



Board of Directors - Meeting Agenda

August 19, 2021 at 9:00am

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Call to Order	Veydt
Consent Agenda Action Items	Veydt
Minutes – 06.03.2021 Part 1, 06.03.2021 Part 2, and 07.29.2021	
Committee Reports	
Agenda Action Items	
Financial Report (06.30.2021 & 07.31.2021)	Markosky
Reports	
Membership Report	M. Bougher
Governance Manual Update	R. Bougher
Finance Committee Report	Markosky
Safety Stand Down	Doughtery
PAC/National Directors Report	Holloway
Government Affairs Report	Pennoni
President's Report	Veydt
Minutes – 06.10.2021	
Executive Director Report	Sherman
Open Discussion	Veydt
Board Orientation	Veydt
Adjourn	Veydt



CONSENT AGENDA ITEMS

MEETING MINUTES

ACEC/PA Board of Directors Meeting June 3, 2021 at 8:30am – Part 1 Virtual Meeting

Attendees:

Board Members: Troy Holloway (President) Eric Veydt (President-Elect), Roseline Bougher (Vice President), Mike Bougher (Treasurer) Mark Markosky (Secretary), Eric Frary (Immediate Past President/National Director), Joe Riley, Jeff Guzy, Lonnie Young, Paul McNamee, Derek Rogers, Mike Girman, Sandy Basehore, Casey Moore, Ryan Gargan, Rosanna Smithnosky, Damon Rhodes, Bill Gross

ACEC/PA Staff: Leeann Sherman, Executive Director

Government Affairs: Andrew Pennoni, Ed Reese

ACEC/PA Members: Eric Meyer

ACEC National: Michael Cooper, Vice Chair ACEC

This meeting was held virtually via GoToMeeting.

Call to Order

Troy Holloway called the meeting to order at 8:22 am.

Consent Agenda

Holloway asked if there were any requests to move individual items from the Consent Agenda to the full agenda, to allow for discussion. Rose Bougher requested that the Membership Report be moved, and Holloway asked that the meeting minutes from the March 26th meeting also be moved.

Casey Moore moved that the remainder of the Consent Agenda Items be approved as presented in the board packet, a second was offered and the motion carried.

Minutes – March 10, 2021 and March 26, 2021 (moved from Consent Agenda)

Holloway reviewed the Action Items from the March 10th and March 26th meetings to update the Board on progress.

03/26/21-1 - Provide a list of all applicants for Board membership to the Board for informational purposes

This had not been completed since some unsuccessful applicants expressed that they did not want their identities shared with the Board. Holloway suggested that future candidates be informed up front that if they agree to be considered that their names would be shared with the Board. The Nominating Committee will consider this in the next nominating cycle.

MEETING MINUTES

03/26/21-4 - Follow up on Communities software platform option and report back to the ExCom for possible further action

Leeann Sherman discussed this with the ExCom, and the decision was made to move forward with the purchase of the Communities software this year since we currently ahead of budget. It is anticipated that the software will be ready to roll out in September, in time for new Committee leadership to take advantage of its features.

Jeff Guzy made a motion that the March 26th meeting minutes be approved, a second was provided and the motion carried.

Financial Report

Mike Bougher summarized the Financial Reports included in the Board packet. Mark Markosky made a motion to approve the financial reports, a second was provided, and the motion passed.

2021-2022 Budget

M. Bougher reviewed the proposed budget, and specifically mentioned some items he wanted to bring to the Board's attention. He noted that although we are budgeting for a loss in the coming year, we are expecting to end the current year with a surplus that will comfortably cover the expected loss in FY 2020-21.

He also directed the Board's attention to the scope of services that La Torre Communications provides to the organization. La Torre is the firm we have engaged to perform public relations tasks in support of ACEC/PA staff.

Roseline Bougher made a motion to approve the proposed budget, a second was offered and the motion passed.

Investment Policy

M. Bougher reviewed the draft investment policy that was included in the Board packet. Markosky added some commentary on the genesis/intent of some of the provisions in the policy. After a few clarifications in response to Board questions, Moore made a motion to approve the policy with minor revisions discussed at this meeting. A second was offered, and the motion passed.

Membership Report (moved from Consent Agenda)

R. Bougher noted that the membership numbers are still preliminary. As expected, the membership index numbers have fallen due to lower member-firm employee counts. She noted that we also lost some firms and gained some new firms, as shown on her report. Fortunately, our budget had taken into account the possibility of pandemic-related impacts to membership dues, so we are still on budget.

Eric Veydt noted that vigorous attempts were made to re-engage firms that dropped membership, and to recruit new member firms. Sherman added that mergers and acquisitions also have a significant effect on index numbers.

M. Bougher moved to approve the Membership Report as presented, a second was offered, and the motion carried.

MEETING MINUTES

Holloway next welcomed and introduced Michael Cooper, our ACEC National Vice-Chair, who had joined the meeting in progress.

Governance Manual

R. Bougher reported on the progress of the Governance Manual. Her ad-hoc committee recently reviewed a draft with the President Elect, the President, and the Past President ("3P's"), and are now revising based on their comments.

Finance Committee Report

M. Bougher summarized the activities of the Finance Committee since the last Board meeting, most notably their work on the Investment Policy.

National Director's Report

Eric Frary provided the Board with an update on upcoming events, the status of the CEPA and National PAC funds, and Government affairs. He reminded the group the Board the ACEC National has made a townhouse available for use by ACEC members for events when they are in the Capitol for legislative visits and/or functions. He deferred to Michael Cooper for an update from National on the Legislative front. Cooper also encouraged use of the ACEC townhouse to host events for our PA delegation.

Government Affairs Report

Andrew Pennoni reported that due to summer recess and Covid restrictions, not a lot is happening in Harrisburg at the moment. He said that the GA Committee will be working on arranging upcoming Fall GA Breakfasts and hopefully in-person legislative visits.

Holloway asked Sherman to update the group on what is going on with the Governor's Transportation Revenue Options Commission (TROC), of which she is a member representing our industry.

Sherman summarized how the TROC, and its subcommittees are structured, and what they are working on. She provided a very thorough description of how the subcommittees are working together and the collaboration tools they are using. She is assigned to the Tolling subcommittee. She fielded a few questions from the Board regarding some of the options being discussed and their implications.

President's Report

Holloway reported that the IRS recently sent ACEC/PA acknowledgment of receipt of our back taxes. We have been working with our financial/tax consultant, Stambaugh Ness, to rectify past tax compliance issues that have resulted in back payments and may possibly lead to fines being imposed. The letters we received stated that the payments were received, and the IRS would be reviewing our submission and that we should take no further action until we hear from them again.

Executive Director's Report

Sherman updated progress on the events calendar, and she urged Board members to encourage their staff to volunteer to serve on the various ACEC/PA committees.

Markosky motioned to adjourn the meeting, a second was offered, and the motion carried.

MEETING MINUTES

Follow Up Items

Follow Up Item	Description	Responsible	Due	Complete
11/13/20-1	Provide Board with shortlist of promising new member prospects	Sherman	12/31/20	11/13/21
01/28/21-1	Draft Investment Policy for Board review	Markosky	06/03/21	06/03/21
01/28/21-2	Draft Governance document for Board review	R. Bougher	06/03/21	06/03/21
01/28/21-4	Draft Employee Manual for Board review	Sherman	06/03/21	06/03/21
01/28/21-5	GA Committee to develop a strategy for educating Legislators on transportation funding challenges	Pennoni	06/03/21	
03/26/21-1	Provide a list of all applicants for Board membership to the Board for informational purposes	Sherman	04/12/21	Closed – some opposed
03/26/21-2	Treasurer will include a brief summary with future Board meeting Financial Reports	M. Bougher	Starting 06/03/21	
03/26/21-3	Include Finance Committee meeting minutes with the Board package, if FC meeting occurred	Sherman	Starting 06/03/21	
03-26-21-4	Follow up on Communities software platform option and report back to the ExCom for possible further action	Sherman	04/19/21	
03-26-21-5	Share/review La Torre Scope of Services with 3 presidents	Sherman	04/19/21	
04/08/21-1	Share comments on draft funding proposal letter with industry group preparing the proposal	Sherman	04/09/21	

ACEC/PA Board Meeting Minutes June 3, 2021 at 10:30am – Part 2 Virtual Meeting

Attendees:

Board Members: Eric Veydt (President), Roseline Bougher (President-Elect), Mike Bougher (Vice President), Mark Markosky (Treasurer), Michael Girman (Secretary), Troy Holloway (Immediate Past President/National Director), Casey Moore, Ryan Gargan, Lonnie Young, Paul McNamee, Damon Rhodes, Joseph Riley, Rosanna Smithnosky, Sandy Bashore, William Gross, Eric Meyer, James Maloney

ACEC National Michael Cooper, National Liaison

ACEC/PA Staff: Leeann Sherman, Executive Director

Gov't Affairs: Andrew Pennoni

Due to the COVID-19 Pandemic, this meeting was held virtually.

Call to Order

Eric Veydt called the meeting to order at 10:05am

1. Financial Report

Mark Markosky provided an overview of his responsibilities as Treasurer. There was no financial packet provided for this meeting although Markosky did give brief overview of last year's financial condition which ended with an audited estimate of a net profit of \$114,000. Monthly reports produced for Board Members include: Actual vs. Budget, Statement of Financial Position and performances year over year.

Markosky provided information on the Finance Committee. The committee did meet often this past year as they developed an Investment Policy which was presented to the Board.

Veydt noted that the new Finance Committee assignments need to be made.

2. Fall Conference Discussion

Veydt announced the Scholarship Golf Outing is set for September 16, 2021 and that we would be moving the Fall Conference away from our November established dates to September. In the future the conference can be linked to the Golf Outing for convenience of attendees but is not an option this year as schedules and timelines are tight.

A discussion of in-person vs virtual or hybrid ensued with desire to return to in-person being decided. Hybrid was deemed technologically challenging and costly and was dismissed.

Leeann Sherman provided details of location (Harrisburg area) to accommodate agency partners that we would want to participate. Potential dates would be late September/early October. Once details are worked out, actual dates and times would be forwarded to Board members for consideration. A Board dinner would be held night before an all-day meeting.

3. Government Affairs and Chapter Meetings

The Board agreed that due to multiple venues and speakers, we will go back to in-person events beginning in January 2022. The lone in-person event will be the August Board Meeting and September Golf Outing.

4. Governance Manual

R. Bougher explained to the new Board Members that the Governance Manual was being assembled to be a guide for future Boards. It will be part of a larger document that will include best practices and be combined with an Operations Manual that Sherman and ACEC/PA staff are assembling.

The Governance Manual team was Casey Moore, Ryan Gargan and Lonnie Young and the 3Ps. The three Ps have provided comments as has Leeann. R. Bougher would like to have the document completed and circulated at the end of July/early August for discussion at the August Board Meeting.

5. National Director Report

ACEC PAC contributions are behind (25% of committed goal). Board Members should consider the National Sweepstakes as a method of reaching individual donation commitments.

Holloway stated that the National Conference will be held in-person at Marco Island in Florida. He also mentioned that ACEC National is working with members of Congress and the administration to develop an overall infrastructure bill.

Michael Cooper, ACEC National liaison, reported that membership has been stable due to the value proposition offered by ACEC as an organization. ACEC National also shares the goal of in-person meetings moving forward.

6. Government Affairs Committee Report

Andrew Pennoni stated that there was nothing new to add from last meeting's report.

Veydt opened a discussion of Sen. Langerholc press conference stating that ACEC/PA will need to walk fine line between the legislature and administration. Also discussed was TROC now being in sights of Sen. Langerholc due to their focus on certain revenue options.

The Board will need to review the Langerholc document for discussion as we move forward.

Sherman does provide TROC info to ACEC National as an FYI and has provided info on the Langerholc proposal.

Cooper stated that on a national level PPP resolution has been tough issue. All 50 states are engaged on the issue.

7. President's Report

Veydt stated that new Board member orientation will be in August to be coupled with August board meeting. He also reaffirmed that the Board packet that was provided is loaded with info on roles and responsibilities. It was confirmed that Jim Maloney and Eric Meyer, as new board members, will be provided with the nonprofit guidance book to help as a resource their serve on a nonprofit board

Veydt provided thoughts on priorities for the year:

- Advocacy at state and national level
- ACEC/PA identity with the Legislature/Transportation Committees and Administration is strong and need to keep it that way
- PAtHways to leadership program to be rolled out
- Open position on the board
- PPP discussions with PennDOT will be very important
- Troy, Eric and Rose will be initiating the annual review for Leeann as executive director
- Conduct a workshop and do strategic plan (3-year cycle has been set)
- Annual Leadership Meeting is to be determined (will be in person)

8. Executive Director Report

Sherman stated meeting invites for events will be coming out to board members. Please respond to all so headcounts and quorums can be determined. She and Veydt will be working to bring new Board Members up to speed for August Board meeting.

Paperwork that needs to be acknowledged and signed/returned will be sent out shortly. Please return ASAP. Sherman reminded all that COI form must have Employer listed. Pledge to PA form should be signed if structure of firm has changed or positions within ACEC/PA may have changed. Sherman also urged that committee leadership opportunities be discussed by firms and brought forward.

Primary contacts for firms received an Annual Snapshot of engagement by firms and their employees as part of the certification process this year. This is a new and exciting service being provided.

Eric Meyer and Jim Maloney provided brief bios and were welcomed to the Board.

9. Open Forum

Paul McNamee asked a question about Sponsorships vs. Dues. Sherman provided clarification on ACEC/PA process of breaking out taxable amounts of attendee registration vs. sponsorship dollars for reporting purposes.

McNamee asked a question about adding donations to scholarship fund or PAC during registration process. Sherman provided clarification on ACEC/PA's 501 c6 status for scholarship fund and restrictions of combining monies versus if the Scholarship was its own 501 c3. Fundraising discussions are ongoing independent of the above topic.

McNamee asked a question about informal chapter hospitality events as a means to get members together in lieu of the virtual setups that we are looking at through the end of the year. Veydt urged patience and latitude as we get back to "normal" operations. Markosky brought up potential for PAC event as discussed prior to the pandemic. McNamee looking to engage membership in some fashion.

10. Veydt brought forward a motion to Adjourn seconded by R. Bougher and was unanimously carried.

ACEC/PA Special Board Meeting Minutes June 10, 2021 at 8:30am Virtual Meeting

Attendees:

Board Members: Eric Veydt (President), Michael Bougher (Vice President), Michael Girman (Secretary), Troy Holloway (Immediate Past President/National Director), Casey Moore, Paul McNamee, Damon Rhodes, Joseph Riley, Rosanna Smithnosky, Sandy Basehore, William Gross, Eric Meyer, Lonnie Young, Ryan Gargan, Jim Maloney

ACEC/PA Staff: Leeann Sherman, Executive Director

Gov't Affairs: Ed Reese

Due to the COVID-19 Pandemic, this meeting was virtually held via GoToMeeting.

Call to Order

Eric Veydt called the meeting to order at 8:37 AM.

Eric Veydt stated that he and Troy Holloway attended Sen. Langerholc's press conference held last week. We are being asked to provide a position/input on the DRIVE SMART Act.

Leeann Sherman provided an update on the PPP waiver, Garamendi Amendment and Interior Design legislation.

- PPP is moving along on the federal level.
 - Markup in T&I Committee mostly focusing on Water.
 - Goal is for the Jobs Act to incorporate the PPP waiver.
 - ACEC National is working with Rep. Fazio and others.
 - Working with PennDOT concerning how they are handling the PPP
 - PennDOT has requested to keep last year's OH Rates for small/DBE firms to FHWA although they will not allow
- Garamendi (D-CA) Amendment seeks to have State DOT's use inhouse only employees to complete all inspections.
 - ACEC/PA has made PennDOT aware, and they have discussed with AASHTO.
 - AASHTO, ACEC National and most DOTs are opposed.
- Interior Design
 - AIA of PA and ACEC/PA are working together to kill the bill currently proposed as it is in line with our current position on this subject matter.

- PSPE is taking back seat to ACEC/PA and AIA of PA

DRIVE SMART ACT Discussion

1. Study the PA Department of Transportation's (PennDOT) maintenance funding formula (S.R. 53 – Baker)
Motion made by Casey Moore that no position be taken by ACEC/PA,
Seconded by Mike Girman and unanimously confirmed.
2. Create a short-term partnership with the Auditor General and the Treasurer to evaluate cost-saving measures at PennDOT.
Motion made by Paul McNamee that no position be taken by ACEC/PA,
Seconded by Sandy Bashore and unanimously confirmed
3. Provide a roadmap towards testing driverless Highly Automated Vehicles.
Motion made by Holloway that ACEC/PA supports this reform. Seconded by Eric Meyer and unanimously confirmed.
4. Increase fines for traffic safety laws that receive the most violations such as unregistered vehicles.
Motion made by Holloway that no position be taken by ACEC/PA. Seconded by McNamee and unanimously confirmed.
5. Save the PA Turnpike Commission (PTC) \$175 million if they followed the same environmental regulations as PennDOT (co-sponsorship memo – Langerholc).
Motion made by Moore to learn more before taking a position. Seconded by Basehore and laid out for discussion – This is a very technical issue that ACEC/PA would like to know more about and would like to be part of the discussion to bring our member firms' expertise forward.
Unanimously confirmed.
6. Provide a vehicle registration discount to vehicle owners who improved their air quality in the following counties: Blair, Cambria, Lackawanna, Luzerne, Lycoming, Mercer, and Westmoreland.
Motion by Meyer, seconded by Rosanna Smithnosky and laid out for discussion. – No position taken by ACEC/PA and unanimously confirmed.
7. Reform the Public-Private Transportation Partnership (P3) statute and void the PennDOT Pathways Major Bridges P3 Initiative (S.B. 382 – Langerholc).
ACEC/PA already has a stated position on the P3 Statute (No position). No further action will be taken at this time.
8. Require PennDOT to maintain stormwater systems in rural boroughs and towns (S.B. 283 – Hutchinson).
Motion by Holloway to take no position. Seconded by Joe Riley and unanimously confirmed.

9. Reinstatement of the vehicle registration sticker (S.B. 410 – K. Ward).
Motion by Damon Rhodes that no position be taken by ACEC PA. seconded by Holloway and unanimously confirmed.
10. Create the Clean Transportation Infrastructure Act (S.B. 435 – Mensch).
Motion by McNamee that ACEC/PA supports this reform. seconded by Holloway and unanimously confirmed.
11. Enhance Penalties for offenses in active work zones (S.B. 614 – Vogel).
Motion by Smithnosky that ACEC/PA supports the safety enhancement aspects of this reform which was seconded by Bill Gross and unanimously confirmed.
12. Authorize an e-scooter pilot program in Pittsburgh (co-sponsorship memo – Langerholc and Costa).
Motion by McNamee that ACEC/PA takes no position. However, the organization expresses concern for the implementation of safety measures which ACEC/PA will express if needed.
Motion seconded by Moore and unanimously confirmed.
13. Exempt the five (5) newest model year vehicles from emissions testing (co-sponsorship memo – Langerholc).
Motion by Holloway that ACEC/PA takes no position. seconded by Rhodes and unanimously confirmed.
14. Streamline the home delivery of agricultural products (co-sponsorship memo – Langerholc).
Motion by Meyer to take no position. seconded by Basehore and unanimously confirmed.

Proposed Investments:

Motion made by McNamee – ACEC/PA supports the evaluation and implementation of investment strategies that provide long-term funding solutions for the Commonwealth. Our positions on the individual Investments as identified. We note that none of the Investments listed are a long-term Transportation funding strategy. This motion was seconded by Mike Bougher and unanimously confirmed.

