



## **Board of Directors - Meeting Agenda**

**January 26, 2023 12:00pm – 3:30pm  
Lancaster Marriott, Lancaster PA**

Call to Order/Roll Call	R. Bougher/Smithnosky
Antitrust Policy	R. Bougher
Consent Agenda November 16, 2022 Meeting Minutes	All
Events Report	Babski
Committee Reports WEE Committee – Kenawell Innovative Delivery - George	Various
Financials (Action Needed) October/November 2022 Numbers 990 Form	Brackbill
Membership Report (Action Needed)	Markosky/Babski
National Director Report (Action Needed) News from National PAC Reports	Veydt
Strategic Plan Strategic Plan report – action items due	R. Bougher/SPC
Government Affairs Committee Report	Bankert/Farrow

President's Report

R. Bougher

Indemnification language in contracts  
ACEC PA priorities – new administration  
SB 35 and SB 121- ACEC/PA's position  
Communication with ACEC/PA membership

New Items

All

Executive Session

Voting members only

Adjourn

R. Bougher



## **ACEC/PA ANTITRUST COMPLIANCE POLICY**

1. Consistent with ACEC/PA's nonprofit and tax exempt purposes, ACEC/PA in the course of its activities shall not agree with, participate in, or give consideration to any activity, plan, understanding, agreement, or other arrangement that constitutes a violation of any federal or state antitrust laws, including but not limited to actions that would (a) raise or stabilize prices or fees for specific services, (b) boycott or refuse to do business with any third parties (other than through ACEC/PA's bona fide business contractual arrangements), (c) restrict or interfere with the exercise of free and independent judgment by the members in the management or operation of their respective business, or (d) obstruct or interfere with commerce or free and lawful competition.
2. ACEC/PA membership is open to all interested and eligible parties. Participation in ACEC/PA activities is also available on reasonable terms to non-members with a valid interest in such activities. No applicant for membership or party requesting to participate, who otherwise meets the qualifications set forth in the ACEC/PA Bylaws or adopted in ACEC/PA policy, may be rejected for any anti-competitive purpose.
3. Participants at ACEC/PA-sponsored activities should not discuss, exchange information, or enter into agreements on prices or fees or refuse to purchase, sell to, or otherwise impermissibly deal with competitors, customers, or suppliers.
4. Any information, materials, or reports of ACEC/PA available for the use of its members should be made available to non-members when non-availability of those materials imposes a significant economic disadvantage or cost to non-members that significantly limits their ability to compete against ACEC/PA members. Non-members may be charged higher prices than members as long as the higher prices are not unreasonable.
5. Discussions during ACEC/PA meetings should relate solely to the legitimate purposes of the Council. Care should be taken to avoid any discussion of competitively sensitive information, such as prices, rates, or fees; current or potential bids for particular services; terms on which any participants will or will not deal with particular competitors, suppliers, or customers; and matters relating to actual or potential individual suppliers or customers that might have the effect of influencing the business conduct of other companies toward such suppliers or customers.
6. To avoid even the perception that ACEC/PA meetings could violate this antitrust policy, good meeting practices should be exercised, including: the use of a written agenda; the prompt preparation of brief minutes summarizing the matters discussed and conclusions reached; and the retention and distribution of only final approved minutes.
7. Even informal discussions must comply with the principles and prohibitions of this policy.
8. A copy of this policy shall be provided to the Board of Directors, Committee Leadership, ACEC/PA Members At Large and all ACEC/PA Committee Members. The policy shall also be included in each ACEC/PA staff member's employee manual and posted for public viewing on the ACEC/PA website. Each ACEC/PA member and each participant in ACEC/PA activities, by virtue of their membership or participation, shall be deemed to have notice of the policy and agree to abide by it.

