, Pradeep Khanal (Joint Secretary), Ramesh B. Malla, (President), Sagar Onta, Manish Shakya, Ankur Sharma, Shyam Sharma, Rajendra Shrestha, TX (Vice President), Rajendra Shrestha (FL)

Absent by notice: Rajendra Shrestha (FL), Yubaraj Budhathoki, Prakash Khanal, Bishnu Phuyal

The Board of Directors (BOD) & Chairs of various Committees of American Society of Nepalese Engineers (ASNEng) held the teleconference meeting on Sunday, May 1, 2011.

Item#1: Meeting Call to Order

Ramesh Malla, Ph.D., President of the Society, called the meeting to order at 7:05 PM (EST).

Item#2: Self Introduction of Meeting Attendees

The attendees (Board of Directors and the Executive Board) gave brief introduction including their state of residence.

Item#3: Review and Approval of the February 20, BOD Meeting Minutes

Mr. Kanhaiya Kayastha tabled the motion and Dr. Rajendra Shrestha seconded it. The attendees thereby approved the February 20, BOD Meeting Minutes unanimously.

Item#4: Summary Updates on ASNEng activities– Dr. Malla

Dr. Malla provided updates on various activities of the Society, including the following:

- Support for Japan Earthquake/Tsunami victims.
- ASNEng Presentation slides
- International Conference organized by USAID
- Joint Conference with CAN USA and America Nepal Medical Foundation- response from respective organizations by May 22.

Item#5

5. Officers' reports (Vice President: Rajendra Shrestha, Ph.D.; General Secretary: Jagannath Ghimire, P.E., Joint Secretary: Pradeep Khanal, Information Secretary: Pujan Joshi; and Treasurer: Smarika Paudel Sitaula)

Report from Dr. Shrestha (Vice President)

- Prepared guidelines for formation of ASNEng Local/Regional Chapters
- Held Meeting in Houston on April 30 in preparation of the ASNEng/CAN-USA Joint Conference in Houston on July 9-10, 2011
- Proposing to establish the ASNEng Local Chapter in Houston
- Blocked 50 hotel rooms for the Conference
- Arranged transportation for delegates from airport to hotel and vice versa
- Local engineers have requested one day program instead of two day

Report from Jagannath Ghimire (General Secretary)

- Preparing for tax files (IRS and State of South Carolina)
- Coordination with local engineers at DC area for formation of Local Chapter
- Presented on "Engineering Diaspora in Capacity Building" at the workshop organized by NRN in Washington D.C. on April 11, 2011 where ambassadors H.E. Scott DeLisi and Dr. Shankar and Mital Desai from State Department were present
- Represented ASNEngr to International workshop on organized by USAID on April 18, 2011 in Washington D.C.

Report from Pujan Joshi (Information Secretary)

- Data base optimize (BOD / Committee Members history)
- All Documents online
- Working on membership profiles
- Membership Renewal is made online and working on automatic system
- Dr. Shrestha inquired if the date of birth required during the membership application. Mr. Joshi responded that it would be removed from the application form
- Pradeep Khanal to update Membership Application Form

Report from Pradeep Khanal (Joint Secretary)

- Mr. Khanal to work for Program Committee
- Working on membership approval letters

Item#6. ASNEngr Conference Preparation/Call for Abstracts, Houston, TX; July 09-10, 2011

- Dr. Malla informed that we will be receiving confirmation from CAN USA and ANMF for joint Conference by May 22, 2011. Dr. Shrestha provided following updates on Annual Conference. S Held Meeting in Houston
- Locked 10 hotel rooms for Conference
- Arranged transportation for attendees from airport to hotel and vice versa
- Organization Committee formed
- Call for Abstracts in progress

Item#7. Japan Earthquake/Tsunami Relief Fund Update

Action has been completed and the fund transfer is pending. Dr. Shrestha proposed the transfer to be made via Japan Embassy.

Item#8. ASNEngr representation and sessions in upcoming NRN Convention in Nepal, ANA.; Joint ANMA/NASeA, and NRN NCC Conferences in the U.S.

It was decided that ASNEngr will organize some sort of programs in upcoming NRN Convention in Nepal, ANA.; Joint ANMA/NASeA, and NRN NCC Conferences in the U.S.

Item#9. Joint ANMF/ASNEngr/CAN-USA Initiative on Earthquake Preparedness and Disaster Relief in Nepal updates and activities- R. Malla

- Dr. Malla provided following updates:
- The committee is meeting on May 22, 2011

- Working on Position Paper
- Three organizations (ASNEng, CAN USA and ANMF) are working together
- Deadline for draft Position paper submittal is May 29, 2011

Item#10. 2010 Tax File (IRS and State of South Carolina)
Mr. Ghimire., General Secretary of the Society to take care of this task.

Item#11: Various Committee Reports & Change/renew leaderships of the committees:

(i) *Award, Grants & Scholarships Committee –Chair - Ankur Sharma*
(Discussion on Guidelines - R.Malla, A.Sharma, B. Phuyal, P. Shrestha, R. Shrestha).

Mr. Ankur Sharma, Chair of the Committee said that they met twice to discuss about the draft. He insisted that the Society should come up with amounts for grants/scholarships, application deadline (suggested August 2011) and Fund Raising Programs.

(ii) *Membership Recruitment & Outreach Committee:– Bishnu Phuyal, Ph.D.*
Absent by Notice

(iii) *Programs Committee: Chair – Open*
To be determined.