1. Authorize PennDOT to bond for the Interstate Transportation Improvement Program under the innovative federal Grant Anticipation Revenue Vehicles (GARVEE) program (\$2 billion).
ACEC/PA supports the use of GARVEE bonds as a project financing mechanism. It should be noted that this is not a long-term Transportation funding solution. No formal position was taken.
2. Create a 5-year pilot program for Electric Vehicles to pay a Mileage Based User Fee (MBUF) (\$0.03 per mile) or opt-out and pay an annual fee of \$400.

ACEC/PA supports the development of a pilot program of a MBUF for electric vehicles. No formal position was taken.

3. Following S.B. 382 – Langerholc, encourage the P3 Board to consider only tolling the I-95 Girard Point Bridge, which is the longest bridge in the State and includes a double-stack roadway (\$600 million).

ACEC/PA does not support the limiting of the scope of tolling to one bridge in the Commonwealth. No formal position was taken.

4. Dedicate a portion of the American Rescue Plan Act (ARPA) to provide immediate relief for the design and construction of PennDOT's highways and bridges.

ACEC/PA supports the use of ARPA funds for immediate financing relief. No formal position was taken.

5. Reduce the transfer from the Motor License Fund to the PA State Police (PSP) while ensuring a reliable, sustainable funding source for the PSP (S.B. 242 – Pittman).

ACEC/PA supports the timeline reduction for transfer of Motor License Funds to the PSP with the goal to remove the PSP funding requirement entirely. No formal position was taken.

6. Provide uniform standards for “peer-to-peer” vehicle rental platforms (S.B. 548 – Stefano).

ACEC/PA supports this Investment consideration. No formal position was taken.

Proposed Multimodal discussion points:

1. Dedicate a portion of ARPA for transit capital improvements to provide immediate relief to the PA Turnpike Commission.

Motion made by Holloway that ACEC/PA support this proposal. seconded by Lonnie Young and unanimously confirmed.

2. Update Title 74 (Transportation) with an agreed-to proposal from rural and small urban transit agencies, Southeastern Pennsylvania Transportation Authority (SEPTA) and the Port Authority of Allegheny County (PAAC) to better manage transit agencies across the Commonwealth.

Motion made by McNamee that ACEC/PA takes no position on this proposal as more information is required to be learned before determining a position. seconded by Moore and unanimously confirmed.

3. Authorize local revenue generating options for SEPTA and PAAC.

Motion made by Jim Maloney that ACEC/PA supports this proposal. Seconded by McNamee.

4. Reallocate funding over five (5) years from the Public Transportation Trust Fund to support intercity passenger rail facility upgrades.

Motion by Holloway that ACEC/PA takes no position on this proposal as more information is required. Seconded by Rhodes and unanimously confirmed.

5. Dedicate more funding from the Multimodal Transportation Fund for active transportation.

Motion made by Moore that ACEC/PA takes no position on this proposal as more information is required. Seconded by Holloway and unanimously confirmed.

6. Establish Airport Land Development Zones (S.B. 562 – Scavello and Langerholc).

Motion made by McNamee that ACEC/PA takes no position on this proposal as more information is required. seconded by Rhodes and unanimously confirmed.

7. Deregulate small airport hangar development (co-sponsorship memo – Langerholc).

Motion made by McNamee that ACEC/PA takes no position on this proposal as more information is required. seconded by Rhodes and unanimously confirmed.

8. Items 5, 6 and 7 were voted all at once – All in Favor.

Veydt adjourned the meeting.

ACEC/PA Special Board Meeting Minutes July 29, 2021 at 10:00am Virtual Meeting

Attendees:

Board Members: Eric Veydt (President), Rose Bougher (President Elect), Michael Bougher (Vice President), Mark Markosky (Treasurer), Michael Girman (Secretary), Troy Holloway (Immediate Past President/National Director), Casey Moore, Paul McNamee, Damon Rhodes, Joseph Riley, Rosanna Smithnosky, Sandy Basehore, Eric Meyer, Jim Maloney

ACEC/PA Staff: Leeann Sherman, Executive Director

Gov't Affairs: Did not participate

Due to the COVID-19 Pandemic, this meeting was virtually held via GoToMeeting

Eric Veydt announced that there is a Board vacancy for the At-Large Director from the Eastern Chapter. In accordance with the bylaws, the President is to appoint someone to fill the vacancy. The pool of available candidates was reviewed by the 3Ps and Mark Kinnee, Urban Engineers, has been nominated to fill the position.

Paul McNamee brought forward a motion to vote on Mark's nomination as At-Large Director for Eastern PA. Casey Moore seconded the motion and unanimously confirmed.

The following updates were also provided:

1. Rose Bougher provided an update on the Governance Manual
 - Working to get to the Board for action at the October 8th Board meeting
 - Draft will be reviewed by staff for consistency shortly
 - Draft document to Board for review by end of August
2. Veydt informed the Board that the Annual Meeting will be held in Charleston, SC.
 - Dates will be May 1- 3, 2022
3. Veydt provided an update on the 2021 Fall Conference.
 - This year's conference will be virtual.
4. R. Bougher provided an update on the 2022 Fall Conference.
 - The plan is to be in person.

- Looking to combine the Scholarship Golf Outing and Fall Conference.
 - Will be held in State College at the Toftrees Resort.
 - Dates will be September 19 (Golf), 20 and 21
5. Veydt stated that Fall Chapter and GAC meetings will stay virtual through end of this year.
6. Leeann Sherman provided an update on the 2021 Audit by RKL
- This is an audit year which requires more internal testing.
 - Finance Committee will meet in September to review the draft 990 Form and financial statements.
 - Board will review and act on the Draft 990 Form at the October 8 Board Meeting.
 - The PAC will not be audited as part of this exercise. Stambaugh Ness would be responsible for any such audit if Board wanted it to be done.
 - Commonwealth Compliance does report on our behalf to Department of State.
7. Veydt stated that a Strategic Planning Meeting will be held in February.
- Sherman is reviewing meeting facilitators.
 - Details of meeting still being worked out but the date options are February 10, 11 or 17, 18.
 - Location will be State College.
 - Look for update at August 19 Board Meeting.
8. Sherman provided an update on PPP
- ACEC/PA is continuing work with PennDOT, FHWA and ACEC National
 - Stambaugh Ness is representing all of ACEC on this topic.
 - We have raised 3 issues with PennDOT through an official letter to the Secretary.
 - We are awaiting a formal response from PennDOT with regards to our letter to them.
 - There is a significant difference of opinion between PennDOT and member firms.
9. Veydt stated that the August 19 Board Meeting will be virtual.
10. Sherman provided an update on several funding initiatives on the Federal and State fronts.
- Sherman is sending out updates as she is gathering current information from Washington, DC.
 - There is a lot of work to be done on the bill as being progressed.
 - ACEC is working hard on the PPP waiver portions of the bill.
 - PA funding is a hot button issue
 - Many issues cloud the discussion.
 - Sunsetting of Act 44
 - Long term funding bill
 - Restructuring of the P3 Board
 - Mastriano bill reducing gas tax and increased electric car registration fees

- TROC held last meeting

11. McNamee asked about a potential virtual meeting with the general membership to bring them up to speed on the many issues going on at the moment.

- Veydt will take the request under consideration.
- Many individual member firms are dealing with PennDOT separately.
- Sherman is mediating between firms and PennDOT staff level.

Veydt brought the meeting to a close.

Committee Board Reports 08.19.2021

Committees with a checkmark have supplied reports. Committees highlighted did not provide a board report.

Business/Finance Committee does not have leadership at this time.

Committee	Chair
<input checked="" type="checkbox"/> Aviation	Brad Homan, Michael Baker International
<input type="checkbox"/> Business/Finance	TBD
<input checked="" type="checkbox"/> Contract Administration	Glenn Stickel, SAI
<input checked="" type="checkbox"/> Diamond Awards	Abigail Facini, Burns Engineering
<input type="checkbox"/> DE&I	Nicki Jacobs, GPI
<input checked="" type="checkbox"/> DRPA/DRJTBC	Catherine ChiaCalabria, McCormick Taylor, Inc.
<input checked="" type="checkbox"/> Energy	Brian Link, Kimley-Horn
<input checked="" type="checkbox"/> Environmental	Colleen Meiswich, A.D. Marble
<input checked="" type="checkbox"/> Legislative Outreach	Andrew Pennoni, Pennoni
<input type="checkbox"/> Marketing	Lynn Resta, JMT
<input checked="" type="checkbox"/> Municipal Services	Clayton VanVerth, Gibson-Thomas
<input checked="" type="checkbox"/> PA Turnpike	Matt Macey, CDR Maguire, Inc.
<input checked="" type="checkbox"/> PennDOT Task Force	Scott Schaeffer, JBC Associates
<input checked="" type="checkbox"/> Construction Services	Derek Rogers, RIG Consulting
<input type="checkbox"/> Diverse Partnerships	Jamie North, DLZ
<input checked="" type="checkbox"/> Innovative Delivery	Nick Burdette, HDR
<input checked="" type="checkbox"/> Multimodal	Scott Schrinier, Gannett Fleming
<input checked="" type="checkbox"/> Quality	Scott Zeevaart, Gannett Fleming, Inc.
<input checked="" type="checkbox"/> Safety	Tony Dougherty, TPD
<input checked="" type="checkbox"/> Scholarship/Golf	Ed Stetz, STV
<input type="checkbox"/> SEPTA	Michael Cuddy, TranSystems, Corporation
<input checked="" type="checkbox"/> Technology	Chris Bauer, McMahon Associates
<input checked="" type="checkbox"/> Water	Jenni Woodworth, A.D. Marble
<input type="checkbox"/> Workforce Development/HR	Thomas Cushman, AECOM

ACEC/PA Aviation Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:
 - a. No meetings to date. Intend to schedule a meeting in September
2. Accomplishments Fiscal Year To Date:

Description: We have connected with the Aviation Council of PA. One of the goals for this coming FY is to collaborate and work together with ACP for the betterment of aviation in PA.
3. Projects Committee is Engaged In Fiscal Year To Date:

Description: No projects initiated to date. The project we will be discussing is how best to coordinate with and support PA airport owners/operators.
4. Committee/Association Challenges For Committee:

Description: Connecting with airport owners across the state. The challenge is how best to do it...what's the best venue, i.e. one on one or a group discussion setting.

Clients Engaged With:
None at this time.
5. Action Items for Future:
 - Brad and Leeann to catch up to discuss meeting schedule, meeting agenda, strategies
 - Brad and Leeann to coordinate with ACP
 - Ongoing coordination and collaboration with ACP
 - Connect with PA airport owners
6. Next Meeting – September, TBD / Meeting will be virtual

ACEC/PA Construction Services Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 2 (1 big meeting spread over 2 different times)

2. Accomplishments Fiscal Year To Date:

Description:

Workforce Development/TA Usage – Formulated an ACEC/PA member task force to analyze the data provided by the Department on previous utilization each inspection classification. Task Force is led by Tom Davis, Urban Engineers, Vice Chair – East of Construction Services Committee

Certifications and Trainings – Began the conversation with the Department of changing the required guide rail training which are extremely time intensive from scheduled 6 days of training to online “just in time” trainings. We feel this method will be more effective in achieving competent inspection and less cumbersome for consultants.

UAS Committee – ACEC/PA has been added to the Department’s UAS Stakeholder Committee.

Procurement – Expressed concern over language in District 11-0 advertisements specifying part time inspection positions. Department is going to reach out to 11-0 to discuss the intent. Also requested that staffing levels be included in the planned project stage so that consultants have more information with which to craft the most responsive submissions.

3. Projects Committee is Engaged In Fiscal Year To Date:

Description:

Reviewing and analyzing data provided by the Department on Inspection Classification utilization with the intent on making recommendations to the Department that could result in better careers for inspectors.

Major goal is to get the guide rail training process changed to online modules per specific guide rail product to result in more effective training and inspection while streamlining the process for consultant inspectors to complete the trainings.

Committee to draft consultant inspector job descriptions aligned with Department internal job descriptions by classification.

4. Committee/Association Challenges For Committee:

Description:

Very low attendance at meetings. Need more involvement from the membership. Major member firms that have large inspection departments did not have any attendees. Feedback from members has been that it is too hard to attend a virtual

MEETING MINUTES

meeting for the committee because of the requirement of signing up for the committee to get the communication of the meetings.

5. Clients Engaged With:
PennDOT
6. Action Items for Future:
 - Formally request change to guide rail training format
 - Create consultant job description document for inspection classifications
 - Request TA usage breakdown by District to the Department
7. Next Meeting – Not scheduled yet but should be in mid-late September 2021 and virtual

ACEC/PA Contract Administration Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0
2. Accomplishments Fiscal Year To Date:
Description: no action by the committee
3. Projects Committee is Engaged In Fiscal Year To Date:
Description:
 - PPP issues with PennDOT's Overhead Rate
4. Committee/Association Challenges For Committee:
Description:
 - future of Mutual Gains (update, expand, improve)?
 - set up periodic meetings with PennDOT & PTC counterparts (Consultant Agreement section) to discuss contract issues in a smaller setting than the quarterly task force?
5. Clients Engaged With: PennDOT, PA Turnpike, SEPTA, DGS and any other client deemed appropriate.
6. Action Items for Future:
 - Mutual Gains – provide assistance (if this initiative continues)
 - Available to assist with discussions with PennDOT regarding PPP impacts on FAR overhead rate
 - Average hourly rate – continue to monitor. Gather feedback from member firms if/when problems are encountered during PennDOT negotiations.
7. Next Meeting – TBD (probably fall, unless a need arises)

ACEC/PA Diversity, Equity and Inclusion Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:
 - Two (2) Full Committee Meetings (9/23/20 and 1/22/21)
 - Two (2) Committee Leadership Meetings (8/26/20 and 1/19/21)
2. Accomplishments Fiscal Year To Date:
 - Established New Committee Mission Statement
 - Updated Committee Goals
 - Updated Committee name to add in the word, “Equity”.
 - Coordinated speaker for the 2020 Fall Conference.
 - Established a 4-judge panel and selected the winner of the 2nd DEI Award for the Annual Diamond Award Ceremony
 - Coordinated speaker for the 2021 Spring Conference
 - Conducted a Committee Only Survey to define ways to meet goals
3. Projects Committee is Engaged In Fiscal Year To Date:
 - a. Development manageable milestone for the committee goals
 - b. Development of educational resources and other opportunities to increase awareness of DEI to our member firms. (i.e. webinars, input in the ACEC/PA newsletters, conference sessions, etc.)
4. Committee/Association Challenges For Committee:
 - a. Perception of DEI can be controversial given today’s current social climate.
 - b. Committee member engagement. Promoting more active participation.
5. Clients Engaged With:
 - a. None at this time.
6. Action Items for Future:
 - Develop a potential educational program, communication type, and objective for Board review prior to implementation.
 - Revisit the criteria for the next DEI Award.
 - Initiate at least one educational session
7. Next Meeting – Est. Sept/October 2021

ACEC/PA Diamond Awards Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 2
2. Accomplishments Fiscal Year To Date: 3
 1. Hosted a post-2021 Diamond Awards Committee meeting to discuss event success and plans for 2022 Diamond Awards Gala
 2. Formed Client Letter Task Force to ensure consistency with Client Letter requirement as part of Call for Entries
 3. Release 2022 Call for Entries, Submissions due Friday, October 1
3. Projects Committee is Engaged In Fiscal Year To Date:
Description: Currently the Committee/ACECPA is soliciting for 2022 Call for Entries.
4. Committee/Association Challenges For Committee: N/A
Description: There have not be any challenges brought up to the Chair or Vice Chair for the committee during this fiscal year; however, the Committee is working to determine more opportunity for involvement in preparation for the 2022 Diamond Awards.
5. Clients Engaged With: N/A
6. Action Items for Future:
 - Schedule next Committee meeting once Call for Entries are collected, plan for 2022 Diamond Awards Committee involvement.
7. Next Meeting – Tentative date of October/November 2021

ACEC/PA DRPA-DRJTBC Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:
No committee meetings were held since 03/3/2020.
Planning to hold a committee meeting in mid-September.
2. Accomplishments Fiscal Year To Date:
None since breakfast meeting with Mike Venuto, DRPA on March 15, 2021.
3. Projects Committee is Engaged In Fiscal Year To Date: None
4. Committee/Association Challenges For Committee:
We have not been able to schedule meetings with our ACEC/NJ committee counterparts to discuss/plan mutual activities for our two bi-state agencies.
5. Clients Engaged With: None
6. Action Items for Future:
DRPA
 - Conference call with ACEC/NJ counterparts to gather common concerns/issues of interest.
 - Meet with Mike Venuto & ACEC/PA/NJ committee leadership to discuss COVID-19 impacts to funding/projects, other common concerns, status of eBuilder as their PM tool
 - Input from other ACEC/PA committees
Construction Services committee – feedback from construction staff, involvement of designer during construction, change orders requested by owner
Marketing Committee – check up on any overlapping concerns (Ariba issues have worked themselves out)
DRJTBC
 - Follow up on selected items from 2018 Consultant Survey results shared with DRJTBC
 - Release of 03/27/2019 DRJTBC meeting minutes
 - Conference call with ACEC/NJ counterparts to gather common concerns/issues of interest
 - Meet with DRJTBC & ACEC/PA/NJ committee leadership regarding follow-up to 2018 survey and 3/2019 meeting, and other issues of mutual interest
7. Next Meeting – September 17, 2021

ACEC/PA Energy Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0. Last meeting March 9, 2020
2. Accomplishments Fiscal Year To Date:
Description: Initiated hand-off meetings with Wes Carson. Need to refocus the effort the committee to include renewable energy in additional to fossil fuel infrastructure and recruit more members.
3. Projects Committee is Engaged In Fiscal Year To Date:
Description: None.
4. Committee/Association Challenges For Committee:
Description: Recruitment and refocusing committee goals.
5. Clients Engaged With: None at this time. Likely PADEP moving forward.
6. Action Items for Future:
 - Target specific member firms working in renewable energy
 - Restart the committee and determine individual goals based on state of the industry.
7. Next Meeting – TBD. Fall 2022 (September or October)

ACEC/PA Environmental Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0

2. Accomplishments Fiscal Year To Date:

Description:

- Establishment of Permit Task Force Subcommittee- Meetings: 9/8/20; 9/22/20; 10/6/20; 10/20/20; 3/8/21; 4/13/21; 6/9/21
- Developed Goals/Actions for improving Permit submittals

3. Projects Committee is Engaged In Fiscal Year To Date: See above.

4. Committee/Association Challenges For Committee:

Description: Continuing the Permit Task Force Subcommittee; Collaboration with partners and clients relating to Permit Task Force Subcommittee

5. Clients Engaged With: PennDOT, PTC and any other deemed appropriate

6. Action Items for Future:

- Continue with Permit Task Force Subcommittee
- Meet every 3-4 months with Environmental Committee

7. Next Meeting – End of September 2021

ACEC/PA Innovative Delivery Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: One Committee Meeting on June 30th, 2021
2. Accomplishments Fiscal Year to Date:
 - Held one committee meeting
3. Projects Committee is Engaged In Fiscal Year To Date:
Minimal activity due to PennDOT-driven pause of TQI. Awaiting PennDOT engagement of consultant to more two-step design build manuals forward.
Tracking the following initiatives:
 - TQI Alternative Delivery task force
 - Digital Delivery 2025
 - PennDOT Pathways
4. Committee/Association Challenges for Committee:
 - PennDOT-driven pause of TQI
 - Ensuring engineering consultant interests are included in several significant innovative delivery initiatives currently in development (see #3).
5. Clients Engaged With:
PennDOT: Various Districts and Central Office
Pennsylvania Turnpike Commission – through TQI, when that restarts
6. Action Items for Future:
 - Continue check in with PennDOT about TQI Alternative Delivery. Determine if this is an initiative they really want to move forward with.
 - Maintain open communication with Digital Delivery 2025 leadership to provide input in that development process.
7. Next Meeting – Fall, 2021, assuming activity from PennDOT. Virtually likely.