# MEETING MINUTES

## **ACEC/PA Board Meeting - Meeting Minutes**

**November 16, 2022, at 12:00 pm**

**Location: Hershey Lodge, 325 University Drive, Hershey, PA**

### Attendees Present:

Board Members: Rose Bougher (President), Michael Bougher (President Elect), Mark Markosky (Vice President), Michael Girman (Treasurer), Eric Veydt (Immediate Past President / National Director), Rosanna Smithnosky (Secretary), Tony Dougherty, Paul McNamee, Eric Meyer, Casey Moore, John Perkun, Damon Rhodes, Joseph Riley, Josh Wilson, Lonnie Young

ACEC/PA Staff: Sarah Babski  
Jean Brackbill

Guests: Glenn Stickel, Jim Brady, Derek Rogers, Catherine Chia-Calabria, Eric Frary, Justin Gibbons, Katherine Farrow, Larry Bankert, Doug George

Not present: Mark Kinnee, Ryan Gargan

### Call to Order

Rose Bougher called the meeting to order at 12:01

R. Bougher opened the meeting with introductions

1. Antitrust Policy
  - a. R. Bougher reminded all of the Antitrust Policy that we are to uphold and asked if anyone had questions.
2. Consent Agenda
  - a. Meeting Minutes for September 20, 2022 (provided in the board meeting packet).
    - 1) R. Bougher asked if there are any issues to move out of Consent? There were none.
    - 2) Meeting minutes were approved with no changes. Motion by Meyer, Perkun seconded. The vote was unanimous.
3. Committee Reports
  - a. Administration– reported by Chair Glenn Stickel
    - 1) Two meetings were held this year in August and October. The meeting cycle is bimonthly.
    - 2) The action to date was to create a mission statement which was posted to the

portal in August. Glenn aided the roundtable session at the ACEC PA Fall Conference and presented findings to R. Bougher.

- 3) Current topics are QBS and wage rates.
- 4) QBS agenda is to first identify which agencies are not using QBS and then arrange meetings with them and use ACEC Nat'l information for supporting data. The current list of agencies not using QBS are SARA, SEPTA, City of Philadelphia, Design Build, P3, Pittsburgh Transit Port Authority, and DRJTBC. R. Bougher recommended telling Stickel of any other agencies and creating a document to summarize this.
- 5) Hourly rates on PennDOT contracts (design) – Heard of cases that some Districts are imposing limits and hearing that Central Office is not providing direction. A goal is to get together with PennDOT to discuss, explain concerns to present issues. R. Bougher said Central Office asked to provide names, but ACEC PA will not do that. Districts doing this were provided to Central office.
- 6) Committee challenges is learning curve amongst three now merged committees and portal use.

b. Scholarship – reported by Jim Brady

- 1) Nine members in committee.
- 2) Three meetings since June.
- 3) Actions to date were to review the application process and set a committee meeting schedule.
- 4) Now allowing electronic format for letter submission.
- 5) Recent statistics and process was noted: Scholarship open to any student in PA (attend PA college) includes 100 colleges, 17 new schools, expanded to border states, application only open to college students (no high school), open to STEM majors. Decision two years ago to expand pool. Received 20 applications (had 41 prior year). Have 5 winners this year – \$15,000 awarded and past year awarded 16,000 in 2020 and \$12,000 in 2019. Past schools Lafayette, Villanova University, University of Pittsburgh, Carnegie Mellon. The number of applicants and schools vary a lot year to year. The best way to get scholarship information out is through contacts.
- 6) Students are invited to the Diamond Awards and will be announced.
- 7) Casey noted inviting kids and making connections is important. Prior years they came to the golf outing.
- 8) The period to turn around application may not be long enough and is during a busy August time period. Discussed consider expanding period to apply.
- 9) Discussed expanding into more diverse universities. They are doing this. The review is a blind review and focuses on academics, what they are

doing, and their activities.