(iv) *Newsletter/Publication Committee: Chair – Prakash Shrestha, P.E.*
Smana Ghimire informed that they are working on 2nd draft of the News letter. They will be send the draft in one week for review.

(v) *Bylaws Amendment & Membership Standard Committee: Chair – Rajendra Shrestha, Ph.D.*
Dr. Rajendra Shrestha has prepared the draft of Guidelines for ASNEng Chapter Formation. Dr. Shyam Sharma has requested to specify differences between State and Regional Chapter on the guidelines. The Guidelines were motioned by Dr. Sharma and seconded by Dr. Upendra Karna. It was approved unanimously with minor corrections.

(vi) *Website/Database Committee: Chair – Sanjaya Gajurel, PhD*
Dr. Sanjaya Gajurel requested that the Society should decide whether to have "Blog" or not. Although Dr. Malla said 'yes' this topic was left for discussion.

(vii) *Technical Committee:Chair – Open./Vice Chair: Kanhaiya Kayastha, P.E.,S.E.*
Mr. Kanhaiya Kayastha is working as the Vice Chair of the Committee. Mr. Kayastha updated about the recent earthquake related activities in Nepal. He is said that upcoming Position paper on Earthquake Disaster Preparedness will be around 50-60 pages.

(viii) *Membership Review committee: Officers*
N/A

(ix) *Nepal Liaison Committee: Chair – Sagar Onta, P.E.*
Mr. Sagar Onta provided following updates:
- The committee has recruited Gopal Shah, Bharat Acharya and Ram Chandra Paudel as members in Nepal, and Naresh Koirala from Canada as advisor.
- The committee plans to hold regular meeting in coming months to chart the course.

(x) *Liaison Committee: Chair – Upendra Karna, Dr. Eng., P.E.*
Dr. Karna discussed about the funding opportunities for Earthquake Preparedness programs through other organizations.

(xi) Nomination/Election Committee: Open

Item#13 Checklist for Action Items.

- i) *Establish Scholarships and grants* **Ongoing**
- ii) *International Conference in Nepal in 2011* **Ongoing**
- iii) *Earthquake Preparedness and Disaster Relief Program in Nepal* **Ongoing**

Item#12: Old business

No old business was recorded.

Item#13: New Business

No new business recorded.

Item#14 Next Meeting – The next meeting is scheduled on Saturday, July 9, 2011.

Item#15: Adjournment

The meeting was adjourned at 9:06 PM EST

Respectfully Submitted by:

Jagannath Ghimire, P.E.

General Secretary

American Society of Nepalese Engineers (ASNEngr)

Date: July 8, 2011

Revised: September 22, 2011

Teleconference Meeting of Board of Directors (BOD)
Sunday, May 01, 2011 7:00 PM (EDT)
(Dial in Tel # (308) 344-6400 Participant Access Code:911483#)

Agenda

- 1: Meeting Call to Order: Ramesh Malla, PhD., President
- 2: Self Introduction of Meeting Attendees: All
3. Review and Approval of February 20, 2011 BOD Meeting minutes.
4. Summary Updates on ASNEng activities– Dr. Malla
5. Officers' reports (Vice President: Rajendra Shrestha, Ph.D.; General Secretary: Jagannath Ghimire, P.E., Joint Secretary: Pradeep Khanal, Information Secretary: Pujan Joshi; and Treasurer: Smarika Paudel Sitaula)
6. 2011 ASNEng Conference Preparation/Call for Abstracts, Houston, TX; July 09-10, 2011
7. Japan Earthquake/Tsunami Relief Fund Update
8. ASNEng representation and sessions in upcoming NRN Convention in Nepal, ANA.;Joint ANMA/NASeA, and NRN NCC Conferences in the U.S.
9. Joint ANMF/ASNEng/CAN-USA Initiative on Earthquake Preparedness and Disaster Relief in Nepal updates and activities- R. Malla
10. 2010 Tax File (IRS and State of South Carolina)
- 11: Various Committee Reports & Change/renew leaderships of the committees:
 - (i) Award, Grants & Scholarships Committee –Chair - Ankur Sharma
 - (ii) Membership Recruitment & Outreach Committee:– Bishnu Phuyal, Ph.D.
 - (iii) Programs Committee: Chair – Open
 - (iv) Newsletter/Publication Committee: Chair – Prakash Shrestha, P.E.
 - (v) Bylaws Amendment & Membership Standard Committee: Chair – Rajendra Shrestha, Ph.D.
 - (vi) Website/Database Committee: Chair – Sanjaya Gajurel, PhD
 - (vii) Technical Committee:Chair – Open./Vice Chair: Kanhaiya Kayastha, P.E.,S.E.
 - (viii) Membership Review committee: Officers
 - (ix) Nepal Liaison Committee: Chair – Sagar Onta, P.E.
 - (x) Liaison Committee: Chair – Upendra Karna, Dr. Eng., P.E.
 - (xi) Nomination/Election Committee: Open
- 12 Checklist for Action Items.
 - i) Establish Scholarships and grants
 - ii) International Conference in Nepal in 2011
 - iii) Earthquake Preparedness and Disaster Relief Program in Nepal
- 13: Old business
- 14: New Business
- 15 Next Meeting – July 9, 2011 (at the ASNEng Annual Conference Houston, TX)
- 16: Adjournment