ACEC/PA Legislative Outreach Group Board Report August 19, 2021

1. No activity for the Legislative Outreach Group since the last board meeting.
Number of Meetings Fiscal Last Year To Date: One (1) meeting was held on March 10, 2021.

2. Accomplishments Last Fiscal Year To Date:

Three (3) GAC meetings.

January Guest Speaker was Representative Matt Bradford

February Guest Speaker was Senator Jake Corman

March Guest Speaker was Wayne Langerholc

3. Projects Committee is Engaged In Fiscal Year To Date:

Due to COVID related restrictions, we have been in a holding pattern. We are monitoring our ability to engage and educate our legislators in person. As restrictions are lifted, we expect to conduct a legislative day to educate our legislators on the issues that are important to our membership.

4. Committee/Association Challenges For Committee:

Educating our legislators regarding the need for long term sustainable infrastructure funding and motivating them to take action.

5. Clients Engaged With: N/A

6. Action Items for Future:

- Legislative fly-in
- CEPA PAC fundraiser

7. Next Meeting – None scheduled at this time.

ACEC/PA Multimodal Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0
2. Accomplishments Fiscal Year To Date: 0
3. Projects Committee is Engaged In Fiscal Year To Date: 0
4. Committee/Association Challenges For Committee:

Description: Committee was essentially dormant in 2020. In May 2021, Scott Schriener volunteered to become the committee chair after a time of vacancy. An email was sent to fellow PennDOT BPT consultants asking them to consider joining the committee with only one response received by Scott.

Committee needs to develop goals and continue relationship with the PennDOT Multimodal Deputy Secretary as well as SEPTA, PAAC, and Amtrak.

Select a Vice Chair – reviewing two resumes at the present time.
5. Clients Engaged With: PennDOT
6. Action Items for Future:
 - Establish committee goals
 - Build a committee with members
 - Schedule recurring meetings with committee members
7. Next Meeting – TBD.

ACEC/PA Municipal Services Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:
The Committee has not met since our last meeting date of 02/04/2021
2. Accomplishments Fiscal Year To Date:
The Committee has not met since our last meeting date of 02/04/2021
3. Projects Committee is Engaged In Fiscal Year To Date:
Description:
Developing a Webpage as a Municipality Resource to include:
 - RFP/RFQ Examples
 - Federal, State and Local Funding List Websites
 - Subdivision and Land Development Review Guide
 - Strategic Links to PennDOT Publications for Processes and Funding
 - Pursuing entities to host virtual presentations and seminars.
 - Permission to develop a Funding Webinar with a Q&A session
4. Committee/Association Challenges For Committee:
Description:
 - Low meeting attendance
 - Limited communication outside of conference calls
5. Clients Engaged With: PSATS; CCAP; PMAA; PSABS; PML
6. Action Items for Future:
 - Committee to Review six examples of submitted RFP/RFQ examples
 - Committee to reach out to water committee regarding any contributing examples
 - Post Funding List to the Public Committee website
 - Post Subdivision and Land Development Guide to website
 - Committee can send strategic links to Leeann to compile and distribute for consideration
7. Next Meeting – To be determined

ACEC/PA PA Turnpike Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: One, on July 27, 2021
2. Accomplishments Fiscal Year To Date:
Description: The committee reconvened for the 2021-2022 Fiscal Year under the new Chair and Vice Chair. The first meeting was held earlier this year to continue past discussions as well as introduce new talking points to benchmark where we go next with the committee. To that end, a survey was sent to the committee for their input as discussed below.
3. Projects Committee is Engaged In Fiscal Year To Date:
Description: A confidential survey was sent out to the PTC Committee membership to gain demographic information as well as new thoughts, ideas, and talking points to discuss with the PTC senior staff. The survey results are being compiled and will be discussed at the next committee meeting.
4. Committee/Association Challenges For Committee:
 - Increased committee involvement
 - How can the committee help the PTC?
 - E & O process and standard of care
 - Changing technology for project delivery
 - Selection process
5. Clients Engaged With: The committee is engaged with the PA Turnpike Commission. We anticipate a meeting with PTC leadership in the October/early November timeframe.
6. Action Items for Future:
 - Disseminate survey results
 - Discuss survey results with committee members
 - Finalize agenda for PTC meeting
 - Hold meeting with PTC leadership
 - Report back to committee members
7. Next Meeting – September 15, 2021

ACEC/PA PennDOT Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:1
2. Accomplishments Fiscal Year To Date:
Description: Attended 1 ACEC/ PennDOT Task Force Meeting
3. Projects Committee is Engaged In Fiscal Year To Date:
Description: None
4. Committee/Association Challenges For Committee:
Description: Continue to have better engagement in Task Force Meetings
5. Clients Engaged With: PennDOT
6. Action Items for Future:
 - Will be determining as we have changed leadership and need to set new goals
7. Next Meeting – 09.14.2021. PennDOT Task Force Meeting

ACEC/PA Quality Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:
 - 1 PennDOT / ACEC/PA Quality Task Force Meeting: 8/11/21.
2. Accomplishments Fiscal Year To Date:
 - N/A
3. Projects Committee is Engaged In Fiscal Year To Date:
 - Working with PennDOT to maintain current content on the PennDOT Quality Website, including updated Did You Know and Lessons Learned.
 - Department provided ADE survey of key issues for possible consideration by the ACEC/PA - PennDOT Quality Task Force at the August 11, 2021 meeting.
4. Committee/Association Challenges For Committee:
 - Determining where PennDOT is with respect to moving forward on Power BI access for the membership to examine Construction Cost Estimating.
 - Getting PennDOT to move forward on the PDF Form version of the AAR Reports. (This is currently scheduled for early 2022 development).
 - Gaining input from the other Committees on quality-related issues
5. Clients Engaged With:
 - PennDOT, PTC, and all clients across all sectors of the industries we touch
6. Action Items for Future:
 - Continue to reach out to other ACEC/PA Committees regarding potential quality issues.
 - Work with PennDOT to refine the results of the ADE survey PennDOT and identify areas for quality improvement or to improve collaboration between Design, Construction and Maintenance.
7. Next Meeting – should be scheduled for September 2021. Key information to present would be from the PennDOT/Quality Task Force meeting that was held August 11, 2021.

ACEC/PA Safety Task Force Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date:

- a. We've had two meetings thus far, July 29th and August 5th

2. Accomplishments Fiscal Year To Date:

Description: We've established the Task Force from scratch and set our first few items of business. The Task Force has worked extensively so far on planning a Safety Stand Down for the industry on September 15, 2021. This effort has been coordinated with other industry associations (including APC) as well as PennDOT and the Pennsylvania Turnpike Commission.

3. Projects Committee is Engaged In Fiscal Year To Date:

Description: We are continuing to plan and promote the Safety Stand Down. The Task Force is also actively planning a session for ACEC/PA's Fall Conference. As we transition from these urgent tasks, we will be developing the mission statement for the Task Force.

We are also assisting the University of Pittsburgh with a safety research project. They are looking for our help in polling the membership for safety incidents that have occurred on projects that they can use to further their research.

4. Committee/Association Challenges For Committee:

Description: Establishing our mission statement and creating the direction for our Task Force to have a positive impact on our industry.

5. Clients Engaged With:

- a. PennDOT
- b. Pennsylvania Turnpike Commission
- c. Others may be identified and targeted for future interaction.

6. Action Items for Future:

- Develop a Safety Tool-Kit or Resource Page for Association members to be housed on the website.
- Continue to Plan sessions for the Fall and Spring Conferences
- Discuss advocacy items pertaining to Industry safety standards and make recommendations to ACEC/PA leadership
- The Safety Stand Down will be an annual event that will require planning each year.

7. Next Meeting – August 19, 2021, 3:30 PM

ACEC/PA Scholarship/Golf Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 1
2. Accomplishments Fiscal Year To Date:
Revised scholarship application process to allow submission of references on-line. It is hoped that this will reduce number of rejected applications due to mailed references not arriving by deadline if at all.
3. Projects Committee is Engaged In Fiscal Year To Date:
Committee members not playing in the 2021 golf outing will provide volunteer support. 2021 Scholarship Application is ready to go and will go active in August with a submission deadline of September 24. Judging will be held virtually in October on a date TBD.
4. Committee/Association Challenges For Committee:
The committee continues to investigate opportunities to promote donations to the scholarship fund, outside of money raised through the golf outing. Considerations include implementing an online app for donations.
5. Clients Engaged With:
Not applicable.
6. Action Items for Future:
 - Continue to Investigate/implement supplemental options for growing scholarship fund, where appropriate
 - Conduct 2021-2022 scholarship competition (August – October 2021).
7. Next Meeting – October (specific date/time TBD), virtual meeting for application judging

ACEC/PA Technology Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year to Date: We have not met as a committee this year.
2. Accomplishments Fiscal Year to Date:
 - The committee has been engaged with PennDOT and industry on developing a specification to provide an electronic ticketing system for aggregate, concrete, and asphalt deliveries to a project to report individual and cumulative loads of material delivered during the construction process.
 - Currently working with PennDOT on addressing comments received on the Batch Mixer Slip Clearance Ticket
3. Projects Committee is Engaged in Fiscal Year to Date:
 - The Committee will be reinstituting meetings with the PennDOT's IT group to discuss technology issues. The first meeting will be in September.
4. Committee/Association Challenges for Committee:
5. Clients Engaged With:
 - a. PennDOT, PA Turnpike and any client deemed appropriate
6. Action Items for Future:
 - Schedule the next Committee Meeting.
7. Next Meeting –TBD

ACEC/PA Water Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0 Meetings
2. Accomplishments Fiscal Year To Date:
Description: Assignment of a vice chair
3. Projects Committee is Engaged In Fiscal Year To Date:
Description: n/a
4. Committee/Association Challenges For Committee:
Description: committee engagement
5. Clients Engaged With: All clients and industry related partners
6. Action Items for Future:
7. Next Meeting – TBD



ACTION ITEMS



June 2021 Financial Reports – Treasurer’s Notes

Items of note:

There are no significant items on this month’s financial reports that I want to specifically highlight for the ACEC/PA Board.

Mark A. Markosky
ACEC/PA Treasurer

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2020-2021 - FY21 P&L

July 2020 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
3000 Dues Income				
3001 Base ACEC/PA Dues	53,000.00	54,000.00	-1,000.00	98.15 %
3002 ACEC/PA Dues	360,009.94	338,500.00	21,509.94	106.35 %
3003 Affiliate Dues	33,072.00	38,825.00	-5,753.00	85.18 %
Total 3000 Dues Income	446,081.94	431,325.00	14,756.94	103.42 %
3009 ACEC BIT Royalty	1,660.00	1,500.00	160.00	110.67 %
3015 Member Directory Income	3,300.00	1,000.00	2,300.00	330.00 %
3016 Newsletter Advertising Income	195.00		195.00	
3300 Meetings				
3301 Central Chapter Meeting	14,945.00	10,900.00	4,045.00	137.11 %
3302 Eastern Chapter Meeting	16,695.00	18,150.00	-1,455.00	91.98 %
3303 Western Chapter Meeting	18,935.00	20,150.00	-1,215.00	93.97 %
3304 Govt Affairs Breakfast	9,065.00	11,700.00	-2,635.00	77.48 %
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	0.00	7,500.00	-7,500.00	0.00 %
3305.2 Annual Meeting Registrations	0.00	24,075.00	-24,075.00	0.00 %
Total 3305 Annual Meeting	0.00	31,575.00	-31,575.00	0.00 %
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	34,393.00	13,050.00	21,343.00	263.55 %
3306.2 Spring Conference Registrations	27,435.00	29,000.00	-1,565.00	94.60 %
Total 3306 Spring Conference	61,828.00	42,050.00	19,778.00	147.03 %
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	22,910.00	11,550.00	11,360.00	198.35 %
3307.2 Fall Conference Registrations	14,103.00	28,238.00	-14,135.00	49.94 %
Total 3307 ACEC/PA Fall Conference	37,013.00	39,788.00	-2,775.00	93.03 %
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	12,650.00	16,000.00	-3,350.00	79.06 %
3308.2 Diamond Awards Registrations		34,500.00	-34,500.00	
3308.3 Diamond Awards Project Submission Fee	13,200.00	13,500.00	-300.00	97.78 %
Total 3308 Diamond Awards	25,850.00	64,000.00	-38,150.00	40.39 %
3309 Scholarship Golf Outing		2,500.00	-2,500.00	
3309.1 Golf Outing Sponsorships	0.00		0.00	
3309.2 Golf Outing Registrations	0.00		0.00	
Total 3309 Scholarship Golf Outing	0.00	2,500.00	-2,500.00	0.00 %
3403 Legislative Day	0.00	7,500.00	-7,500.00	0.00 %
Total 3300 Meetings	184,331.00	248,313.00	-63,982.00	74.23 %
3900 Investment Income				
3901 Interest	38.08		38.08	
3901.1 Interest from Money Market Account	12.98	600.00	-587.02	2.16 %
Total 3901 Interest	51.06	600.00	-548.94	8.51 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2020-2021 - FY21 P&L

July 2020 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 3900 Investment Income	51.06	600.00	-548.94	8.51 %
3951 Misc Income	7,100.92	900.00	6,200.92	788.99 %
3952 Tip Income (overpayment)	0.01		0.01	
Total Revenue	\$642,719.93	\$683,638.00	\$ -40,918.07	94.01 %
GROSS PROFIT	\$642,719.93	\$683,638.00	\$ -40,918.07	94.01 %
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	253,958.77	257,300.00	-3,341.23	98.70 %
4001.1 Salaries - Vacation	7,723.28		7,723.28	
Total 4001 Salaries	261,682.05	257,300.00	4,382.05	101.70 %
4002 Payroll Taxes	16,773.89	19,250.00	-2,476.11	87.14 %
4002.1 Payroll Tax Credits	-37,059.59		-37,059.59	
Total 4002 Payroll Taxes	-20,285.70	19,250.00	-39,535.70	-105.38 %
4003 Employee Benefits	19,315.41	16,800.00	2,515.41	114.97 %
4004 Retirement	9,245.96	10,680.00	-1,434.04	86.57 %
4005 Payroll Fees	1,063.21	720.00	343.21	147.67 %
Total 4000 Payroll Expenditures	271,020.93	304,750.00	-33,729.07	88.93 %
4015 Member Directory Expenses	1,131.67	500.00	631.67	226.33 %
4300 Meetings Expense				
4302 Central Chapter Mtg Expense				
4302.2 Central Chapter Mtg Travel		12.00	-12.00	
4302.3 Central Chapter Mtg F&B		5,100.00	-5,100.00	
4302.4 Central Chapter Mtg AV/Rm Rental		1,990.00	-1,990.00	
Total 4302 Central Chapter Mtg Expense		7,102.00	-7,102.00	
4303 Eastern Chapter Mtg Expense				
4303.2 Eastern Chapter Mtg Travel		100.00	-100.00	
4303.3 Eastern Chapter Mtg F&B	0.00	9,800.00	-9,800.00	0.00 %
4303.4 Eastern Chapter Mtg AV/Rm Rental		1,000.00	-1,000.00	
Total 4303 Eastern Chapter Mtg Expense	0.00	10,900.00	-10,900.00	0.00 %
4304 Western Chapter Mtg Expense				
4304.2 Western Chapter Mtg Travel		320.00	-320.00	
4304.3 Western Chapter Mtg F&B		6,920.00	-6,920.00	
Total 4304 Western Chapter Mtg Expense		7,240.00	-7,240.00	
4305 Govt Affairs Bfast Expense				
4305.2 Govt Affairs Bfast Travel		10.50	-10.50	
4305.3 Govt Affairs Bfast F&B		3,800.00	-3,800.00	
4305.4 Govt Affairs Bfast AV/Rm Rental		1,990.00	-1,990.00	
Total 4305 Govt Affairs Bfast Expense		5,800.50	-5,800.50	
4306 Diamond Awards Expense				
4306.1 Awards Expense	2,189.16	2,000.00	189.16	109.46 %
4306.2 Diamond Awards Travel		280.00	-280.00	

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2020-2021 - FY21 P&L

July 2020 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
4306.3 Diamond Awards F&B	0.00	32,295.00	-32,295.00	0.00 %
4306.4 Diamond Awards AV/Rm Rental	22,136.24	10,950.00	11,186.24	202.16 %
4306.5 Diamond Awards Supplies/Misc.	98.00	8,300.00	-8,202.00	1.18 %
Total 4306 Diamond Awards Expense	24,423.40	53,825.00	-29,401.60	45.38 %
4307 Annual Meeting Expense				
4307.2 Annual Meeting Travel		2,800.00	-2,800.00	
4307.3 Annual Meeting F&B		13,870.00	-13,870.00	
4307.4 Annual Meeting AV/Rm Rental		3,500.00	-3,500.00	
4307.5 Annual Meeting Supplies		625.00	-625.00	
4307.6 Annual Meeting Activities		9,585.00	-9,585.00	
Total 4307 Annual Meeting Expense		30,380.00	-30,380.00	
4308 Spring Conference Expense				
4308.2 Spring Conference Travel		50.00	-50.00	
4308.3 Spring Conference F&B		17,100.00	-17,100.00	
4308.4 Spring Conference AV/Rm Rental	3,385.50	5,850.00	-2,464.50	57.87 %
4308.5 Spring Conference Supplies	255.04	555.00	-299.96	45.95 %
4308.7 Spring Conference Speaker	2,000.00	2,000.00	0.00	100.00 %
Total 4308 Spring Conference Expense	5,640.54	25,555.00	-19,914.46	22.07 %
4309 ACEC/PA Fall Conference Expense				
4309.2 Fall Conference Travel		20.00	-20.00	
4309.3 Fall Conference F&B	230.77	11,970.00	-11,739.23	1.93 %
4309.4 Fall Conference AV/Rm Rental	5,590.65	3,300.00	2,290.65	169.41 %
4309.5 Fall Conference Supplies	6,641.96	250.00	6,391.96	2,656.78 %
Total 4309 ACEC/PA Fall Conference Expense	12,463.38	15,540.00	-3,076.62	80.20 %
4310 Scholarship Golf Outing Expense				
4310.1 Scholarship Gift Given	7,500.00	2,500.00	5,000.00	300.00 %
4310.3 Golf Outing F&B	0.00		0.00	
4310.5 Golf Outing Supplies	13.13		13.13	
Total 4310 Scholarship Golf Outing Expense	7,513.13	2,500.00	5,013.13	300.53 %
4351 Legislative Day Expenses				
4351.1 Legislative Day Printing/Postage		3,210.00	-3,210.00	
4351.2 Legislative Day Travel		30.00	-30.00	
4351.3 Legislative Day F&B		4,050.00	-4,050.00	
4351.5 Legislative Day Supplies		200.00	-200.00	
Total 4351 Legislative Day Expenses		7,490.00	-7,490.00	
Total 4300 Meetings Expense	50,040.45	166,332.50	-116,292.05	30.08 %
4400 Insurance				
4401 Business Insurance	662.00	670.00	-8.00	98.81 %
4402 Workers Comp Insurance	1,182.14	1,500.00	-317.86	78.81 %
4403 Auto Insurance	2,261.86	2,580.00	-318.14	87.67 %
4404 Directors & Officers Liability	1,528.00	1,536.00	-8.00	99.48 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2020-2021 - FY21 P&L