- c. Construction Services – reported by Derek Rogers
  - 1) Meetings - No committee meetings this fiscal year to date. One meeting with leadership.
  - 2) Accomplishments – PennDOT training module requirements are scheduled in a way that causes mental and workload impact. Asked Department to change training to just in time modules. PennDOT agreed but did not execute – instead provided three weeks to finish – still working on just in time training with PennDOT’s support.
  - 3) NCET asphalt certification requires 500 hours to register. This is much higher than other states. This is a topic planned for discussion with PennDOT.
  - 4) Retention and work conditions meeting – This is a big issue that warrants Board discussion on strategy. The committee sees a big cliff between IJA, natural attrition, and inability to keep up with competing industries. Need to make CS work and pay more appealing to compete.
  - 5) District 11 has a new scope of work change which requires TA training and mentoring prior to TA starting on a project. Would like to have preliminary discussion with District and then escalate to Central Office.
  - 6) Broadening scholarships to candidates for Construction Inspection was discussed. Some schools had CI certified classes, CE technology such as Penn Tech. **Action Item: R. Bougher asked Rogers and Dougherty to send Brady schools to which scholarship opportunities could be applied.**
  - 7) TA underutilization - An idea was noted for ACEC/PA to come up with a standard plan as TA usage is a primary idea for replacing workforce.
  - 8) Inspector retirement spike - Issue noted that over 50% of inspectors are expected to retire over the next 5 years. Need to discuss this topic with PennDOT and the importance of construction inspectors to the industry. **Action: R. Bougher asked the committee to provide a plan that could then be brought up with PennDOT.**
  - 9) Wage rate caps - wage rate schedules are capped by class and level. The last increase was in October 2022 and no more are proposed. Rogers feels it is an important time to discuss this topic with them. Union contract requests may not affect CS. Main reason rates are tied down is connected to what PennDOT is doing. Suggestion to consider joining forces with the union to address this.
- 4. Executive Director Search Committee Report – Mike Bougher
  - a. Job is advertised from Nov 1 through Nov 28.
  - b. Received 46 resumes to date -90% are not qualified.

- c. Holding 15-minute virtual screening interviews on Dec 1<sup>st</sup> & 2<sup>nd</sup>
  - d. Holding in person interviews on Dec 7.
  - e. There are several good candidates.
  - f. The search committee includes Mike Bougher, Mark Markosky, Mike Girman, and Rosanna Smithnosky. R. Bougher is the tie breaker.
  - g. Posted job on Indeed, ASAE, PSAE, ACEC Nat'l.
  - h. Ability priorities are: advocacy 1<sup>st</sup> and association management 2<sup>nd</sup>.
5. Financials
- a. Sept 2022 financials are in the meeting packet.
  - b. Form 990 is still with accountants; an extension will be filed for May 2023. Jean Brackbill and R. Bougher reviewed this in detail. The Board does not approve 990 but rather "concurs" - it will be provided to the Board when ready.
  - c. Dues – Item 30002 is behind budget by \$17,000 because anniversary billing prevents collection of all dues at the start of the fiscal year.
  - d. Financials were approved. Motion was made by Casey, and seconded by McNamee. The vote was unanimous.
6. Strategic Plan
- a. Goal 1 – Political advocacy was assigned to Leeann and is being handled by the Board. Some donations were made. January will be a great opportunity to pick up advocacy with the new legislature.
  - b. Donations – Girman got many requests because of election. Girman and Reese made recommendations based on relevance to our business. The list included Todd Stevens, Tim Hennessey, Matt Bradford, Gene Yaw. Event attendance was split up. Had a great conversation with Cutler who invited ACEC/PA back for more discussions. Costa was accommodating. Matt Bradford wants to have a breakfast.
  - c. Client Advocacy – There has been activity (indemnification, QBS, DBBV). DBBV is currently being reviewed by the Innovative Delivery committee.
  - d. Goal 2 – External Partnership – Rhodes is in the process of creating a template to be used by various committees.
  - e. Electrification – Eric Meyer. Found out that PennDOT has some contracts for maintenance. Meyer finding most of this work being done by grants, PennDOT is not putting out contracts for public use. PennDOT does not want to maintain electric charging as they want that them to be private. Townships are getting grants and installing. Still trying to figure out where the market is.
  - f. Goal 3 – Member Networking. R. Bougher leading. Getting information from Fall Conference roundtables.
  - g. Goal 4 – Governance – Made progress specifically with committees. Jim Maloney idea on tracking by using MS Planner app – integrates with Teams - assigns goals – use this as tool so individuals can independently update. This would replace the

spreadsheet and can be done via a phone app. Would need to set up a Teams site which Maloney will work with staff on this and confirm if it can work.

