

**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, October 9, 2011 9:00 PM (EDT)

Minutes of Teleconference Meeting of Board of Directors (BOD)

Meeting attendees:Rishi Baral, Jagannath Ghimire (General Secretary), Samana Ghimire, Pujan Joshi (Information Secretary), Pradeep Khanal (Joint Secretary), Ramesh B. Malla, (President), Sagar Onta, Bishnu Phuyal, Pranav D. Shah, Manish Shakya, Ankur Sharma, Smarika Paudel Sitaula

Absent by notice: Ambika Adhikari, Sanjay Gajurel, Samana Ghimire, Bimal Karki, Upendra Karna, Shyam KC, Naresh Koirala, Rajendra Shrestha (FL), Rajendra Shrestha (TX)

The Board of Directors (BOD) & Chairs of various Committees of American Society of Nepalese Engineers (ASNEng) held the teleconference meeting on Sunday, October 9, 2011.

Item#1: Meeting Call to Order

Ramesh Malla, Ph.D., President of the Society, called the meeting to order at 9:10 PM (EST).

Item#2: Self Introduction of Meeting Attendees

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

Item#3: Review and Approval of August 7, 2011 BOD Meeting minutes

Mr. Sagar Onta moved the motion to approve the meeting minutes and Mr. Pradeep Khanal seconded it. The attendees approved the August 7, 2011 BOD Meeting Minutes unanimously.

Item#4: President's Report: Summary Updates on ASNEng activities – Dr. Malla

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

- ASNEng presentation at NASEA/ANMA convention
- Executive Committee Meeting in September 17, 2011
- Joint Earthquake Preparedness and Disaster Relief in Nepal (with ANMF and CAN-USA); Currently working on its position paper
- Proposed presentation at NRN Global Conference in Kathmandu, Nepal during October 12-14, 2011
- ASNEng picnics planning in the greater Washington, D.C., Houston (TX), Austin (TX) and Washington D.C.
- ASNEng Awards, Grants and Scholarship Guidelines preparation

Item#5. Other 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): Absent with notice

Report from Jagannath Ghimire (General Secretary)

- All ASNEng files stored in FTP site
- DC Chapter Picnic on (write date ????) was very successful (Approximate 125 people attended)

Report from Pradeep Khanal (Joint Secretary)

- Prepared 20 approval letters for new membership applications
- Will look on pending cases

Report from Pujan Joshi (Information Secretary)

- Updated ByLaws with signatures posted
- Will post BOD Meeting Minutes and Agendas
- Created a Local Chapter page and posed the guidelines
- Continuously updating the website with the agenda, minutes and news from the Joint ASNEngr/ANMF/CAN_USA Initiative on Earthquake Preparedness and Disaster Relief in Nepal.
- Will create email for ASNEngr DC Chapter

Report from Smarika Paudel Sitaula (Treasurer)

- Ms. Smarika Paudel Sitaula informed that she is not being able to access the bank account. She will provide the updates after accessing the bank transactions.

Item#6. Membership Renewal and Attendance at BOD meetings

- Dr. Malla urged all BOD members who have not renewed their membership for 2011 to do so as soon as possible. He also emphasized the importance of attending the BOD meetings.
- Dr. Malla informed that Mr. Naresh Koirala will continue to serve on BOD. He indicated that he expects all BOD members serve till the end of this term and that the Society's next regular election will held summer of 2012 at its Annual Conference..

Item#7. Outreach and Membership Recruitment events

(i). Picnic in Austin-San Antonio, TX area, Sept. 24, 2011 – P.Shrestha, P.E.

P. Shrestha informed via e-mail that the picnic was cancelled.

(ii) Picnic in Greater Houston, TX area, Sept. 24, 2011. – R. Shrestha, Ph.D.

Dr. Rajendra Shrestha informed via e-mail that it went very well.

(iii). Picnic in the Greater Washington D.C. area, Sept (add Date???) 2011 – Y. Budhathoki, P.E./J.Ghimire, P.E./R.Baral, P.E.

Jagannath Ghimire informed that the picnic was very well attended. Picnic consisted of delicious foods, brief formal program to introduce Steering Committee of the Greater Washington D.C. Chapter of ASNEngr, entertainment programs etc.

Item#8. Update on Local Chapters :

Greater Washington D.C. – Y. Budhathoki, P.E. -Absent, Jagannath Ghimire informed that the Chapter is functioning we;;. There has been series of meetings for proposed programs in this area.