July 2020 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
4405 ERISA Retirement Insurance	67.44	270.00	-202.56	24.98 %
Total 4400 Insurance	5,701.44	6,556.00	-854.56	86.97 %
4500 Office Supplies and Expenses				
4501 Supplies	510.82	4,800.00	-4,289.18	10.64 %
4502 Copier Supplies/Equipment	3,682.01	900.00	2,782.01	409.11 %
4502.1 Interest Paid - Copier Lease	166.73	192.00	-25.27	86.84 %
Total 4502 Copier Supplies/Equipment	3,848.74	1,092.00	2,756.74	352.45 %
4503 Office Expense/Gifts	510.48	600.00	-89.52	85.08 %
Total 4500 Office Supplies and Expenses	4,870.04	6,492.00	-1,621.96	75.02 %
4600 Office/Admin Expense				
4601 Bank Monthly Charges	479.40	480.00	-0.60	99.88 %
4602 CC Transaction Fees	6,764.55	9,000.00	-2,235.45	75.16 %
4603 Internet Services	2,602.64	2,040.00	562.64	127.58 %
4604 Printing		500.00	-500.00	
4605 Postage	129.30	250.00	-120.70	51.72 %
4606 Rent	42,429.27	43,100.00	-670.73	98.44 %
4607 Advertising		125.00	-125.00	
4608 Telephone	7,489.27	8,580.00	-1,090.73	87.29 %
4609 Other Misc Svc Costs	352.56		352.56	
4610 Investment Acct Bank Fees	150.00		150.00	
Total 4600 Office/Admin Expense	60,396.99	64,075.00	-3,678.01	94.26 %
4900 Board Expenses	417.85	4,500.00	-4,082.15	9.29 %
4910 Prof Dev/Meetings	-116.00	1,200.00	-1,316.00	-9.67 %
4920 Lobbying Expenses	9,422.54	8,340.00	1,082.54	112.98 %
4940 Tenant Improvements		1,000.00	-1,000.00	
5000 Committee Expenses	94.80	1,025.00	-930.20	9.25 %
5100 Member-Related (non-travel)	17.13	3,500.00	-3,482.87	0.49 %
5210 Dues/Subscriptions				
5211 Publication Subscriptions	5,925.00	5,700.00	225.00	103.95 %
5212 Prof Memberships	1,870.00	2,195.00	-325.00	85.19 %
5213 Subscriptions	29,875.21	15,825.00	14,050.21	188.78 %
Total 5210 Dues/Subscriptions	37,670.21	23,720.00	13,950.21	158.81 %
5520 Professional Services				
5521 Legal	3,511.00	5,000.00	-1,489.00	70.22 %
5522 Accountant	16,440.00	12,000.00	4,440.00	137.00 %
5523 Computer/IT	10,215.05	9,000.00	1,215.05	113.50 %
5525 Public Relations	61,108.33	62,400.00	-1,291.67	97.93 %
Total 5520 Professional Services	91,274.38	88,400.00	2,874.38	103.25 %
5600 Travel Expenses				
5601 ACEC/NACEC Event Expenses	349.00	7,500.00	-7,151.00	4.65 %
5604 Legislative Travel Expense		2,400.00	-2,400.00	
5605 Staff/Membership Related Travel	12.70	3,250.00	-3,237.30	0.39 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2020-2021 - FY21 P&L

July 2020 - June 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 5600 Travel Expenses	361.70	13,150.00	-12,788.30	2.75 %
5610 Auto Expenses				
5611 Vehicle Maintenance	214.90	360.00	-145.10	59.69 %
5612 Vehicle Lease	6,305.16	6,312.00	-6.84	99.89 %
5613 Vehicle Gas/Tolls/Parking	233.97	1,200.00	-966.03	19.50 %
Total 5610 Auto Expenses	6,754.03	7,872.00	-1,117.97	85.80 %
6010 Depreciation Expense	2,281.68	2,280.00	1.68	100.07 %
66900 Reconciliation Discrepancies	-2.05		-2.05	
9210 Minor A/R Write-Off	0.10		0.10	
Total Expenditures	\$541,337.89	\$703,692.50	\$ -162,354.61	76.93 %
NET OPERATING REVENUE	\$101,382.04	\$ -20,054.50	\$121,436.54	-505.53 %
NET REVENUE	\$101,382.04	\$ -20,054.50	\$121,436.54	-505.53 %

**American Council of Engineering Companies of Pennsylvania
2020-2021 Meeting Profitability Snapshot**

Central Chapter	
To Date Revenue	\$ 14,945.00
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ 14,945.00</i>

Fall Conference	
To Date Revenue	\$ 37,013.00
To Date Expense	\$ 12,463.38
<i>Actual Net</i>	<i>\$ 24,549.62</i>

Eastern Chapter	
To Date Revenue	\$ 16,695.00
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ 16,695.00</i>

Diamond Awards	
To Date Revenue	\$ 25,850.00
To Date Expense	\$ 24,423.40
<i>Actual Net</i>	<i>\$ 1,426.60</i>

Western Chapter	
To Date Revenue	\$ 18,935.00
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ 18,935.00</i>

Legislative Day	
To Date Revenue	\$ -
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ -</i>

Government Affairs Breakfast	
To Date Revenue	\$ 9,065.00
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ 9,065.00</i>

Spring Conference	
To Date Revenue	\$ 61,828.00
To Date Expense	\$ 5,640.54
<i>Actual Net</i>	<i>\$ 56,187.46</i>

Annual Leadership Meeting	
To Date Revenue	\$ -
To Date Expense	\$ -
<i>Actual Net</i>	<i>\$ -</i>

Net Total: \$ 141,803.68

6/30/2021 ac

American Council of Engineering Companies of Penns

Statement of Financial Position

As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
4135 Scholarship Account	19,457.35
5407 Wells Fargo Checking	223,660.81
9758 Wells Fargo Money Market	129,800.94
Total Bank Accounts	\$372,919.10
Accounts Receivable	
1200 *Accounts Receivable	3,675.00
1201 Allowance for Bad Debts	0.00
Total Accounts Receivable	\$3,675.00
Other Current Assets	
1010C1 Unrealized G (L) ML Reserved	0.00
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	0.00
1010R Investment Acct - cash reclass	0.00
1010SN Investment acct - cash portion	0.00
1210 Prepaid Expenses	8,307.89
1210.1 Prepaid Meetings and Events	9,526.25
1210.2 Prepaid Insurance	3,033.88
Total 1210 Prepaid Expenses	20,868.02
1499 Undeposited Funds	325.00
Total Other Current Assets	\$21,193.02
Total Current Assets	\$397,787.12
Fixed Assets	
1062 Office Equipment	0.00
1062A Original Cost	32,102.06
1062B Accumulated Depreciation	-18,684.15
Total 1062 Office Equipment	13,417.91
1063 Lease Improvements	3,410.00
Total Fixed Assets	\$16,827.91
TOTAL ASSETS	\$414,615.03

American Council of Engineering Companies of Penns

Statement of Financial Position

As of June 30, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2200 *Accounts Payable	105.04
Total Accounts Payable	\$105.04
Other Current Liabilities	
2206 Prepaid Dues	0.00
2206.1 Prepaid Firm Dues	0.00
2206.2 Prepaid Index Dues	0.00
2206.3 Prepaid ACEC Dues	0.00
2206.4 Prepaid Affiliate Dues	0.00
Total 2206 Prepaid Dues	0.00
2209 PAC Clearing Account	0.00
2211 Deferred Income	35,662.50
2502 Capital Lease Obligation	2,705.60
25600 Dues Owed to National	0.00
25610 Dues Owed to National - Current	0.00
25615 Prepaid ACEC Dues-Anniversary Billing	6,995.86
25620 Dues Owed to National - Past Due	18,896.21
Total 25600 Dues Owed to National	25,892.07
25700 Accrued Payroll and Taxes	0.00
25800 ACCRUED VACATION	4,805.57
3315 Scholarship Donations	0.00
PA Department of Revenue Payable	0.00
Total Other Current Liabilities	\$69,065.74
Total Current Liabilities	\$69,170.78
Total Liabilities	\$69,170.78
Equity	
2900 Opening Bal Equity	0.00
2960 Retained Earnings	244,062.21
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00
Net Revenue	101,382.04
Total Equity	\$345,444.25
TOTAL LIABILITIES AND EQUITY	\$414,615.03

American Council of Engineering Companies of Penns

Open Pledges
As of June 30, 2021

DATE	TRANSACTION TYPE	NUM	TERMS	DUE DATE	OPEN BALANCE
Dewberry Engineers, Inc.					
06/22/2021	Pledge	GO6106	Net 15	07/07/2021	600.00
Total for Dewberry Engineers, Inc.					\$600.00
Jacobs Engineering					
06/04/2021	Pledge	GO6000	Net 15	06/19/2021	850.00
Total for Jacobs Engineering					\$850.00
Johnson, Mirmiran & Thompson, Inc.					
06/02/2021	Pledge	GO5997	Net 15	06/17/2021	125.00
06/16/2021	Pledge	GO6053	Net 15	07/01/2021	850.00
Total for Johnson, Mirmiran & Thompson, Inc.					\$975.00
Stantec Consulting Services, Inc.					
06/03/2021	Pledge	GO5999	Net 15	06/18/2021	1,250.00
Total for Stantec Consulting Services, Inc.					\$1,250.00
TOTAL					\$3,675.00

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2020 - June 2021

	TOTAL			
	JUL 2020 - JUN 2021	JUL 2019 - JUN 2020 (PY)	CHANGE	% CHANGE
Revenue				
3000 Dues Income				
3001 Base ACEC/PA Dues	53,000.00	56,000.00	-3,000.00	-5.36 %
3002 ACEC/PA Dues	360,009.94	370,023.79	-10,013.85	-2.71 %
3003 Affiliate Dues	33,072.00	35,298.00	-2,226.00	-6.31 %
Total 3000 Dues Income	446,081.94	461,321.79	-15,239.85	-3.30 %
3009 ACEC BIT Royalty	1,660.00	1,560.00	100.00	6.41 %
3015 Member Directory Income	3,300.00	5,200.00	-1,900.00	-36.54 %
3016 Newsletter Advertising Income	195.00		195.00	
3300 Meetings				
3301 Central Chapter Meeting	14,945.00	15,780.00	-835.00	-5.29 %
3302 Eastern Chapter Meeting	16,695.00	27,990.00	-11,295.00	-40.35 %
3303 Western Chapter Meeting	18,935.00	34,150.08	-15,215.08	-44.55 %
3304 Govt Affairs Breakfast	9,065.00	20,795.95	-11,730.95	-56.41 %
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	0.00	826.50	-826.50	-100.00 %
3305.2 Annual Meeting Registrations	0.00	2,085.00	-2,085.00	-100.00 %
Total 3305 Annual Meeting	0.00	2,911.50	-2,911.50	-100.00 %
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	34,393.00	0.00	34,393.00	
3306.2 Spring Conference Registrations	27,435.00	0.00	27,435.00	
Total 3306 Spring Conference	61,828.00	0.00	61,828.00	
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	22,910.00	15,417.00	7,493.00	48.60 %
3307.2 Fall Conference Registrations	14,103.00	37,652.95	-23,549.95	-62.54 %
Total 3307 ACEC/PA Fall Conference	37,013.00	53,069.95	-16,056.95	-30.26 %
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	12,650.00	16,320.00	-3,670.00	-22.49 %
3308.2 Diamond Awards Registrations		37,450.00	-37,450.00	-100.00 %
3308.3 Diamond Awards Project Submission Fee	13,200.00	14,700.00	-1,500.00	-10.20 %
Total 3308 Diamond Awards	25,850.00	68,470.00	-42,620.00	-62.25 %
3309 Scholarship Golf Outing				
3309.1 Golf Outing Sponsorships	0.00	12,520.00	-12,520.00	-100.00 %
3309.2 Golf Outing Registrations	0.00	13,490.00	-13,490.00	-100.00 %
3309.3 Golf Outing Mulligans/Raffle		4,392.00	-4,392.00	-100.00 %
Total 3309 Scholarship Golf Outing	0.00	30,402.00	-30,402.00	-100.00 %
3403 Legislative Day	0.00	0.00	0.00	
Total 3300 Meetings	184,331.00	253,569.48	-69,238.48	-27.31 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2020 - June 2021

	TOTAL			
	JUL 2020 - JUN 2021	JUL 2019 - JUN 2020 (PY)	CHANGE	% CHANGE
3400 Special Events				
3405 Tri-State Conference		14,000.00	-14,000.00	-100.00 %
Total 3400 Special Events		14,000.00	-14,000.00	-100.00 %
3900 Investment Income				
3901 Interest	38.08	147.15	-109.07	-74.12 %
3901.1 Interest from Money Market Account	12.98	18.52	-5.54	-29.91 %
Total 3901 Interest	51.06	165.67	-114.61	-69.18 %
3902 Dividends		2,680.73	-2,680.73	-100.00 %
Total 3900 Investment Income	51.06	2,846.40	-2,795.34	-98.21 %
3951 Misc Income	7,100.92	807.02	6,293.90	779.89 %
3952 Tip Income (overpayment)	0.01		0.01	
Total Revenue	\$642,719.93	\$739,304.69	\$ -96,584.76	-13.06 %
GROSS PROFIT	\$642,719.93	\$739,304.69	\$ -96,584.76	-13.06 %
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	253,958.77	252,151.25	1,807.52	0.72 %
4001.1 Salaries - Vacation	7,723.28	22,041.54	-14,318.26	-64.96 %
Total 4001 Salaries	261,682.05	274,192.79	-12,510.74	-4.56 %
4002 Payroll Taxes	16,773.89	21,066.17	-4,292.28	-20.38 %
4002.1 Payroll Tax Credits	-37,059.59	-12,783.44	-24,276.15	-189.90 %
Total 4002 Payroll Taxes	-20,285.70	8,282.73	-28,568.43	-344.92 %
4003 Employee Benefits	19,315.41	13,859.30	5,456.11	39.37 %
4004 Retirement	9,245.96	7,188.49	2,057.47	28.62 %
4005 Payroll Fees	1,063.21	785.50	277.71	35.35 %
Total 4000 Payroll Expenditures	271,020.93	304,308.81	-33,287.88	-10.94 %
4015 Member Directory Expenses	1,131.67	2,738.33	-1,606.66	-58.67 %
4300 Meetings Expense				
4302 Central Chapter Mtg Expense				
4302.2 Central Chapter Mtg Travel		17.90	-17.90	-100.00 %
4302.3 Central Chapter Mtg F&B		4,815.72	-4,815.72	-100.00 %
Total 4302 Central Chapter Mtg Expense		4,833.62	-4,833.62	-100.00 %
4303 Eastern Chapter Mtg Expense				
4303.2 Eastern Chapter Mtg Travel		109.90	-109.90	-100.00 %
4303.3 Eastern Chapter Mtg F&B	0.00	10,695.48	-10,695.48	-100.00 %
4303.4 Eastern Chapter Mtg AV/Rm Rental		1,399.20	-1,399.20	-100.00 %
Total 4303 Eastern Chapter Mtg Expense	0.00	12,204.58	-12,204.58	-100.00 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2020 - June 2021

	TOTAL			
	JUL 2020 - JUN 2021	JUL 2019 - JUN 2020 (PY)	CHANGE	% CHANGE
4304 Western Chapter Mtg Expense				
4304.2 Western Chapter Mtg Travel		449.87	-449.87	-100.00 %
4304.3 Western Chapter Mtg F&B		16,434.36	-16,434.36	-100.00 %
Total 4304 Western Chapter Mtg Expense		16,884.23	-16,884.23	-100.00 %
4305 Govt Affairs Bfast Expense				
4305.2 Govt Affairs Bfast Travel		16.53	-16.53	-100.00 %
4305.3 Govt Affairs Bfast F&B		5,792.22	-5,792.22	-100.00 %
Total 4305 Govt Affairs Bfast Expense		5,808.75	-5,808.75	-100.00 %
4306 Diamond Awards Expense				
4306.1 Awards Expense	2,189.16	1,927.85	261.31	13.55 %
4306.2 Diamond Awards Travel		240.43	-240.43	-100.00 %
4306.3 Diamond Awards F&B	0.00	31,113.74	-31,113.74	-100.00 %
4306.4 Diamond Awards AV/Rm Rental	22,136.24	10,931.65	11,204.59	102.50 %
4306.5 Diamond Awards Supplies/Misc.	98.00	6,030.03	-5,932.03	-98.37 %
Total 4306 Diamond Awards Expense	24,423.40	50,243.70	-25,820.30	-51.39 %
4307 Annual Meeting Expense				
4307.2 Annual Meeting Travel		667.38	-667.38	-100.00 %
4307.3 Annual Meeting F&B		0.00	0.00	
Total 4307 Annual Meeting Expense		667.38	-667.38	-100.00 %
4308 Spring Conference Expense				
4308.4 Spring Conference AV/Rm Rental	3,385.50		3,385.50	
4308.5 Spring Conference Supplies	255.04		255.04	
4308.7 Spring Conference Speaker	2,000.00		2,000.00	
Total 4308 Spring Conference Expense	5,640.54		5,640.54	
4309 ACEC/PA Fall Conference Expense				
4309.2 Fall Conference Travel		31.39	-31.39	-100.00 %
4309.3 Fall Conference F&B	230.77	13,643.24	-13,412.47	-98.31 %
4309.4 Fall Conference AV/Rm Rental	5,590.65	3,460.90	2,129.75	61.54 %
4309.5 Fall Conference Supplies	6,641.96	165.92	6,476.04	3,903.11 %
Total 4309 ACEC/PA Fall Conference Expense	12,463.38	17,301.45	-4,838.07	-27.96 %
4310 Scholarship Golf Outing Expense				
4310.1 Scholarship Gift Given	7,500.00	12,000.00	-4,500.00	-37.50 %
4310.2 Golf Outing Travel		82.01	-82.01	-100.00 %
4310.3 Golf Outing F&B	0.00	4,675.30	-4,675.30	-100.00 %
4310.4 Golf Outing Green/Cart Fees		4,480.00	-4,480.00	-100.00 %
4310.5 Golf Outing Supplies	13.13	2,471.93	-2,458.80	-99.47 %
4310.6 Other Golf Outing Expenses		1,826.00	-1,826.00	-100.00 %
4310.8 Golf Outing Staff Time		3,925.73	-3,925.73	-100.00 %
Total 4310 Scholarship Golf Outing Expense	7,513.13	29,460.97	-21,947.84	-74.50 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2020 - June 2021