- h. The Strategic Plan committee meeting is in December and will catch up then. R. Bougher optimistic can get Year 1 action items done by June 2023. M. Bougher will be in charge of Year 2.

## 7. Membership Report – Mark Markosky

- a. No new or dropped members for month.
- b. The number of employees can affect dues income.
- c. Fewer events in the future will reduce revenue, we will need to offset that by increasing membership. There is a draft existing retention and recruiting plan that will be reviewed as part of strategic plan.
- d. Board member liaisons – propose assigning each board member to keep in touch with members. **Action Item – Markosky to provide this list by the next Board meeting.**
- e. New members – Markosky has a prospect list.
- f. Stahl Schaeffer is rejoining.
- g. Recruiting talking points – Preparing a document with talking points that will be useful for recruiting calls.
- h. The billing cycle will change everyone to fiscal year billing, and we will no longer have anniversary billing. This will affect 18 firms currently on the anniversary cycle.
- i. A motion to approve the membership report was made by Wilson 1<sup>st</sup> and seconded by Dougherty. The vote was unanimous.

## 8. National Director Report

- a. Pittsburgh MO – Currently awaiting letter from ACEC Nat'l to say they are no longer member. There are about six members and expect Apogee & Kaplan will join ACEC/PA.
- b. Voted on behalf of ACEC/PA for National vice chairs.
- c. PAC's – both need attention. Reached out to many to contribute – especially to National. Some big contributors had not yet made their contributions, this creates a big swing. PAC spreadsheet provided in board packet which shows several years and helps understand those who contributed in the past but not yet this year.
- d. CEPA PAC follows calendar year and is at \$18,000 with a \$25,000 goal.
- e. Proposed showing membership how PAC money is used to help increase contributions. Account balance is \$52k. Did not contribute to gubernatorial campaigns – but not a firm approach.

Meeting held to bring GAC back – many people with contacts. In the beginning phases of that. GAC Breakfast will occur in February and March. Moving Central

Region meeting back to lunch.

Suggestion to bring someone like Stan Saylor for a training session as the recent Central Region meeting with him was great. R. Bougher noted having some training sessions in advance of Legislative Day.

Moore noted the January 16 event in the east for PAC. Ticket cost is \$85 and includes drinks and pizza. Next day meeting has "Advocacy 101". Social event to raise money for PAC, and to engage young members.

- f. Contribution listing – this was done in past newsletters and is good practice. M. Bougher felt the PAC newsletter was helpful and it would be good to reinstitute.
  - g. A motion to approve the National Director's Report was made by Markosky and seconded by Moore. The vote was unanimous.
9. Governance Committee Report – Casey Moore
- a. Meetings - met three times since year start.
  - b. Role definitions were submitted and reviewed by the Board. These are now ready to post on the website.
  - c. Next will prepare role definitions for the Executive committee and chairs. This will complete all role definitions, goal to complete by end of 2022.
  - d. Governance manual and bylaws being updated for gender neutral language.
  - e. Succession planning – adding Executive Director oversight role.
  - f. Next meeting planned for December 15.
10. Events Report – Sarah Babski
- a. The Fall Conference and golf outing were in September – this was the first time they were joined.
  - b. Fall Conference was attended by 50% of member firms.
  - c. Golf outing had 115 golfers in 2022 vs 144 in 2021.
  - d. The conference had 149 attendees vs 2021 at 133, 2020 at 172. Last time conference was aligned with APC in 2019 had 215 attendees.
  - e. Regional mtgs – Held two per region fiscal year to date. These were well attended.
  - f. PAC fundraisers – the Central social networking event had 45 people.
  - g. Next event – Diamond Awards – first in person since Feb 2020.
  - h. Annual Leadership Meeting is in May in San Juan, Puerto Rico. Registration is not open but you can book at the Caribe Hilton – recommend planning ahead.
  - i. Legislative outreach event– Legislative committee asked for feedback on how they can help generate people, content. **Action Item: R. Bougher will schedule a meeting to identify methods.** Noted there will be many new legislators so we will need an "educational" component to reach out. Lonnie mentioned that many

legislators don't know what adjacent states do – good to make this part of educational component.