New prospective chapters:

Dr. Malla informed that based on the interest shown by he concerned BOD member and others, he is very

optimistic that a few more local Chapter of the Society should emerge in near future, especially from Houston (TX); Phoenix/Tuscon (AZ); Chicago (IL), Los Angeles (CA) and San Francisco (CA)..

- (i) Greater Houston, TX – R. Shrestha, Ph.D.; (ii) Greater Chicago, IL – B. Phuyal, Ph.D./A. Sharma.
(iii) Greater Pheonix, AZ – Dr. A. Adhikari, B. Adhikari, and Pradeep Karna. (iv) Los Angeles, CA;
(v) San Francisco, CA; (vi) Others

Item#9: Formation of 2012 Nomination/Election Committee (chairs and members)
Potential Chair- Dr. Prahlad Pant, the process is ongoing.

Item#10: Establishing Student Member Committee of ASNEng

This item was tabled for discussion at a future BOD meeting.

Item#11: Scholarships: Request for Scholarship funds from Nepalese Students Association at the University of Houston Clearlake, Texas

This topic was discussed in the Executive Committee Meeting. The Executive Committee will decide on it.

Item#12: PDHs through American Society of Nepalese Engineers

Mr. Prakash Shrestha put forward this item at an earlier conversation. Since Mr. Shrestha was absent, this topic was tabled and will be discussed at a future BOD meeting.

Item#13: Volunteer Hours to ASNEng Volunteers/Members/Officers/BoDs

Dr. Rajendra Shrestha has used the volunteer hours he spent serving on the Society to get financial support from his company to ASNEng. Dr. Malla requested all members to use such option if provided by their companies to get financial support to ASNEng.

Item#14: Upcoming Conference Participation: Sessions at the NRN Global Conference, Kathmandu, Nepal, October 12-14, 2011

Dr. Rajendra Shrestha (Vice President), Mr. Kanhaiya Kayastha, P.E., Dr. Ambika Adhikari, Dr. Prahlad Pant, and Mr. Naresh Koiral, P.E. are in Nepal to attend the NRN Global conference. They will represent the Society whenever applicable. Society President, Dr. Malla informed that he has requested them to hold meetings, as much as possible, with Institute of Engineering (IOE), Nepal Academy of Science and Technology (NAST), Kathmandu Municipality, U.S. Embassy and U.S.AID, and other organizations in NeNpal.

Item#15: Planning for 2012 Annual Conference of the Society

Dr. Malla provided following details:

- The next Annual Conference to be held in Washington D.C. area
- As the President of the Society, he will soon send a letter to the Greater Washington D.C. Chapter of ASNEng indicating that their bid to hold the Annual Conference of ASNEng has been approved.
- Following the past year's time frame, the Conference will be held in the summer of 2012
- Jagannath Ghimire to follow up

Item#16: Various Committee Reports & Change/renew leaderships of the committees:

(i) Award, Grants & Scholarships Committee (Chair - Ankur Sharma)

On behalf of Committee Chair Ankur Sharma, Dr. Phuyal and Dr. Malla provided update. The guidelines for Awards, Grants and Scholarship are ready in the final stage and will be submitted to the BOD of the Society for approval very soon. Mr. Ankur Sharma and Dr. Phuyal are working closely with other Committee members to raise the funds for these programs.

(ii) Membership Recruitment & Outreach Committee: (Chair: Bishnu Phuyal, Ph.D.)

Dr. Phuyal informed that he did not have much updates at this time, but he is working to recruit more members to the Society.

(iii) Programs Committee: (Chair- Rishi Baral, P.E.)

Mr. Baral had to leave the meeting early. No updates

(iv) Newsletter/Publication Committee: (Chair – Prakash Shrestha, P.E.)

Mr. Manish Shakya informed that they are working on a new format for the next Newsletter. They will be holding meeting for the third Issue of the Newsletter.

(v) Bylaws Amendment & Membership Standard Committee: Chair – Rajendra Shrestha, Ph.D.

Dr. Shrestha was absent by notice. He traveled to Nepal to attend the NRN Global Conference in Kathmandu..

(vi) Website/Database Committee: (Chair – Sanjaya Gajurel, Ph.D.)

No update. Committee chair, Dr. Gajurel was on travel to Nepal.

(vii) Technical Committee: (Chair – Open./Vice Chair: Kanhaiya Kayastha, P.E.,S.E.)