		TOTAL			
	JUL 2020 - JUN 2021	JUL 2019 - JUN 2020 (PY)	CHANGE	% CHANGE	
4351 Legislative Day Expenses					
4351.1 Legislative Day Printing/Postage		38.20	-38.20	-100.00 %	
Total 4351 Legislative Day Expenses		38.20	-38.20	-100.00 %	
Total 4300 Meetings Expense	50,040.45	137,442.88	-87,402.43	-63.59 %	
4350 Special Events Expenses					
4353 Tri-State Conference Expense		262.45	-262.45	-100.00 %	
Total 4350 Special Events Expenses		262.45	-262.45	-100.00 %	
4400 Insurance					
4401 Business Insurance	662.00	630.00	32.00	5.08 %	
4402 Workers Comp Insurance	1,182.14	1,487.50	-305.36	-20.53 %	
4403 Auto Insurance	2,261.86	2,539.50	-277.64	-10.93 %	
4404 Directors & Officers Liability	1,528.00	1,528.00	0.00	0.00 %	
4405 ERISA Retirement Insurance	67.44	90.00	-22.56	-25.07 %	
Total 4400 Insurance	5,701.44	6,275.00	-573.56	-9.14 %	
4500 Office Supplies and Expenses					
4501 Supplies	510.82	3,317.79	-2,806.97	-84.60 %	
4502 Copier Supplies/Equipment	3,682.01	706.25	2,975.76	421.35 %	
4502.1 Interest Paid - Copier Lease	166.73	222.87	-56.14	-25.19 %	
Total 4502 Copier Supplies/Equipment	3,848.74	929.12	2,919.62	314.23 %	
4503 Office Expense/Gifts	510.48	1,247.22	-736.74	-59.07 %	
Total 4500 Office Supplies and Expenses	4,870.04	5,494.13	-624.09	-11.36 %	
4600 Office/Admin Expense					
4601 Bank Monthly Charges	479.40	495.40	-16.00	-3.23 %	
4602 CC Transaction Fees	6,764.55	9,207.53	-2,442.98	-26.53 %	
4603 Internet Services	2,602.64	2,211.68	390.96	17.68 %	
4605 Postage	129.30	256.30	-127.00	-49.55 %	
4606 Rent	42,429.27	41,792.43	636.84	1.52 %	
4607 Advertising		185.00	-185.00	-100.00 %	
4608 Telephone	7,489.27	7,584.54	-95.27	-1.26 %	
4609 Other Misc Svc Costs	352.56	375.68	-23.12	-6.15 %	
4610 Investment Acct Bank Fees	150.00	275.00	-125.00	-45.45 %	
Total 4600 Office/Admin Expense	60,396.99	62,383.56	-1,986.57	-3.18 %	
4900 Board Expenses	417.85	2,622.00	-2,204.15	-84.06 %	
4910 Prof Dev/Meetings	-116.00	2,060.12	-2,176.12	-105.63 %	
4920 Lobbying Expenses	9,422.54	4,673.30	4,749.24	101.62 %	
4940 Tenant Improvements		100.00	-100.00	-100.00 %	
5000 Committee Expenses	94.80	893.28	-798.48	-89.39 %	
5100 Member-Related (non-travel)	17.13	3,141.73	-3,124.60	-99.45 %	

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2020 - June 2021

	TOTAL			
	JUL 2020 - JUN 2021	JUL 2019 - JUN 2020 (PY)	CHANGE	% CHANGE
5210 Dues/Subscriptions				
5211 Publication Subscriptions	5,925.00	7,525.00	-1,600.00	-21.26 %
5212 Prof Memberships	1,870.00	2,145.00	-275.00	-12.82 %
5213 Subscriptions	29,875.21	10,229.12	19,646.09	192.06 %
Total 5210 Dues/Subscriptions	37,670.21	19,899.12	17,771.09	89.31 %
5520 Professional Services				
5521 Legal	3,511.00	3,849.50	-338.50	-8.79 %
5522 Accountant	16,440.00	15,334.05	1,105.95	7.21 %
5523 Computer/IT	10,215.05	8,831.76	1,383.29	15.66 %
5524 Internet Survey		1,876.00	-1,876.00	-100.00 %
5525 Public Relations	61,108.33	60,257.50	850.83	1.41 %
Total 5520 Professional Services	91,274.38	90,148.81	1,125.57	1.25 %
5600 Travel Expenses				
5601 ACEC/NACEC Event Expenses	349.00	5,978.52	-5,629.52	-94.16 %
5604 Legislative Travel Expense		2,907.76	-2,907.76	-100.00 %
5605 Staff/Membership Related Travel	12.70	1,666.11	-1,653.41	-99.24 %
Total 5600 Travel Expenses	361.70	10,552.39	-10,190.69	-96.57 %
5610 Auto Expenses				
5611 Vehicle Maintenance	214.90	218.55	-3.65	-1.67 %
5612 Vehicle Lease	6,305.16	6,305.16	0.00	0.00 %
5613 Vehicle Gas/Tolls/Parking	233.97	1,158.10	-924.13	-79.80 %
Total 5610 Auto Expenses	6,754.03	7,681.81	-927.78	-12.08 %
6010 Depreciation Expense	2,281.68	3,368.68	-1,087.00	-32.27 %
66900 Reconciliation Discrepancies	-2.05		-2.05	
9210 Minor A/R Write-Off	0.10		0.10	
Total Expenditures	\$541,337.89	\$664,046.40	\$ -122,708.51	-18.48 %
NET OPERATING REVENUE	\$101,382.04	\$75,258.29	\$26,123.75	34.71 %
Other Expenditures				
Reconciliation Discrepancies-1		0.00	0.00	
Total Other Expenditures	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	0.00%
NET REVENUE	\$101,382.04	\$75,258.29	\$26,123.75	34.71 %

American Council of Engineering Companies of Penns

Statement of Financial Position Comparison

As of June 30, 2021

	TOTAL			
	AS OF JUN 30, 2021	AS OF JUN 30, 2020 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
4135 Scholarship Account	19,457.35	26,968.30	-7,510.95	-27.85 %
5407 Wells Fargo Checking	223,660.81	147,784.42	75,876.39	51.34 %
9758 Wells Fargo Money Market	129,800.94	129,937.96	-137.02	-0.11 %
Total Bank Accounts	\$372,919.10	\$304,690.68	\$68,228.42	22.39 %
Accounts Receivable				
1200 *Accounts Receivable	3,675.00	0.00	3,675.00	
1201 Allowance for Bad Debts	0.00	0.00	0.00	
Total Accounts Receivable	\$3,675.00	\$0.00	\$3,675.00	0.00%
Other Current Assets				
1010C1 Unrealized G (L) ML Reserved	0.00	796.06	-796.06	-100.00 %
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	0.00	-6,194.42	6,194.42	100.00 %
1010R Investment Acct - cash reclass	0.00	0.00	0.00	
1010SN Investment acct - cash portion	0.00	0.00	0.00	
1210 Prepaid Expenses	8,307.89	0.00	8,307.89	
1210.1 Prepaid Meetings and Events	9,526.25	4,821.25	4,705.00	97.59 %
1210.2 Prepaid Insurance	3,033.88	3,375.50	-341.62	-10.12 %
Total 1210 Prepaid Expenses	20,868.02	8,196.75	12,671.27	154.59 %
1499 Undeposited Funds	325.00	0.00	325.00	
Total Other Current Assets	\$21,193.02	\$2,798.39	\$18,394.63	657.33 %
Total Current Assets	\$397,787.12	\$307,489.07	\$90,298.05	29.37 %
Fixed Assets				
1062 Office Equipment	0.00	0.00	0.00	
1062A Original Cost	32,102.06	32,102.06	0.00	0.00 %
1062B Accumulated Depreciation	-18,684.15	-16,402.47	-2,281.68	-13.91 %
Total 1062 Office Equipment	13,417.91	15,699.59	-2,281.68	-14.53 %
1063 Lease Improvements	3,410.00	3,410.00	0.00	0.00 %
Total Fixed Assets	\$16,827.91	\$19,109.59	\$ -2,281.68	-11.94 %
TOTAL ASSETS	\$414,615.03	\$326,598.66	\$88,016.37	26.95 %

American Council of Engineering Companies of Penns

Statement of Financial Position Comparison

As of June 30, 2021

	TOTAL			
	AS OF JUN 30, 2021	AS OF JUN 30, 2020 (PY)	CHANGE	% CHANGE
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2200 *Accounts Payable	105.04	3,214.54	-3,109.50	-96.73 %
Total Accounts Payable	\$105.04	\$3,214.54	\$ -3,109.50	-96.73 %
Other Current Liabilities				
2206 Prepaid Dues	0.00	0.00	0.00	
2206.1 Prepaid Firm Dues	0.00	0.00	0.00	
2206.2 Prepaid Index Dues	0.00	0.00	0.00	
2206.3 Prepaid ACEC Dues	0.00	0.00	0.00	
2206.4 Prepaid Affiliate Dues	0.00	0.00	0.00	
Total 2206 Prepaid Dues	0.00	0.00	0.00	
2209 PAC Clearing Account	0.00	0.00	0.00	
2211 Deferred Income	35,662.50	15,396.50	20,266.00	131.63 %
2502 Capital Lease Obligation	2,705.60	3,858.87	-1,153.27	-29.89 %
25600 Dues Owed to National	0.00	0.00	0.00	
25610 Dues Owed to National - Current	0.00	74.72	-74.72	-100.00 %
25615 Prepaid ACEC Dues-Anniversary Billing	6,995.86	1,154.20	5,841.66	506.12 %
25620 Dues Owed to National - Past Due	18,896.21	24,892.62	-5,996.41	-24.09 %
Total 25600 Dues Owed to National	25,892.07	26,121.54	-229.47	-0.88 %
25700 Accrued Payroll and Taxes	0.00	6,403.16	-6,403.16	-100.00 %
25800 ACCRUED VACATION	4,805.57	26,542.02	-21,736.45	-81.89 %
3315 Scholarship Donations	0.00	1,000.00	-1,000.00	-100.00 %
PA Department of Revenue Payable	0.00	0.00	0.00	
Total Other Current Liabilities	\$69,065.74	\$79,322.09	\$ -10,256.35	-12.93 %
Total Current Liabilities	\$69,170.78	\$82,536.63	\$ -13,365.85	-16.19 %
Total Liabilities	\$69,170.78	\$82,536.63	\$ -13,365.85	-16.19 %
Equity				
2900 Opening Bal Equity	0.00	0.00	0.00	
2960 Retained Earnings	244,062.21	168,803.92	75,258.29	44.58 %
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00	-0.18	0.18	100.00 %
Net Revenue	101,382.04	75,258.29	26,123.75	34.71 %
Total Equity	\$345,444.25	\$244,062.03	\$101,382.22	41.54 %
TOTAL LIABILITIES AND EQUITY	\$414,615.03	\$326,598.66	\$88,016.37	26.95 %

Consulting Engineers of Pennsylvania PAC

Statement of Activity

January - June, 2021

	TOTAL
Revenue	
4001 Contributions	7,000.00
Total Revenue	\$7,000.00
GROSS PROFIT	\$7,000.00
Expenditures	
6002 CC Fees	123.70
6003 Legal & Professional Services	364.06
Total Expenditures	\$487.76
NET OPERATING REVENUE	\$6,512.24
NET REVENUE	\$6,512.24

Consulting Engineers of Pennsylvania PAC

Statement of Financial Position

As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	32,077.74
Total Bank Accounts	\$32,077.74
Total Current Assets	\$32,077.74
TOTAL ASSETS	\$32,077.74
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Retained Earnings	25,565.50
Net Revenue	6,512.24
Total Equity	\$32,077.74
TOTAL LIABILITIES AND EQUITY	\$32,077.74

PA Consulting Engineers PAC

Statement of Activity

January - June, 2021

	TOTAL
Revenue	
Total Revenue	
GROSS PROFIT	\$0.00
Expenditures	
6000 General & Administrative	
6003 Legal & Professional Services	169.30
Total 6000 General & Administrative	169.30
Total Expenditures	\$169.30
NET OPERATING REVENUE	\$ -169.30
NET REVENUE	\$ -169.30

PA Consulting Engineers PAC

Statement of Financial Position

As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	6,156.80
Total Bank Accounts	\$6,156.80
Other Current Assets	
1200 Bank Clearing Account	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$6,156.80
TOTAL ASSETS	\$6,156.80
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
3000 Retained Earnings	6,326.10
Net Revenue	-169.30
Total Equity	\$6,156.80
TOTAL LIABILITIES AND EQUITY	\$6,156.80



June 2021 Financial Reports – Treasurer’s Notes

Items of note:

There are no significant items on this month’s financial reports that I want to specifically highlight for the ACEC/PA Board.

Mark A. Markosky
ACEC/PA Treasurer

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
3000 Dues Income				
3001 Base ACEC/PA Dues	47,500.00	50,000.00	-2,500.00	95.00 %
3002 ACEC/PA Dues	348,456.10	355,600.00	-7,143.90	97.99 %
3003 Affiliate Dues	30,210.00	30,530.00	-320.00	98.95 %
Total 3000 Dues Income	426,166.10	436,130.00	-9,963.90	97.72 %
3009 ACEC BIT Royalty		0.00	0.00	
3015 Member Directory Income	600.00	0.00	600.00	
3016 Newsletter Advertising Income	130.00		130.00	
3300 Meetings				
3301 Central Chapter Meeting		200.00	-200.00	
3302 Eastern Chapter Meeting		200.00	-200.00	
3303 Western Chapter Meeting		200.00	-200.00	
3304 Govt Affairs Breakfast		200.00	-200.00	
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	2,268.50	3,617.00	-1,348.50	62.72 %
3305.2 Annual Meeting Registrations	3,475.00	2,085.00	1,390.00	166.67 %
Total 3305 Annual Meeting	5,743.50	5,702.00	41.50	100.73 %
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	1,768.50	0.00	1,768.50	
3306.2 Spring Conference Registrations	538.00	0.00	538.00	
Total 3306 Spring Conference	2,306.50	0.00	2,306.50	
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	6,221.50	1,000.00	5,221.50	622.15 %
3307.2 Fall Conference Registrations	495.00	500.00	-5.00	99.00 %
Total 3307 ACEC/PA Fall Conference	6,716.50	1,500.00	5,216.50	447.77 %
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	2,212.00	0.00	2,212.00	
3308.2 Diamond Awards Registrations	405.00	0.00	405.00	
3308.3 Diamond Awards Project Submission Fee		0.00	0.00	
Total 3308 Diamond Awards	2,617.00	0.00	2,617.00	
3309 Scholarship Golf Outing				
3309.1 Golf Outing Sponsorships	11,800.00	500.00	11,300.00	2,360.00 %
3309.2 Golf Outing Registrations	13,500.00	2,000.00	11,500.00	675.00 %
3309.3 Golf Outing Mulligans/Raffle		0.00	0.00	
Total 3309 Scholarship Golf Outing	25,300.00	2,500.00	22,800.00	1,012.00 %
3403 Legislative Day	8,510.50	0.00	8,510.50	
Total 3300 Meetings	51,194.00	10,502.00	40,692.00	487.47 %
3900 Investment Income				
3901 Interest	2.54		2.54	
3901.1 Interest from Money Market Account	1.10	1.10	0.00	100.00 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
3901.2 Interest from Scholarship Account	0.16		0.16	
Total 3901 Interest	3.80	1.10	2.70	345.45 %
Total 3900 Investment Income	3.80	1.10	2.70	345.45 %
3951 Misc Income	31.01	383.09	-352.08	8.09 %
Total Revenue	\$478,124.91	\$447,016.19	\$31,108.72	106.96 %
GROSS PROFIT	\$478,124.91	\$447,016.19	\$31,108.72	106.96 %
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	20,252.26	23,333.00	-3,080.74	86.80 %
4001.1 Salaries - Vacation	335.42	200.00	135.42	167.71 %
Total 4001 Salaries	20,587.68	23,533.00	-2,945.32	87.48 %
4002 Payroll Taxes	1,549.30	2,111.00	-561.70	73.39 %
4002.1 Payroll Tax Credits	-6,332.58		-6,332.58	
Total 4002 Payroll Taxes	-4,783.28	2,111.00	-6,894.28	-226.59 %
4003 Employee Benefits	3,648.00	1,542.00	2,106.00	236.58 %
4004 Retirement	1,577.10	850.00	727.10	185.54 %
4005 Payroll Fees	156.28	58.00	98.28	269.45 %
Total 4000 Payroll Expenditures	21,185.78	28,094.00	-6,908.22	75.41 %
4015 Member Directory Expenses		0.00	0.00	
4300 Meetings Expense				
4302 Central Chapter Mtg Expense				
4302.2 Central Chapter Mtg Travel		0.00	0.00	
4302.3 Central Chapter Mtg F&B		0.00	0.00	
4302.4 Central Chapter Mtg AV/Rm Rental		0.00	0.00	
4302.5 Central Chapter Mtg Supplies		0.00	0.00	
Total 4302 Central Chapter Mtg Expense		0.00	0.00	
4303 Eastern Chapter Mtg Expense				
4303.2 Eastern Chapter Mtg Travel		0.00	0.00	
4303.3 Eastern Chapter Mtg F&B	2,021.25	0.00	2,021.25	
4303.4 Eastern Chapter Mtg AV/Rm Rental		0.00	0.00	
4303.5 Eastern Chapter Mtg Supplies		0.00	0.00	
Total 4303 Eastern Chapter Mtg Expense	2,021.25	0.00	2,021.25	
4304 Western Chapter Mtg Expense				
4304.2 Western Chapter Mtg Travel		0.00	0.00	
4304.3 Western Chapter Mtg F&B		0.00	0.00	
4304.5 Western Chapter Mtg Supplies		0.00	0.00	
Total 4304 Western Chapter Mtg Expense		0.00	0.00	
4305 Govt Affairs Bfast Expense				
4305.2 Govt Affairs Bfast Travel		0.00	0.00	
4305.3 Govt Affairs Bfast F&B		0.00	0.00	
4305.4 Govt Affairs Bfast AV/Rm Rental		0.00	0.00	

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
4305.5 Govt Affairs Bfast Supplies		0.00	0.00	
Total 4305 Govt Affairs Bfast Expense		0.00	0.00	
4306 Diamond Awards Expense				
4306.1 Awards Expense		0.00	0.00	
4306.2 Diamond Awards Travel		0.00	0.00	
4306.3 Diamond Awards F&B	6,000.00	0.00	6,000.00	
4306.4 Diamond Awards AV/Rm Rental		0.00	0.00	
4306.5 Diamond Awards Supplies/Misc.		0.00	0.00	
Total 4306 Diamond Awards Expense	6,000.00	0.00	6,000.00	
4307 Annual Meeting Expense				
4307.2 Annual Meeting Travel		0.00	0.00	
4307.3 Annual Meeting F&B		0.00	0.00	
4307.4 Annual Meeting AV/Rm Rental		0.00	0.00	
4307.5 Annual Meeting Supplies		0.00	0.00	
4307.6 Annual Meeting Activities		0.00	0.00	
4307.7 Annual Meeting Speaker		0.00	0.00	
Total 4307 Annual Meeting Expense		0.00	0.00	
4308 Spring Conference Expense				
4308.2 Spring Conference Travel		0.00	0.00	
4308.3 Spring Conference F&B		0.00	0.00	
4308.4 Spring Conference AV/Rm Rental	611.00	0.00	611.00	
4308.5 Spring Conference Supplies		0.00	0.00	
4308.7 Spring Conference Speaker		0.00	0.00	
Total 4308 Spring Conference Expense	611.00	0.00	611.00	
4309 ACEC/PA Fall Conference Expense				
4309.3 Fall Conference F&B	0.00	0.00	0.00	
4309.4 Fall Conference AV/Rm Rental		0.00	0.00	
4309.5 Fall Conference Supplies		0.00	0.00	
Total 4309 ACEC/PA Fall Conference Expense	0.00	0.00	0.00	
4310 Scholarship Golf Outing Expense				
4310.1 Scholarship Gift Given		0.00	0.00	
4310.2 Golf Outing Travel	25.30	0.00	25.30	
4310.3 Golf Outing F&B	546.88	0.00	546.88	
4310.4 Golf Outing Green/Cart Fees		0.00	0.00	
4310.5 Golf Outing Supplies	191.00	0.00	191.00	
4310.6 Other Golf Outing Expenses	105.00	0.00	105.00	
4310.7 Scholarship Income Tfr		0.00	0.00	
4310.8 Golf Outing Staff Time		0.00	0.00	
Total 4310 Scholarship Golf Outing Expense	868.18	0.00	868.18	
4351 Legislative Day Expenses				
4351.1 Legislative Day Printing/Postage		0.00	0.00	
4351.3 Legislative Day F&B		0.00	0.00	