## 11. Presidents Report

- a. Indemnification language – A meeting is scheduled for December 12 involving PennDOT, ACEC/PA President, Past President, and Incoming President, and ACEC/PA attorney. Keeping an eye on HB 424 related to this.
- b. Three items for new administration – Indemnification, rate caps, and QBS.
- c. Average rates cap discussion in letter needs expanded related to CS. **Action Item – Rogers to provide language to R. Bougher.**
- d. Barry Schoch mentioned bringing up Lump Sum contracts. After discussion, the consensus was we don't like LS and are uncertain of benefits of this approach. We will hold this topic until we can gather more information.
- e. The MPP webinar was held last week with 96 attendees. Some membership expressed interest in regular MPP updates. There is an upcoming session in D-11.
- f. PTC Mentoring Program – Environmental started through the end of 2022. Talks will follow with ACEC/PA on what is next (design, construction).
- g. PennDOT Profit Factors – R. Bougher got a list from October 2022 from Michele Harter, and she will post it on the website and note via a letter.

## 12. New Items

- a. No new business

There was a 10-minute break. Nonvoting Board members were dismissed from meeting before going into Executive Session.

A motion was made to adjourn the meeting at 3:20pm by Meyer and seconded by Young. The vote was unanimous.



**Board of Directors Meeting  
Financial Notes  
January 26, 2023**

**The ACEC/PA Budget vs Actual Report has been reformatted and updated to provide clarity and an “at-a-glance” opportunity for analysis.**

**Part I- General changes made:**

Some of the General Ledger Accounts on the Chart of Accounts have been regrouped.

- The following main accounts were created and contain subaccounts used to group Events, Region Meetings/Special Events, and Special Projects:
  - Events Income
  - Events Expense
  - Events-Region Meetings/Special Events Income
  - Events-Region Meetings/Special Events Expense
  - Special Projects Expense
- The following main accounts were created and contain subaccounts as appropriate:
  - General Operating Expense (includes the expense accounts pertaining to the daily operations of the association.)
  - Other Revenue (Bank/Investment Account Interest Income and Investment Account Unrealized Gain/Loss)
- The General Ledger Income and Expense Accounts which include several subaccounts have been collapsed/hidden to show the “Total” General Ledger Account

**For example:**

1. Event income/expense accounts such as the ACEC/PA Fall Conference Income and ACEC/PA Conference Expense show only the total income and total expense.



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2. Personnel Expense shows the total expense for Salary Expense (plus Vacation Expense); Payroll ER Tax Expense; Employee Benefits Expense; Retirement Contributions Expense renamed 401 (k) Employer Match; and Payroll Fees.
3. Professional Services Expense shows the total expense for Accountant Expense; Computer/IT Expense; Legal Expense; Lobbying Expense; and Public Relations Expense.

*\*The subaccounts that have been collapsed/hidden can be viewed by selecting the row before and row of the account with the hidden subaccounts, right mouse click, and select unhide.*

- The Excel workbook for the 10/31/2022 ACEC PA Actual vs Budget report includes two worksheets:
  - One worksheet is the Budget vs Actuals report.
  - One worksheet is a reformatted Events Profitability Report.