Dr. Ramesh Malla informed that the Committee is working on Second Draft of Position paper. Mr. Kayastha was absent by notice. He was in Nepal to attend the NRN Global Conference in Kathmandu..

(viii) Membership Review committee: Officers

Dr. Malla provided a brief account on the method used to review and approve new membership applications. All officers (President, Vice President, General Secretary, Joint Secretary, Information Secretary and Treasurer) are involved in reviewing and approving an application. The approval letter sent to a new member contains signature of the President and General Secretary.

(ix) Nepal Liaison Committee: (Chair – Sagar Onta, P.E.)

Mr. Sagar Onta informed that NGO is the preferred option in Nepal. He said that he is continuously in touch with members of the Committee in Nepal.

(x) Liaison Committee: (Chair – Upendra Karna, Dr. Eng., P.E.)

No updates. Dr. Karna was absent.

(xi) Nomination/Election Committee: Open

Dr. Malla asked the BOD members to suggest individuals to work on the Society's Nomination/Election committee. He mentioned that it is important to form the committee by December/January as the next election of the ASNEng BOD members and Officers needs to be held in the summer. More to be discussed at the next BOD Meeting

17. Checklist for Action Items.

- i) Establish Scholarships and grants- **Ongoing***
- ii) Earthquake Preparedness and Disaster Relief Program in Nepal - **Ongoing***
- iii) International Conference in Nepal in October 12-14, 2011- **Ongoing***

18. Old business:

No old business is recorded.

19. New Business

No new business is recorded.

20. Next Meeting – Sunday, December 18, 2011; 9:00 PM

The next BoD Meeting is scheduled on December 18, 2011 at 9:00 pm (EST)

21. Adjournment—The meeting was adjourned at 10:15

Respectfully Submitted by:

Jagannath Ghimire, P.E.

General Secretary

American Society of Nepalese Engineers (ASNEngr)

Date: November 28, 2011

Teleconference Meeting of Board of Directors (BOD)
Sunday, October 9, 2011; 9:00 PM - 10:30 PM (EST)
Dial in Tel# (308) 344-6400
Participant Access Code: 911483#

Agenda

- 1: Meeting Call to Order: Ramesh Malla, Ph.D., President
- 2: Self Introduction of Meeting Attendees: All
- 3: Review and Approval of August 7, 2011 BOD Meeting minutes.
- 4: President's Report: Summary Updates on ASNEng activities – Dr. Malla
- 5: Other 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: Membership Renewal and Attendance at BOD meetings
- 7: Outreach and Membership Recruitment events
 - (i). Picnic in Austin-San Antonio, TX area, Sept. 24, 2011 – P.Shrestha, P.E.
 - (ii) Picnic in Greater Houston, TX area, Sept. 24, 2011. – R. Shrestha, Ph.D.
 - (iii). Picnic in the Greater Washington D.C. area, Sept 2011 – Y. Budhathoki ,P.E./J.Ghimire, P.E./R.Baral, P.E.
- 8: Update on Local Chapters :
 - Greater Washington D.C. – Y. Budhathoki, P.E.
 - New prospective chapters:
 - (i) Greater Houston, TX – R. Shrestha, Ph.D.; (ii) Greater Chicago, IL – B. Phuyal, Ph.D./A. Sharma. (iii) Greater Phoenix, AZ – Dr. A. Adhikari, B. Adhikari, and Pradeep Karna. (iv) Los Angeles, CA; (v) San Francisco, CA; (vi) Others
- 9: Formation of 2012 Nomination/Election Committee (chairs and members)
- 10: Establishing Student Member Committee of ASNEng
- 11: Scholarships: Request for Scholarship from Nepalese Students Association of University of Houston Clearlake, Texas
- 12: PDHs through American Society of Nepalese Engineers
- 13: Volunteer Hours to ASNEng Volunteers/Members/Officers/BoDs
- 14: Upcoming Conference Participation: Sessions at the NRN Global Conference, Kathmandu, Nepal, October 12-14, 2011
- 15: Planning for 2012 Annual Conference --- R. Malla, Ph.D.
- 16: 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 – Rishi Baral , P.E.
 - (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
- 17: Checklist for Action Items.
 - i) Establish Scholarships and grants
 - ii) Earthquake Preparedness and Disaster Relief Program in Nepal
 - iii) International Conference in Nepal in October 12-14, 2011
- 18: Old business:
- 19: New Business
- 20: Next Meeting – Sunday, December 18, 2011; 9:00 PM
- 21: Adjournment