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 4351 Legislative Day Expenses		0.00	0.00	
Total 4300 Meetings Expense	9,500.43	0.00	9,500.43	
4400 Insurance				
4401 Business Insurance	1,592.47	1,593.00	-0.53	99.97 %
4402 Workers Comp Insurance	247.90	125.00	122.90	198.32 %
4403 Auto Insurance	387.30	195.00	192.30	198.62 %
4404 Directors & Officers Liability	1,549.00	1,550.00	-1.00	99.94 %
4405 ERISA Retirement Insurance	90.00	5.62	84.38	1,601.42 %
Total 4400 Insurance	3,866.67	3,468.62	398.05	111.48 %
4500 Office Supplies and Expenses				
4501 Supplies	39.94	100.00	-60.06	39.94 %
4502 Copier Supplies/Equipment	6.60	30.00	-23.40	22.00 %
4502.1 Interest Paid - Copier Lease	11.27	8.98	2.29	125.50 %
Total 4502 Copier Supplies/Equipment	17.87	38.98	-21.11	45.84 %
4503 Office Expense/Gifts		20.00	-20.00	
Total 4500 Office Supplies and Expenses	57.81	158.98	-101.17	36.36 %
4600 Office/Admin Expense				
4601 Bank Monthly Charges	39.95	40.00	-0.05	99.88 %
4602 CC Transaction Fees	331.99	475.00	-143.01	69.89 %
4603 Internet Services	525.18	260.00	265.18	201.99 %
4604 Printing		20.00	-20.00	
4605 Postage		15.00	-15.00	
4606 Rent	3,488.83	3,483.00	5.83	100.17 %
4607 Advertising		20.00	-20.00	
4608 Telephone	956.19	683.30	272.89	139.94 %
4609 Other Misc Svc Costs		5.00	-5.00	
Total 4600 Office/Admin Expense	5,342.14	5,001.30	340.84	106.82 %
4900 Board Expenses		0.00	0.00	
4910 Prof Dev/Meetings		100.00	-100.00	
4920 Lobbying Expenses	673.67	833.37	-159.70	80.84 %
4940 Tenant Improvements		750.00	-750.00	
5000 Committee Expenses		100.00	-100.00	
5100 Member-Related (non-travel)		100.00	-100.00	
5210 Dues/Subscriptions				
5211 Publication Subscriptions	1,600.00	550.00	1,050.00	290.91 %
5212 Prof Memberships	395.00	0.00	395.00	
5213 Subscriptions	14,304.04	15,500.00	-1,195.96	92.28 %
Total 5210 Dues/Subscriptions	16,299.04	16,050.00	249.04	101.55 %
5520 Professional Services				
5521 Legal		100.00	-100.00	
5522 Accountant	1,000.00	100.00	900.00	1,000.00 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5523 Computer/IT	107.80	900.00	-792.20	11.98 %
5525 Public Relations	5,000.00	5,500.00	-500.00	90.91 %
Total 5520 Professional Services	6,107.80	6,600.00	-492.20	92.54 %
5600 Travel Expenses				
5601 ACEC/NACEC Event Expenses	750.00	750.00	0.00	100.00 %
5604 Legislative Travel Expense		0.00	0.00	
5605 Staff/Membership Related Travel		0.00	0.00	
Total 5600 Travel Expenses	750.00	750.00	0.00	100.00 %
5610 Auto Expenses				
5611 Vehicle Maintenance		0.00	0.00	
5612 Vehicle Lease	525.43	526.00	-0.57	99.89 %
5613 Vehicle Gas/Tolls/Parking	45.80	30.00	15.80	152.67 %
Total 5610 Auto Expenses	571.23	556.00	15.23	102.74 %
6010 Depreciation Expense	190.14	111.41	78.73	170.67 %
Total Expenditures	\$64,544.71	\$62,673.68	\$1,871.03	102.99 %
NET OPERATING REVENUE	\$413,580.20	\$384,342.51	\$29,237.69	107.61 %
Other Expenditures				
Reconciliation Discrepancies-1		0.00	0.00	
Total Other Expenditures	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	0.00%
NET REVENUE	\$413,580.20	\$384,342.51	\$29,237.69	107.61 %

**American Council of Engineering Companies of Pennsylvania
2021-2022 Meeting Profitability Snapshot**

Central Chapter	
To Date Revenue	\$ -
To Date Expense	\$ -
<i>To Date Net</i>	<i>\$ -</i>

Fall Conference	
To Date Revenue	\$ 6,716.50
To Date Expense	\$ 12,463.38
<i>To Date Net</i>	<i>\$ (5,746.88)</i>

Eastern Chapter	
To Date Revenue	\$ -
To Date Expense	\$ 2,021.25
<i>To Date Net</i>	<i>\$ (2,021.25)</i>

Diamond Awards	
To Date Revenue	\$ 2,617.00
To Date Expense	\$ 6,000.00
<i>To Date Net</i>	<i>\$ (3,383.00)</i>

Western Chapter	
To Date Revenue	\$ -
To Date Expense	\$ -
<i>To Date Net</i>	<i>\$ -</i>

Legislative Day	
To Date Revenue	\$ 8,510.50
To Date Expense	\$ -
<i>To Date Net</i>	<i>\$ 8,510.50</i>

Government Affairs Breakfast	
To Date Revenue	\$ -
To Date Expense	\$ -
<i>To Date Net</i>	<i>\$ -</i>

Spring Conference	
To Date Revenue	\$ 2,306.50
To Date Expense	\$ 611.00
<i>To Date Net</i>	<i>\$ 1,695.50</i>

Annual Leadership Meeting	
To Date Revenue	\$ 5,743.50
To Date Expense	\$ -
<i>To Date Net</i>	<i>\$ 5,743.50</i>

Net Total: \$ 4,798.37

7/31/2021 ac

American Council of Engineering Companies of Penns

Statement of Financial Position

As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
4135 Scholarship Account	19,832.51
5407 Wells Fargo Checking	378,201.73
9758 Wells Fargo Money Market	129,802.04
Total Bank Accounts	\$527,836.28
Accounts Receivable	
1200 *Accounts Receivable	334,841.98
1201 Allowance for Bad Debts	0.00
Total Accounts Receivable	\$334,841.98
Other Current Assets	
1010C1 Unrealized G (L) ML Reserved	0.00
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	0.00
1010R Investment Acct - cash reclass	0.00
1010SN Investment acct - cash portion	0.00
1210 Prepaid Expenses	0.00
1210.1 Prepaid Meetings and Events	1,150.00
1210.2 Prepaid Insurance	22.56
Total 1210 Prepaid Expenses	1,172.56
1499 Undeposited Funds	6,018.00
Total Other Current Assets	\$7,190.56
Total Current Assets	\$869,868.82
Fixed Assets	
1062 Office Equipment	0.00
1062A Original Cost	32,102.06
1062B Accumulated Depreciation	-18,874.29
Total 1062 Office Equipment	13,227.77
1063 Lease Improvements	3,410.00
Total Fixed Assets	\$16,637.77
TOTAL ASSETS	\$886,506.59

American Council of Engineering Companies of Penns

Statement of Financial Position

As of July 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2200 *Accounts Payable	31,774.26
Total Accounts Payable	\$31,774.26
Other Current Liabilities	
2206 Prepaid Dues	0.00
2206.1 Prepaid Firm Dues	0.00
2206.2 Prepaid Index Dues	0.00
2206.3 Prepaid ACEC Dues	0.00
2206.4 Prepaid Affiliate Dues	0.00
Total 2206 Prepaid Dues	0.00
2209 PAC Clearing Account	0.00
2211 Deferred Income	-2,411.50
2502 Capital Lease Obligation	2,606.87
25600 Dues Owed to National	0.00
25610 Dues Owed to National - Current	67,974.45
25615 Prepaid ACEC Dues-Anniversary Billing	3,625.86
25620 Dues Owed to National - Past Due	18,396.21
Total 25600 Dues Owed to National	89,996.52
25700 Accrued Payroll and Taxes	0.00
25800 ACCRUED VACATION	5,140.99
3315 Scholarship Donations	375.00
PA Department of Revenue Payable	0.00
Total Other Current Liabilities	\$95,707.88
Total Current Liabilities	\$127,482.14
Total Liabilities	\$127,482.14
Equity	
2900 Opening Bal Equity	0.00
2960 Retained Earnings	345,444.25
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00
Net Revenue	413,580.20
Total Equity	\$759,024.45
TOTAL LIABILITIES AND EQUITY	\$886,506.59

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021 - June 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
3000 Dues Income				
3001 Base ACEC/PA Dues	47,500.00	52,500.00	-5,000.00	90.48 %
3002 ACEC/PA Dues	348,456.10	367,200.00	-18,743.90	94.90 %
3003 Affiliate Dues	30,210.00	33,074.00	-2,864.00	91.34 %
Total 3000 Dues Income	426,166.10	452,774.00	-26,607.90	94.12 %
3009 ACEC BIT Royalty		2,000.00	-2,000.00	
3015 Member Directory Income	600.00	3,600.00	-3,000.00	16.67 %
3016 Newsletter Advertising Income	130.00		130.00	
3300 Meetings				
3301 Central Chapter Meeting		13,000.00	-13,000.00	
3302 Eastern Chapter Meeting		15,000.00	-15,000.00	
3303 Western Chapter Meeting		16,100.00	-16,100.00	
3304 Govt Affairs Breakfast		9,475.00	-9,475.00	
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	2,268.50	9,367.00	-7,098.50	24.22 %
3305.2 Annual Meeting Registrations	3,475.00	23,300.00	-19,825.00	14.91 %
Total 3305 Annual Meeting	5,743.50	32,667.00	-26,923.50	17.58 %
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	1,768.50	18,000.00	-16,231.50	9.83 %
3306.2 Spring Conference Registrations	538.00	30,705.00	-30,167.00	1.75 %
Total 3306 Spring Conference	2,306.50	48,705.00	-46,398.50	4.74 %
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	10,274.50	20,000.00	-9,725.50	51.37 %
3307.2 Fall Conference Registrations	1,883.00	14,000.00	-12,117.00	13.45 %
Total 3307 ACEC/PA Fall Conference	12,157.50	34,000.00	-21,842.50	35.76 %
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	2,212.00	17,000.00	-14,788.00	13.01 %
3308.2 Diamond Awards Registrations	405.00	35,725.00	-35,320.00	1.13 %
3308.3 Diamond Awards Project Submission Fee		13,500.00	-13,500.00	
Total 3308 Diamond Awards	2,617.00	66,225.00	-63,608.00	3.95 %
3309 Scholarship Golf Outing				
3309.1 Golf Outing Sponsorships	13,450.00	12,500.00	950.00	107.60 %
3309.2 Golf Outing Registrations	15,000.00	25,000.00	-10,000.00	60.00 %
3309.3 Golf Outing Mulligans/Raffle		1,500.00	-1,500.00	
Total 3309 Scholarship Golf Outing	28,450.00	39,000.00	-10,550.00	72.95 %
3403 Legislative Day	8,510.50	8,000.00	510.50	106.38 %
Total 3300 Meetings	59,785.00	282,172.00	-222,387.00	21.19 %
3900 Investment Income				
3901 Interest	2.54		2.54	
3901.1 Interest from Money Market Account	1.10	13.20	-12.10	8.33 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021 - June 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
3901.2 Interest from Scholarship Account	0.16		0.16	
Total 3901 Interest	3.80	13.20	-9.40	28.79 %
Total 3900 Investment Income	3.80	13.20	-9.40	28.79 %
3951 Misc Income	31.01	807.02	-776.01	3.84 %
Total Revenue	\$486,715.91	\$741,366.22	\$ -254,650.31	65.65 %
GROSS PROFIT	\$486,715.91	\$741,366.22	\$ -254,650.31	65.65 %
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	20,252.26	279,996.00	-259,743.74	7.23 %
4001.1 Salaries - Vacation	335.42	2,400.00	-2,064.58	13.98 %
Total 4001 Salaries	20,587.68	282,396.00	-261,808.32	7.29 %
4002 Payroll Taxes	1,549.30	25,332.00	-23,782.70	6.12 %
4002.1 Payroll Tax Credits	-6,332.58		-6,332.58	
Total 4002 Payroll Taxes	-4,783.28	25,332.00	-30,115.28	-18.88 %
4003 Employee Benefits	3,648.00	18,500.00	-14,852.00	19.72 %
4004 Retirement	1,577.10	10,200.00	-8,622.90	15.46 %
4005 Payroll Fees	234.42	696.00	-461.58	33.68 %
Total 4000 Payroll Expenditures	21,263.92	337,124.00	-315,860.08	6.31 %
4015 Member Directory Expenses		750.00	-750.00	
4300 Meetings Expense				
4302 Central Chapter Mtg Expense				
4302.2 Central Chapter Mtg Travel		15.00	-15.00	
4302.3 Central Chapter Mtg F&B		3,660.00	-3,660.00	
4302.4 Central Chapter Mtg AV/Rm Rental		450.00	-450.00	
4302.5 Central Chapter Mtg Supplies		30.00	-30.00	
Total 4302 Central Chapter Mtg Expense		4,155.00	-4,155.00	
4303 Eastern Chapter Mtg Expense				
4303.2 Eastern Chapter Mtg Travel		240.00	-240.00	
4303.3 Eastern Chapter Mtg F&B	2,021.25	5,706.00	-3,684.75	35.42 %
4303.4 Eastern Chapter Mtg AV/Rm Rental		675.00	-675.00	
4303.5 Eastern Chapter Mtg Supplies		30.00	-30.00	
Total 4303 Eastern Chapter Mtg Expense	2,021.25	6,651.00	-4,629.75	30.39 %
4304 Western Chapter Mtg Expense				
4304.2 Western Chapter Mtg Travel		360.00	-360.00	
4304.3 Western Chapter Mtg F&B		5,100.00	-5,100.00	
4304.5 Western Chapter Mtg Supplies		30.00	-30.00	
Total 4304 Western Chapter Mtg Expense		5,490.00	-5,490.00	
4305 Govt Affairs Bfast Expense				
4305.2 Govt Affairs Bfast Travel		30.00	-30.00	
4305.3 Govt Affairs Bfast F&B		3,000.00	-3,000.00	
4305.4 Govt Affairs Bfast AV/Rm Rental		450.00	-450.00	

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021 - June 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
4305.5 Govt Affairs Bfast Supplies		30.00	-30.00	
Total 4305 Govt Affairs Bfast Expense		3,510.00	-3,510.00	
4306 Diamond Awards Expense				
4306.1 Awards Expense		2,000.00	-2,000.00	
4306.2 Diamond Awards Travel		225.00	-225.00	
4306.3 Diamond Awards F&B	6,000.00	27,000.00	-21,000.00	22.22 %
4306.4 Diamond Awards AV/Rm Rental		12,500.00	-12,500.00	
4306.5 Diamond Awards Supplies/Misc.		7,500.00	-7,500.00	
Total 4306 Diamond Awards Expense	6,000.00	49,225.00	-43,225.00	12.19 %
4307 Annual Meeting Expense				
4307.2 Annual Meeting Travel		4,000.00	-4,000.00	
4307.3 Annual Meeting F&B		8,000.00	-8,000.00	
4307.4 Annual Meeting AV/Rm Rental		3,000.00	-3,000.00	
4307.5 Annual Meeting Supplies		1,500.00	-1,500.00	
4307.6 Annual Meeting Activities		9,000.00	-9,000.00	
4307.7 Annual Meeting Speaker		250.00	-250.00	
Total 4307 Annual Meeting Expense		25,750.00	-25,750.00	
4308 Spring Conference Expense				
4308.2 Spring Conference Travel		100.00	-100.00	
4308.3 Spring Conference F&B		22,000.00	-22,000.00	
4308.4 Spring Conference AV/Rm Rental	611.00	5,850.00	-5,239.00	10.44 %
4308.5 Spring Conference Supplies		500.00	-500.00	
4308.7 Spring Conference Speaker		2,000.00	-2,000.00	
Total 4308 Spring Conference Expense	611.00	30,450.00	-29,839.00	2.01 %
4309 ACEC/PA Fall Conference Expense				
4309.3 Fall Conference F&B	0.00	250.00	-250.00	0.00 %
4309.4 Fall Conference AV/Rm Rental		7,000.00	-7,000.00	
4309.5 Fall Conference Supplies		100.00	-100.00	
Total 4309 ACEC/PA Fall Conference Expense	0.00	7,350.00	-7,350.00	0.00 %
4310 Scholarship Golf Outing Expense				
4310.1 Scholarship Gift Given		5,000.00	-5,000.00	
4310.2 Golf Outing Travel	25.30	30.00	-4.70	84.33 %
4310.3 Golf Outing F&B	546.88	6,600.00	-6,053.12	8.29 %
4310.4 Golf Outing Green/Cart Fees		14,500.00	-14,500.00	
4310.5 Golf Outing Supplies	191.00	2,500.00	-2,309.00	7.64 %
4310.6 Other Golf Outing Expenses	105.00	1,655.00	-1,550.00	6.34 %
4310.7 Scholarship Income Tfr		4,715.00	-4,715.00	
4310.8 Golf Outing Staff Time		4,000.00	-4,000.00	
Total 4310 Scholarship Golf Outing Expense	868.18	39,000.00	-38,131.82	2.23 %
4351 Legislative Day Expenses				
4351.1 Legislative Day Printing/Postage		3,500.00	-3,500.00	
4351.3 Legislative Day F&B		4,200.00	-4,200.00	

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021 - June 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 4351 Legislative Day Expenses		7,700.00	-7,700.00	
Total 4300 Meetings Expense	9,500.43	179,281.00	-169,780.57	5.30 %
4400 Insurance				
4401 Business Insurance	1,592.47	1,593.00	-0.53	99.97 %
4402 Workers Comp Insurance	247.90	1,500.00	-1,252.10	16.53 %
4403 Auto Insurance	387.30	2,300.00	-1,912.70	16.84 %
4404 Directors & Officers Liability	1,549.00	1,550.00	-1.00	99.94 %
4405 ERISA Retirement Insurance	90.00	67.44	22.56	133.45 %
Total 4400 Insurance	3,866.67	7,010.44	-3,143.77	55.16 %
4500 Office Supplies and Expenses				
4501 Supplies	39.94	1,200.00	-1,160.06	3.33 %
4502 Copier Supplies/Equipment	6.60	6,330.00	-6,323.40	0.10 %
4502.1 Interest Paid - Copier Lease	11.27	107.76	-96.49	10.46 %
Total 4502 Copier Supplies/Equipment	17.87	6,437.76	-6,419.89	0.28 %
4503 Office Expense/Gifts		240.00	-240.00	
Total 4500 Office Supplies and Expenses	57.81	7,877.76	-7,819.95	0.73 %
4600 Office/Admin Expense				
4601 Bank Monthly Charges	79.90	480.00	-400.10	16.65 %
4602 CC Transaction Fees	331.99	5,700.00	-5,368.01	5.82 %
4603 Internet Services	525.18	3,120.00	-2,594.82	16.83 %
4604 Printing		240.00	-240.00	
4605 Postage		180.00	-180.00	
4606 Rent	6,977.66	41,796.00	-34,818.34	16.69 %
4607 Advertising		240.00	-240.00	
4608 Telephone	1,185.85	8,199.60	-7,013.75	14.46 %
4609 Other Misc Svc Costs		60.00	-60.00	
Total 4600 Office/Admin Expense	9,100.58	60,015.60	-50,915.02	15.16 %
4900 Board Expenses		6,200.00	-6,200.00	
4910 Prof Dev/Meetings		1,200.00	-1,200.00	
4920 Lobbying Expenses	1,340.34	10,000.00	-8,659.66	13.40 %
4940 Tenant Improvements		750.00	-750.00	
5000 Committee Expenses		550.00	-550.00	
5100 Member-Related (non-travel)		1,600.00	-1,600.00	
5210 Dues/Subscriptions				
5211 Publication Subscriptions	3,200.00	9,000.00	-5,800.00	35.56 %
5212 Prof Memberships	395.00	2,495.00	-2,100.00	15.83 %
5213 Subscriptions	14,304.04	25,850.00	-11,545.96	55.33 %
Total 5210 Dues/Subscriptions	17,899.04	37,345.00	-19,445.96	47.93 %
5520 Professional Services				
5521 Legal		1,200.00	-1,200.00	
5522 Accountant	1,000.00	23,000.00	-22,000.00	4.35 %