**Part II- Notes on the 10 31 2022 ACEC PA Actual vs Budget report**

- The Jul-Oct 2022 Actual column shows YTD information for event income/expense. Income may be recorded for future events; Expense for the future events is recorded as the information is received either before or after the event.
- Dues Income – Anniversary dues will be billed for January and April membership dues renewals; the dues invoices will be prorated to FYE 06/30/2023, and the members will be billed the full dues amount for FY 2023-2024. The prorated dues revenue for the January and April renewals is estimated at \$16,227. *Please note that the October 2022 anniversary dues were not prorated for FY 2022-2023; these dues will be prorated for FY 2023-2024 in October 2023.*
- Spring Conference budgeted net revenue shows as \$22,000 – since the Spring Conference was cancelled, the expectation is that revenue can be gained with other scheduled or future events. Sponsorship funds received for the Spring Conference have been moved to other events per the members' preferences. Funds from one of the member firms will be allocated/refunded after the member responds to our inquiries regarding where they want the funds to go.
- Miscellaneous Income currently includes funds received for credit card convenience fees pertaining to membership dues invoices paid by credit card. Due to the larger membership dues amounts assessed, card payments generally are not accepted for payment of the membership dues invoices to avoid the larger card processing fees.



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- Diamond Awards Expense includes the \$15,986.25 cancellation fee and \$6,000 site deposit fee from the 01/27/2022 on-site event which was cancelled; the funds will be applied to the 01/26/2023 event.
- Advertising Expense includes costs incurred to advertise open ACEC/PA staff positions.
- Professional Development/Meetings Expense shows a negative amount due to an event registration cancellation that crossed the prior and current fiscal years; the refund for the event cancellation prior to FYE 06/2022 was not received until the current fiscal year.
- Rent Expense reflects an office/parking rent increase effective 06/01/2022; ACEC/PA received the rent increase information in the January 2023 billing. To catch up the increased monthly rent was received/paid in January 2023.

**Part III- Notes on the 11 30 2022 ACEC PA Actual vs Budget report**

- Some of the same information is listed below that was provided with the October 2022 Financial Reports. Below is some new information:
- The General Ledger Income and Expense Accounts which include several subaccounts have been collapsed/hidden to show the “Total” General Ledger Account.
  - For example:  
Event income/expense accounts such as the ACEC/PA Fall Conference Income and ACEC/PA Conference Expense show only the total income and total expense.
- Personnel Expense shows the total expense for Salary Expense (plus Vacation Expense); Payroll ER Tax Expense; Employee Benefits Expense; Retirement Contributions Expense renamed 401(k) Employer Match; and Payroll Fees.
- Professional Services Expense shows the total expense for Accountant Expense; Computer/IT Expense; Legal Expense; Lobbying Expense; and Public Relations Expense.
- The subaccounts that have been collapsed/hidden can be viewed by selecting the row before and row of the account with the hidden subaccounts, right mouse click, and select unhide.

**Part IV- Explanation on Profits/Expense for Central Region Meetings**

- The Net Profit for the October and November central region meetings is \$764.24.



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- The YTD Revenue/Expense includes an entry dated 07/2022 for five \$550 site deposits (total expense of \$2,750) for five meetings scheduled between 10/12/2022 and 03/08/2023.
- \$1,650 of the site deposits is unused as of 11/30/2022 – this amount inflates the 11/30/2022 YTD expenses.
- The inflated YTD expense results in the \$810.76 net loss rather than the \$764.24 net profit.
- The site deposits were remitted prior to the end of FY 2021-2022 and recorded to Prepaid Expense.
- There is a journal entry dated 07/01/2022 for the full amount of \$2,750.
- We can adjust the entries for the December financial report to show the \$550 site deposit in the correct month for the meeting date.
- The other region meetings did not have prepaid site deposit expense.