American Council of Engineering Companies of Penns

Budget vs. Actuals: FY 2021-2022 - FY22 P&L

July 2021 - June 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5523 Computer/IT	215.60	10,800.00	-10,584.40	2.00 %
5525 Public Relations	10,000.00	62,000.00	-52,000.00	16.13 %
Total 5520 Professional Services	11,215.60	97,000.00	-85,784.40	11.56 %
5600 Travel Expenses				
5601 ACEC/NACEC Event Expenses	750.00	9,700.00	-8,950.00	7.73 %
5604 Legislative Travel Expense		300.00	-300.00	
5605 Staff/Membership Related Travel		350.00	-350.00	
Total 5600 Travel Expenses	750.00	10,350.00	-9,600.00	7.25 %
5610 Auto Expenses				
5611 Vehicle Maintenance		180.00	-180.00	
5612 Vehicle Lease	525.43	7,284.00	-6,758.57	7.21 %
5613 Vehicle Gas/Tolls/Parking	45.80	820.00	-774.20	5.59 %
Total 5610 Auto Expenses	571.23	8,284.00	-7,712.77	6.90 %
6010 Depreciation Expense	190.14	3,368.68	-3,178.54	5.64 %
Total Expenditures	\$75,755.76	\$768,706.48	\$ -692,950.72	9.85 %
NET OPERATING REVENUE	\$410,960.15	\$ -27,340.26	\$438,300.41	-1,503.13 %
Other Expenditures				
Reconciliation Discrepancies-1		0.00	0.00	
Total Other Expenditures	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	0.00%
NET REVENUE	\$410,960.15	\$ -27,340.26	\$438,300.41	-1,503.13 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2021

	TOTAL			
	JUL 2021	JUL 2020 (PY)	CHANGE	% CHANGE
Revenue				
3000 Dues Income				
3001 Base ACEC/PA Dues	47,500.00	48,000.00	-500.00	-1.04 %
3002 ACEC/PA Dues	348,456.10	346,041.47	2,414.63	0.70 %
3003 Affiliate Dues	30,210.00	30,210.00	0.00	0.00 %
Total 3000 Dues Income	426,166.10	424,251.47	1,914.63	0.45 %
3015 Member Directory Income	600.00		600.00	
3016 Newsletter Advertising Income	130.00		130.00	
3300 Meetings				
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	2,268.50	1,832.75	435.75	23.78 %
3305.2 Annual Meeting Registrations	3,475.00		3,475.00	
Total 3305 Annual Meeting	5,743.50	1,832.75	3,910.75	213.38 %
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	1,768.50	4,618.00	-2,849.50	-61.70 %
3306.2 Spring Conference Registrations	538.00	1,196.00	-658.00	-55.02 %
Total 3306 Spring Conference	2,306.50	5,814.00	-3,507.50	-60.33 %
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	6,221.50	500.00	5,721.50	1,144.30 %
3307.2 Fall Conference Registrations	495.00		495.00	
Total 3307 ACEC/PA Fall Conference	6,716.50	500.00	6,216.50	1,243.30 %
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	2,212.00		2,212.00	
3308.2 Diamond Awards Registrations	405.00		405.00	
Total 3308 Diamond Awards	2,617.00		2,617.00	
3309 Scholarship Golf Outing				
3309.1 Golf Outing Sponsorships	11,800.00		11,800.00	
3309.2 Golf Outing Registrations	13,500.00		13,500.00	
Total 3309 Scholarship Golf Outing	25,300.00		25,300.00	
3403 Legislative Day	8,510.50	6,292.00	2,218.50	35.26 %
Total 3300 Meetings	51,194.00	14,438.75	36,755.25	254.56 %
3900 Investment Income				
3901 Interest	2.54	1.45	1.09	75.17 %
3901.1 Interest from Money Market Account	1.10	1.10	0.00	0.00 %
3901.2 Interest from Scholarship Account	0.16		0.16	
Total 3901 Interest	3.80	2.55	1.25	49.02 %
Total 3900 Investment Income	3.80	2.55	1.25	49.02 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2021

	TOTAL			
	JUL 2021	JUL 2020 (PY)	CHANGE	% CHANGE
3951 Misc Income	31.01	446.87	-415.86	-93.06 %
Total Revenue	\$478,124.91	\$439,139.64	\$38,985.27	8.88 %
GROSS PROFIT	\$478,124.91	\$439,139.64	\$38,985.27	8.88 %
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	20,252.26	14,399.20	5,853.06	40.65 %
4001.1 Salaries - Vacation	335.42		335.42	
Total 4001 Salaries	20,587.68	14,399.20	6,188.48	42.98 %
4002 Payroll Taxes	1,549.30	458.93	1,090.37	237.59 %
4002.1 Payroll Tax Credits	-6,332.58	-2,216.56	-4,116.02	-185.69 %
Total 4002 Payroll Taxes	-4,783.28	-1,757.63	-3,025.65	-172.14 %
4003 Employee Benefits	3,648.00	1,443.96	2,204.04	152.64 %
4004 Retirement	1,577.10	1,469.65	107.45	7.31 %
4005 Payroll Fees	156.28		156.28	
Total 4000 Payroll Expenditures	21,185.78	15,555.18	5,630.60	36.20 %
4300 Meetings Expense				
4303 Eastern Chapter Mtg Expense				
4303.3 Eastern Chapter Mtg F&B	2,021.25	2,021.25	0.00	0.00 %
Total 4303 Eastern Chapter Mtg Expense	2,021.25	2,021.25	0.00	0.00 %
4306 Diamond Awards Expense				
4306.3 Diamond Awards F&B	6,000.00	1,000.00	5,000.00	500.00 %
Total 4306 Diamond Awards Expense	6,000.00	1,000.00	5,000.00	500.00 %
4308 Spring Conference Expense				
4308.4 Spring Conference AV/Rm Rental	611.00		611.00	
Total 4308 Spring Conference Expense	611.00		611.00	
4309 ACEC/PA Fall Conference Expense				
4309.3 Fall Conference F&B	0.00	900.00	-900.00	-100.00 %
Total 4309 ACEC/PA Fall Conference Expense	0.00	900.00	-900.00	-100.00 %
4310 Scholarship Golf Outing Expense				
4310.2 Golf Outing Travel	25.30		25.30	
4310.3 Golf Outing F&B	546.88		546.88	
4310.5 Golf Outing Supplies	191.00		191.00	
4310.6 Other Golf Outing Expenses	105.00		105.00	
Total 4310 Scholarship Golf Outing Expense	868.18		868.18	
Total 4300 Meetings Expense	9,500.43	3,921.25	5,579.18	142.28 %
4400 Insurance				
4401 Business Insurance	1,592.47	662.00	930.47	140.55 %
4402 Workers Comp Insurance	247.90	236.40	11.50	4.86 %
4403 Auto Insurance	387.30	400.30	-13.00	-3.25 %

American Council of Engineering Companies of Penns

Statement of Activity Comparison

July 2021

	TOTAL			
	JUL 2021	JUL 2020 (PY)	CHANGE	% CHANGE
4404 Directors & Officers Liability	1,549.00	1,528.00	21.00	1.37 %
4405 ERISA Retirement Insurance	90.00	180.00	-90.00	-50.00 %
Total 4400 Insurance	3,866.67	3,006.70	859.97	28.60 %
4500 Office Supplies and Expenses				
4501 Supplies	39.94		39.94	
4502 Copier Supplies/Equipment	6.60	12.68	-6.08	-47.95 %
4502.1 Interest Paid - Copier Lease	11.27	16.08	-4.81	-29.91 %
Total 4502 Copier Supplies/Equipment	17.87	28.76	-10.89	-37.87 %
Total 4500 Office Supplies and Expenses	57.81	28.76	29.05	101.01 %
4600 Office/Admin Expense				
4601 Bank Monthly Charges	39.95	39.95	0.00	0.00 %
4602 CC Transaction Fees	331.99	70.17	261.82	373.12 %
4603 Internet Services	525.18		525.18	
4606 Rent	3,488.83	3,540.04	-51.21	-1.45 %
4608 Telephone	956.19	357.55	598.64	167.43 %
Total 4600 Office/Admin Expense	5,342.14	4,007.71	1,334.43	33.30 %
4900 Board Expenses		900.00	-900.00	-100.00 %
4920 Lobbying Expenses	673.67	666.67	7.00	1.05 %
5210 Dues/Subscriptions				
5211 Publication Subscriptions	1,600.00		1,600.00	
5212 Prof Memberships	395.00		395.00	
5213 Subscriptions	14,304.04	7,286.10	7,017.94	96.32 %
Total 5210 Dues/Subscriptions	16,299.04	7,286.10	9,012.94	123.70 %
5520 Professional Services				
5522 Accountant	1,000.00		1,000.00	
5523 Computer/IT	107.80	107.80	0.00	0.00 %
5525 Public Relations	5,000.00	5,000.00	0.00	0.00 %
Total 5520 Professional Services	6,107.80	5,107.80	1,000.00	19.58 %
5600 Travel Expenses				
5601 ACEC/NACEC Event Expenses	750.00		750.00	
Total 5600 Travel Expenses	750.00		750.00	
5610 Auto Expenses				
5612 Vehicle Lease	525.43	525.43	0.00	0.00 %
5613 Vehicle Gas/Tolls/Parking	45.80	40.19	5.61	13.96 %
Total 5610 Auto Expenses	571.23	565.62	5.61	0.99 %
6010 Depreciation Expense	190.14	190.14	0.00	0.00 %
Total Expenditures	\$64,544.71	\$41,235.93	\$23,308.78	56.53 %
NET OPERATING REVENUE	\$413,580.20	\$397,903.71	\$15,676.49	3.94 %
NET REVENUE	\$413,580.20	\$397,903.71	\$15,676.49	3.94 %

American Council of Engineering Companies of Penns

Statement of Financial Position Comparison

As of July 31, 2021

	TOTAL			
	AS OF JUL 31, 2021	AS OF JUL 31, 2020 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
4135 Scholarship Account	19,832.51	26,968.53	-7,136.02	-26.46 %
5407 Wells Fargo Checking	378,201.73	173,618.10	204,583.63	117.84 %
9758 Wells Fargo Money Market	129,802.04	129,939.06	-137.02	-0.11 %
Total Bank Accounts	\$527,836.28	\$330,525.69	\$197,310.59	59.70 %
Accounts Receivable				
1200 *Accounts Receivable	334,841.98	460,916.59	-126,074.61	-27.35 %
1201 Allowance for Bad Debts	0.00	0.00	0.00	
Total Accounts Receivable	\$334,841.98	\$460,916.59	\$ -126,074.61	-27.35 %
Other Current Assets				
1010C1 Unrealized G (L) ML Reserved	0.00	796.06	-796.06	-100.00 %
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	0.00	-6,194.42	6,194.42	100.00 %
1010R Investment Acct - cash reclass	0.00	0.00	0.00	
1010SN Investment acct - cash portion	0.00	0.00	0.00	
1210 Prepaid Expenses	0.00	0.00	0.00	
1210.1 Prepaid Meetings and Events	1,150.00	0.00	1,150.00	
1210.2 Prepaid Insurance	22.56	0.00	22.56	
Total 1210 Prepaid Expenses	1,172.56	0.00	1,172.56	
1499 Undeposited Funds	6,018.00	0.00	6,018.00	
Total Other Current Assets	\$7,190.56	\$ -5,398.36	\$12,588.92	233.20 %
Total Current Assets	\$869,868.82	\$786,043.92	\$83,824.90	10.66 %
Fixed Assets				
1062 Office Equipment	0.00	0.00	0.00	
1062A Original Cost	32,102.06	32,102.06	0.00	0.00 %
1062B Accumulated Depreciation	-18,874.29	-16,592.61	-2,281.68	-13.75 %
Total 1062 Office Equipment	13,227.77	15,509.45	-2,281.68	-14.71 %
1063 Lease Improvements	3,410.00	3,410.00	0.00	0.00 %
Total Fixed Assets	\$16,637.77	\$18,919.45	\$ -2,281.68	-12.06 %
TOTAL ASSETS	\$886,506.59	\$804,963.37	\$81,543.22	10.13 %

American Council of Engineering Companies of Penns

Statement of Financial Position Comparison

As of July 31, 2021

	TOTAL			
	AS OF JUL 31, 2021	AS OF JUL 31, 2020 (PY)	CHANGE	% CHANGE
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2200 *Accounts Payable	31,774.26	7,308.29	24,465.97	334.77 %
Total Accounts Payable	\$31,774.26	\$7,308.29	\$24,465.97	334.77 %
Other Current Liabilities				
2206 Prepaid Dues	0.00	0.00	0.00	
2206.1 Prepaid Firm Dues	0.00	0.00	0.00	
2206.2 Prepaid Index Dues	0.00	0.00	0.00	
2206.3 Prepaid ACEC Dues	0.00	0.00	0.00	
2206.4 Prepaid Affiliate Dues	0.00	0.00	0.00	
Total 2206 Prepaid Dues	0.00	0.00	0.00	
2209 PAC Clearing Account	0.00	0.00	0.00	
2211 Deferred Income	-2,411.50	957.75	-3,369.25	-351.79 %
2502 Capital Lease Obligation	2,606.87	3,764.95	-1,158.08	-30.76 %
25600 Dues Owed to National	0.00	0.00	0.00	
25610 Dues Owed to National - Current	67,974.45	97,877.80	-29,903.35	-30.55 %
25615 Prepaid ACEC Dues-Anniversary Billing	3,625.86	1,154.20	2,471.66	214.14 %
25620 Dues Owed to National - Past Due	18,396.21	24,392.62	-5,996.41	-24.58 %
Total 25600 Dues Owed to National	89,996.52	123,424.62	-33,428.10	-27.08 %
25700 Accrued Payroll and Taxes	0.00	0.00	0.00	
25800 ACCRUED VACATION	5,140.99	26,542.02	-21,401.03	-80.63 %
3315 Scholarship Donations	375.00	1,000.00	-625.00	-62.50 %
PA Department of Revenue Payable	0.00	0.00	0.00	
Total Other Current Liabilities	\$95,707.88	\$155,689.34	\$ -59,981.46	-38.53 %
Total Current Liabilities	\$127,482.14	\$162,997.63	\$ -35,515.49	-21.79 %
Total Liabilities	\$127,482.14	\$162,997.63	\$ -35,515.49	-21.79 %
Equity				
2900 Opening Bal Equity	0.00	0.00	0.00	
2960 Retained Earnings	345,444.25	244,062.21	101,382.04	41.54 %
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00	-0.18	0.18	100.00 %
Net Revenue	413,580.20	397,903.71	15,676.49	3.94 %
Total Equity	\$759,024.45	\$641,965.74	\$117,058.71	18.23 %
TOTAL LIABILITIES AND EQUITY	\$886,506.59	\$804,963.37	\$81,543.22	10.13 %

Consulting Engineers of Pennsylvania PAC

Statement of Activity

January - July, 2021

	TOTAL
Revenue	
4001 Contributions	8,600.00
Total Revenue	\$8,600.00
GROSS PROFIT	\$8,600.00
Expenditures	
6002 CC Fees	123.70
6003 Legal & Professional Services	364.06
6100 Campaign Donations	2,000.00
Total Expenditures	\$2,487.76
NET OPERATING REVENUE	\$6,112.24
NET REVENUE	\$6,112.24

Consulting Engineers of Pennsylvania PAC

Statement of Financial Position

As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	31,677.74
Total Bank Accounts	\$31,677.74
Total Current Assets	\$31,677.74
TOTAL ASSETS	\$31,677.74
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Retained Earnings	25,565.50
Net Revenue	6,112.24
Total Equity	\$31,677.74
TOTAL LIABILITIES AND EQUITY	\$31,677.74

PA Consulting Engineers PAC

Statement of Activity

January - July, 2021

	TOTAL
Revenue	
Total Revenue	
GROSS PROFIT	\$0.00
Expenditures	
6000 General & Administrative	
6003 Legal & Professional Services	959.30
Total 6000 General & Administrative	959.30
Total Expenditures	\$959.30
NET OPERATING REVENUE	\$ -959.30
NET REVENUE	\$ -959.30

PA Consulting Engineers PAC

Statement of Financial Position

As of July 31, 2021

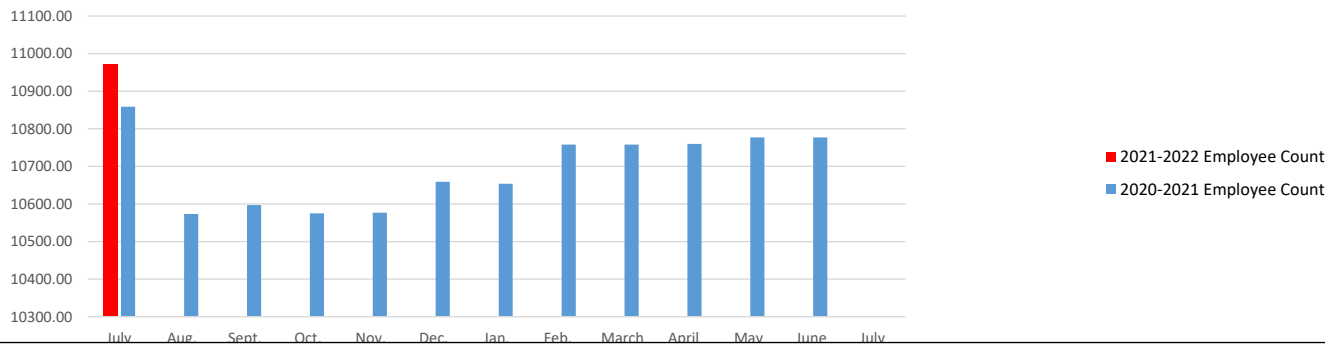
	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	6,156.80
Total Bank Accounts	\$6,156.80
Other Current Assets	
1200 Bank Clearing Account	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$6,156.80
TOTAL ASSETS	\$6,156.80
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	790.00
Total Accounts Payable	\$790.00
Total Current Liabilities	\$790.00
Total Liabilities	\$790.00
Equity	
3000 Retained Earnings	6,326.10
Net Revenue	-959.30
Total Equity	\$5,366.80
TOTAL LIABILITIES AND EQUITY	\$6,156.80



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

REPORTS

Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2021-2022 Index	1224.25													
2020-2021 Index	1230.75	1187.16	1188.88	1183.03	1183.75	1196.16	1195.47	1209.68	1209.68	1210.21	1215.26	1215.26		

[illegible]

YTD Drop Member Firms		
<u>Firm Name</u>	<u>Index</u>	<u>Employee Count</u>
Malarkey Consulting, Inc.	1.00	1.00
Totals	1	1



When highway workers and drivers work together, we are all safer.

That's why this year we're asking the industry to **Stand-Down** and the public to **Slow Down** and take a moment on September 15 to think about work zone safety.

Consulting Industry Member!

Here's how you can Stand-Down:



1 Schedule Time to Pause Work & Stand Down on September 15th

Set aside time during the workday to focus on work zone safety with your employees.

Ideas for Stand-Down Activities:

- Conduct a Tool Box Talk
- Video tape and post a work zone safety training event
- Review your Traffic Control Plan
- Implement an internal Work Zone
- Control Plan
- Email Hazard Alerts
- Text safety reminders
- Hold quizzes or contests



2 Register for TTCSTP

PennDOT has established a Temporary Traffic Control Safety Training Program (TTCSTP) to improve safety of both workers and the traveling public while maintaining mobility within Pennsylvania's work zones. Visit paconstructors.org/stand-down to registers for TTCSTP.

SEPT. 15, 2021

ACEC/PA
AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

**#Safer
TogetherPA**

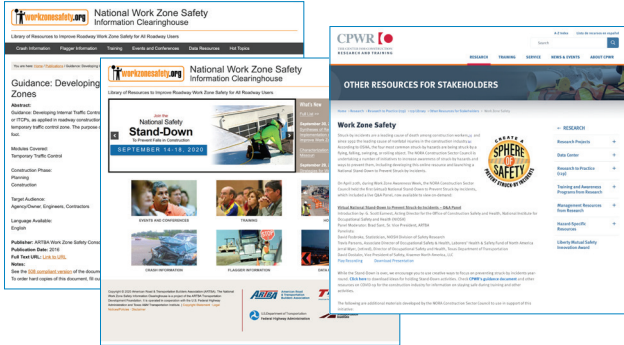




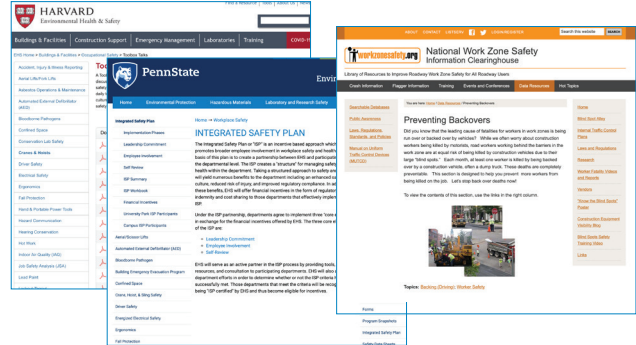
September 15, 2021

Find These Resources and More Online by Clicking on the Thumbnails Below:

General Resources



Training

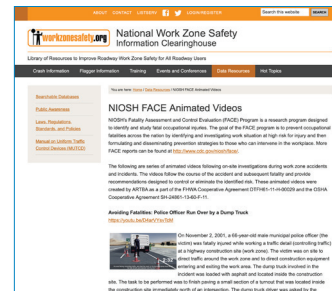


Communication



(please download and print this flyer)

Media



3

Hold Your Event and Spread the Word

Get your crew together to stop, talk and act on workzone safety. Spread the word on social media using the hashtag #SaferTogetherPA.

According to the Federal Highway Administration, nearly 50,000 people are injured or killed in and around U.S. transportation infrastructure projects each year, on the jobsite many of these accidents are avoidable.

Our workers are often focused on quickly doing the task at hand and do so repeatedly day after day. It is easy to become complacent or lose focus on the hazards around us. That is why we at PennDOT, the PA Turnpike Commission and private industry have collectively called for a statewide industry Safety Stand Down on Wednesday, September 15 to Stop, Talk & Act!

Take a **moment to pause** and think about the importance of knowing the risks around you and how you can avoid becoming the next statistic. **Talk** with your colleagues, supervisors or employees about the risks around you and that every construction job faces. Then **Act** by implementing company-wide and jobsite specific ways to promote awareness. Thank you for taking the time to participate in our Industry Safety Stand Down.



Melissa J. Batula, P.E.
Acting Executive Deputy
Secretary for Highway
Administration
**Pennsylvania Department
of Transportation**



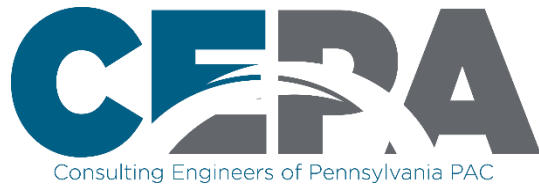
Bradley J. Heigel, P.E.
Chief Engineer
**Pennsylvania Turnpike
Commission**



Leeann Sherman, MPS, CAE
Executive Director
**American Council of
Engineering Companies
of PA**

SEPTEMBER 15, 2021 // #SaferTogetherPA

For questions contact ACEC/PA Executive Director, **Leeann Sherman.**



2021 CEPA PAC Contributors

As of July 31, 2021

2021 CEPA PAC Goal - \$25,000
Contributions received to date - \$8,600
Total PAC Fund to date - \$31,677.74

\$1,000 - \$2,500

Erdman Anthony PAC
Kevin Johnson, Traffic Planning & Design
Larson Design Group PAC
Michael Baker International PAC

\$500 - \$999

Larry Bankert, Kimley-Horn
Mike Bougher, Stantec Consulting Services, Inc.
Rose Bougher, AD Marble & Co., Inc.
Eric Frary, Michael Baker International
William Gross, HDR
Troy Holloway, Century Engineering, Inc.
Glenn Stickel, SAI Consulting Engineers, Inc.
Eric Veydt, Gannett Fleming, Inc.

\$250 - \$499

Alex Houseal, STV Inc.

\$1 - \$249

Eric Martz, KCI Technologies, Inc.
Robert Nuss, KCI Technologies, Inc.
Marc Pinto, Susquehanna Civil, Inc.



2021 ACEC PAC Contributors

As of July 31, 2021

2021 ACEC PAC Goal \$33,958 YTD Raised \$11,925

2020 ACEC PAC Goal-\$33,958, Raised-\$35,075

\$2500-up

\$1,000-2499

Larson Design Group PAC

Mark Markosky, The Markosky Engineering Group, Inc.

Michael Baker International PAC

\$500-999

Sandra Basehore, Terracon Consultants, Inc.

Bill Gross, HDR

Ernest Hanna, GZA Geoenvironmental, Inc.

Troy Holloway, Century Engineering, Inc.

James Maloney, Johnson, Mirmiran & Thompson

Casey Moore, McMahon Associates, Inc.

Rosanna Smithnosky, Susquehanna Civil, Inc.

Glenn Stickel, SAI Consulting Engineers, Inc.

Eric Veydt, Gannett Fleming, Inc.

John Zarsky, Pennoni Associates, Inc.

\$250-499

Eric Frary, Micheal Baker International

Joyce Markosky, The Markosky Engineering Group, Inc.

Transsystems Corporation PAC

\$1-249

Michael Girman, AECOM

James Markham, Pennoni Associates, Inc.

Adam Melewsky, Pennoni Associates, Inc.

Todd Morris, Pennoni Associates, Inc.

Andrew Pennoni, Pennoni Associates, Inc.

Leeann Sherman, ACEC/PA

THE ACEC GUIDE TO MEMBER ORGANIZATION BOARD GOVERNANCE

ACEC is a federation of 52 independent state and regional Member Organizations (M.O.s). As incorporated nonprofit trade associations, the M.O.s are separate entities; however, they are still subject to common principles of nonprofit governance established under federal and state laws. This guide is a compilation of recommended principles for M.O. governance as exercised through an M.O.'s Board of Directors, its Executive Committee, and individual Board members. Note: The following principles are not intended to constitute legal advice. Readers should consult with their M.O.'s legal counsel as appropriate to obtain advice on any particular legal matter.

Roles and Responsibilities of the M.O. Board of Directors

The Board of Directors is the highest governing body of the Member Organization, with the ultimate responsibility for the administration of the M.O. The members of the Board of Directors owe three generally recognized **fiduciary duties to the M.O.**:

1. The **Duty of Care** requires directors and officers to use ordinary and reasonable care in the performance of their duties in a manner demonstrating honesty and good faith. A Board member must act as a good steward for the organization, and take appropriate care to ensure that well-considered decisions are made on behalf of the M.O.
2. The **Duty of Loyalty** is an obligation to be faithful to the M.O. This duty requires, for example, that officers and directors take great care to disclose even potential conflicts of interest and to recuse themselves from discussions and voting on matters that touch on their personal interests. Board members cannot compete with the M.O. for business opportunities or use their M.O. positions for personal gain. Protecting the confidentiality of Board discussions and non-public information entrusted to or obtained by reason of their M.O. positions is also part of the duty of loyalty.
3. The **Duty of Obedience** requires that officers and directors comply with the M.O.'s articles of incorporation, its bylaws and other governing documents; the governing documents of ACEC as they apply to M.O.s; and all applicable laws and regulations.

Each Board member should be mindful of his or her fiduciary duties in every aspect of the governance of the M.O. These governance functions include the following:

1. Establishing and articulating the vision of the M.O. (The national ACEC Strategic Plan is a significant resource for this purpose, and can be accessed [here](#).) The vision is a statement of what the M.O. ultimately wants to achieve. It should reflect the Board members' values and aspirations for the organization.
2. Developing and implementing the M.O. **Strategic Plan**. Once again, the national Strategic Plan can help to guide this process. It is recommended that all M.O. stakeholder groups have input into the Strategic Plan development process.

THE ACEC GUIDE TO MEMBER ORGANIZATION BOARD GOVERNANCE

3. Selecting, and providing oversight for, the **Executive Director** or volunteer who will be responsible for the day-to-day management of the M.O. A key element of the success of an M.O. Board is the selection of a paid staff leader or volunteer who will work closely with the M.O. leadership in pursuit of the organization's success. The Board, or a designated Board committee, is also tasked with reviewing the performance of the Executive Director or volunteer on an annual basis.
4. Providing oversight for compliance with all M.O. **legal and ethical requirements**. M.O.s are encouraged to provide appropriate **indemnification** for Board officers and directors in the exercise of their governance responsibilities. In addition, **Directors and Officers liability insurance and cybersecurity insurance coverage**, if not already in place, should be procured as soon as possible with the assistance of a qualified insurance broker.
5. Providing **financial oversight** over M.O. budgeting, reporting, and financial controls, including securing an independent audit on an annual basis. Board members should review the financial reports of the M.O., ask questions as appropriate, and work with the professional staff as necessary to ensure that the M.O.'s financial administration follows best practices and maintains a high degree of transparency.
6. Enhancing the **brand and image of the M.O.** Board members should be mindful that they are ambassadors for the M.O. and for ACEC, and should therefore govern with the constant objective of enhancing the prestige and stature of the M.O. and the national Council.
7. Establishing **strong communication channels** with the Member Firms and the general public. The Board should support and encourage M.O. efforts to strengthen its information-sharing efforts in an ever more complex and competitive media landscape.
8. Establish strong M.O. policies on avoiding **conflicts of interest** and complying with the **antitrust laws**. These policies should be circulated at meetings of the Board, Executive Committee, and M.O. committees. The Federal Trade Commission publishes a guide to the federal antitrust laws that is a good resource on this topic. The guide can be accessed [here](#). It is also recommended that the members of the Board annually sign a statement agreeing to comply with the Conflict of Interest and Antitrust Compliance Policies of the M.O. and ACEC. The ACEC policies can be found [here](#). In addition, the American Society of Association Executives (ASAE) provides a number of sample conflict of interest statements for signing, as well as examples of antitrust compliance policies. These can be accessed on ASAE's Sample Policies page [here](#).

Role and Responsibilities of the M.O. Executive Committee

The role of an Executive Committee is to function as the Board's principal means of accomplishing its objectives. As such, the Executive Committee typically has special responsibilities and authority above all other committees.

The Executive Committee generally consists of the Officers of the Board, with the Executive Director serving as a non-voting ex officio member. It should be noted that, in keeping with the Board of Directors, the Executive Committee members are bound to the same three fiduciary duties noted above.

In between meetings of the Board of Directors, the Executive Committee provides oversight and governance for the M.O. on behalf of the Board and within the Board's authority. However, the Executive Committee does not typically have the power to amend the M.O.'s bylaws, elect or remove Board members, create or appoint permanent committees, hire or fire the Executive Director, approve or amend the overall budget, or make major structural decisions regarding the organization such as mergers, dissolution, or transferring substantial assets. Such functions are within the purview of the Board of Directors.

The responsibilities of the M.O. Executive Committee generally include the following:

1. Overseeing the implementation of M.O. **policies and directives**. The Executive Committee typically works in close cooperation with the Executive Director and staff on M.O. objectives.
2. Communicating the **strategic direction** of the M.O. to the full Board. A key aspect of the Executive Committee's role is to act as a major communications conduit to the Board of Directors on M.O. operations, success in achieving goals, and areas where additional attention is required.
3. Providing guidance on **high-level organizational issues**. Oversight of major financial matters below the budget-approval level; authorization of M.O. structural and programmatic reforms in consultation with the Executive Director and staff; and the creation, sunseting, and oversight of non-permanent committees are some of the functions commonly performed by the Executive Committee.
4. Providing oversight for the M.O.'s **programs, products, and services** to ensure their effectiveness. The Executive Committee should be regularly briefed by the professional staff on the aforementioned programs, products, and services, and provide ongoing guidance and recommendations.

Role and Responsibilities of the Individual M.O. Board Member

The individual volunteer member of the M.O. Board of Directors serves a critical role in ensuring the good governance of the organization. As noted above, each member of the Board is an ambassador for both the M.O. and for ACEC, with a personal responsibility for enhancing the M.O. and ACEC brands. In legal terms, each member is a fiduciary of the M.O. and owes the duties of care, loyalty, and obedience. Board members must act collectively with the other Board members. In similar fashion, Board members who are officers only have the management authority specifically delegated in the Bylaws or by the Board. With all this in mind, the following represents a general list of responsibilities for M.O. Board members:

1. Make every effort to attend M.O. **leadership orientations** to help prepare for assuming Board responsibilities.
2. Read and become familiar with the M.O.'s monthly **financial statements** and ask questions as necessary to ensure proper financial oversight for the M.O.
3. Learn about the **M.O. PAC, ACEC/PAC, and M.O. program initiatives**.
4. Work to advance the M.O. and national **Strategic Plans**.
5. Actively participate in initiatives to increase M.O. **non-dues revenue**.
6. Actively participate in the recruitment of potential **new ACEC member firms**.
7. Actively participate in at least one M.O. **committee, coalition, or forum** as either a member or a Board liaison.
8. As an ambassador for the M.O. and ACEC, visibly and vocally **support the M.O.** and the national Council.
9. Actively **cultivate and recruit exceptional candidates** for consideration as M.O. Board members.
10. Consider **national service** on ACEC Committees, the ACEC Board, and the ACEC Executive Committee.
11. Be **present** in person and spirit at M.O. meetings, events, and activities and encourage others to do so.

Principles for Reducing M.O. Board Member Personal Liability Risk

As fiduciaries of the M.O., Board members potentially have personal legal exposure if their actions or the actions of the Board as a whole cause harm to the organization. To avoid this, the following principles of risk reduction for Board members are offered:

1. Be thoroughly **prepared** for all Board meetings.
2. Be an **active participant** in Board meetings, commenting and asking questions as circumstances dictate.
3. Read the **minutes** of Board meetings carefully and check them for accuracy.
4. Help to ensure that **legal counsel** and other appropriate advisors are consulted on any matters with uncertain ramifications.
5. Help to ensure that the M.O.s **finances are periodically audited**, and review the M.O.'s financial reports.
6. Attend **all meetings of the Board** and read the M.O.'s publications carefully to keep fully informed of the organization's policies and activities.
7. Review and help to ensure compliance with the M.O.'s **articles of incorporation, bylaws, and other governing documents; the governing documents of ACEC as they apply to M.O.s; and all applicable laws and regulations.**
8. Minimize any **conflicts of interest** in dealing with the M.O. by fully disclosing any potential conflicts annually and as they arise.
9. Be familiar with the general principles of the **antitrust laws** and assist the Board where necessary in ensuring full compliance.
10. Avoid creating the appearance that any public statements are made on behalf of the M.O. in any official capacity or represent the views or positions of the M.O., unless specifically authorized to do so by the bylaws or the Board.

Acknowledgments and Links

Our thanks to ACEC Vice Chair Michael Cooper for his encouragement and contributions to this paper, and to Andrew L. Steinberg of Venable LLP for his review of the document. We also wish to acknowledge the following resources and authors:

ACEC: [Governance Documents Including Conflict of Interest Policy and Antitrust Compliance Policy](#)

ACEC: [Strategic Plan](#)

ASAE: [Legal Duties of Association Board Members](#) – Jeffrey Tenenbaum Esq., Tenenbaum Law Group

ASAE: [Sample Policies](#)

BoardEffect: [What are a Board Member's Responsibilities?](#) – Jeremy Barlow

BoardSource: [Executive Committee](#)

Federal Trade Commission: [Guide to Antitrust Laws](#)

National Council of Nonprofits: [Board Roles and Responsibilities](#)

2021/2022 Meeting Dates At-A-Glance

August 19	ACEC/PA Board of Directors Meeting, Virtual
September 10	Western Chapter Meeting, Virtual
September 16	ACEC/PA Scholarship Golf Outing, Colonial Country Club, Harrisburg, Pa.
September 21	Eastern Chapter Meeting, Virtual
September 29-30	ACEC/PA Fall Conference, Virtual
October 1	Western Chapter Meeting, Virtual
October 8	ACEC/PA Board of Directors Meeting, Virtual
October 13	Government Affairs Breakfast, Virtual
October 13	Central Chapter Meeting, Virtual
October 19	Eastern Chapter Meeting, Virtual
October 27-30	ACEC Fall Conference, JW Marriott Marco Island Beach Resort, Marco Island, Fla.
November 5	Western Chapter Meeting, Virtual
November 10	Government Affairs Breakfast, Virtual
November 10	Central Chapter Meeting, Virtual
November 16	Eastern Chapter Meeting, Virtual
November 17	ACEC/PA Board of Directors Meeting, Virtual
December 4	Pennsylvania Society ACEC/PA Reception, Connolly's Restaurant, New York, N.Y.
January 7	Western Chapter Meeting, Cefalo's
January 12	Government Affairs Breakfast, Hilton Garden Inn
January 12	Central Chapter Meeting, Hilton Garden Inn
January 18	Eastern Chapter Meeting, Desmond Hotel
January 27	ACEC/PA Board of Directors Meeting, Lancaster Marriott
January 27	ACEC/PA Diamond Awards, Lancaster Marriott
February 4	Western Chapter Meeting, Cefalo's
February 9	Government Affairs Breakfast, Hilton Garden Inn
February 9	Central Chapter Meeting, Hilton Garden Inn
February 15	Eastern Chapter Meeting, Desmond Hotel
March 4	Western Chapter Meeting, Cefalo's
March 9	Government Affairs Breakfast, Hilton Garden Inn
March 9	Central Chapter Meeting, Hilton Garden Inn
March 15	Eastern Chapter Meeting, Desmond Hotel
March	ACEC/PA Board of Directors Meeting, Virtual
Spring 2022	ACEC/PA Legislative Day, Pennsylvania State Capitol
May 1-3	ACEC/PA Annual Leadership Meeting, Charleston, S.C.
May 17	ACEC/PA Board of Directors Meeting, Hilton Harrisburg
May 18-20	ACEC/PA Spring Conference, Hilton Harrisburg
May 22-25	ACEC Annual Convention/Legislative Day, Grand Hyatt, Washington DC

ACEC/PA Environmental Committee Board Report August 19, 2021

1. Number of Meetings Fiscal Year To Date: 0

2. Accomplishments Fiscal Year To Date:

Description:

- Establishment of Permit Task Force Subcommittee- Meetings: 9/8/20; 9/22/20; 10/6/20; 10/20/20; 3/8/21; 4/13/21; 6/9/21
- Developed Goals/Actions for improving Permit submittals

3. Projects Committee is Engaged In Fiscal Year To Date: See above.

4. Committee/Association Challenges For Committee:

Description: Continuing the Permit Task Force Subcommittee; Collaboration with partners and clients relating to Permit Task Force Subcommittee

5. Clients Engaged With: PennDOT, PTC and any other deemed appropriate

6. Action Items for Future:

- Continue with Permit Task Force Subcommittee
- Meet every 3-4 months with Environmental Committee

7. Next Meeting – End of September 2021