# American Council of Engineering Companies of Penns

## Statement of Financial Position Comparison

As of November 30, 2022

	TOTAL			
	AS OF NOV 30, 2022	AS OF NOV 30, 2021 (PP)	CHANGE	% CHANGE
<b>ASSETS</b>				
Current Assets				
Bank Accounts				
4135 Scholarship Account	21,128.50	21,126.57	1.93	0.01 %
4856 Wells Fargo Short Term	27,224.33		27,224.33	
5407 Wells Fargo Checking	475,032.80	560,193.34	-85,160.54	-15.20 %
9758 Wells Fargo Long Term	83,233.66	112,760.00	-29,526.34	-26.19 %
<b>Total Bank Accounts</b>	<b>\$606,619.29</b>	<b>\$694,079.91</b>	<b>\$ -87,460.62</b>	<b>-12.60 %</b>
Accounts Receivable				
1200 *Accounts Receivable	41,295.73	5,090.00	36,205.73	711.31 %
1201 Allowance for Bad Debts	0.00	0.00	0.00	
<b>Total Accounts Receivable</b>	<b>\$41,295.73</b>	<b>\$5,090.00</b>	<b>\$36,205.73</b>	<b>711.31 %</b>
Other Current Assets				
1010C1 Unrealized G (L) ML Reserved	0.00	0.00	0.00	
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	0.00	0.00	0.00	
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	1,795.53	22,236.25	-20,440.72	-91.93 %
1210.2 Prepaid Insurance	5,352.09	22.56	5,329.53	23,623.80 %
1210.3 Prepaid Expenses	5,276.85		5,276.85	
1210.4 Prepaid Expense-EZ Pass	75.00		75.00	
<b>Total 1210 Prepaid Expenses</b>	<b>12,499.47</b>	<b>22,258.81</b>	<b>-9,759.34</b>	<b>-43.84 %</b>
1499 Undeposited Funds	3,935.00	2,600.00	1,335.00	51.35 %
<b>Total Other Current Assets</b>	<b>\$16,434.47</b>	<b>\$24,858.81</b>	<b>\$ -8,424.34</b>	<b>-33.89 %</b>
<b>Total Current Assets</b>	<b>\$664,349.49</b>	<b>\$724,028.72</b>	<b>\$ -59,679.23</b>	<b>-8.24 %</b>
Fixed Assets				
1062 Office Equipment	1,870.90	0.00	1,870.90	
1062A Original Cost	42,302.88	34,883.06	7,419.82	21.27 %
1062B Accumulated Depreciation	-27,088.53	-21,833.85	-5,254.68	-24.07 %
<b>Total 1062 Office Equipment</b>	<b>17,085.25</b>	<b>13,049.21</b>	<b>4,036.04</b>	<b>30.93 %</b>
1063 Lease Improvements	3,410.00	3,410.00	0.00	0.00 %
<b>Total Fixed Assets</b>	<b>\$20,495.25</b>	<b>\$16,459.21</b>	<b>\$4,036.04</b>	<b>24.52 %</b>
<b>TOTAL ASSETS</b>	<b>\$684,844.74</b>	<b>\$740,487.93</b>	<b>\$ -55,643.19</b>	<b>-7.51 %</b>
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
2200 *Accounts Payable	12,615.46	20,755.31	-8,139.85	-39.22 %
<b>Total Accounts Payable</b>	<b>\$12,615.46</b>	<b>\$20,755.31</b>	<b>\$ -8,139.85</b>	<b>-39.22 %</b>
Credit Cards				

TOTAL				
	AS OF NOV 30, 2022	AS OF NOV 30, 2021 (PP)	CHANGE	% CHANGE
Chase Visa Card-JB 6354	499.79		499.79	
Chase Visa Card-LS 7998	-910.60		-910.60	
Chase Visa Card-RB 5204	1,140.66		1,140.66	
Wells Fargo Visa Card-LS 2483	0.00		0.00	
Wells Fargo Visa Card-SB 0056	0.00		0.00	
<b>Total Credit Cards</b>	<b>\$729.85</b>	<b>\$0.00</b>	<b>\$729.85</b>	<b>0.00%</b>
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	
2206.5 Prepaid Base Dues	0.00		0.00	
<b>Total 2206 Prepaid Dues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
2211 Deferred Revenue	-0.50	-0.50	0.00	0.00 %
2211.7 Deferred Revenue-Western Region Meeting	75.00		75.00	
<b>Total 2211 Deferred Revenue</b>	<b>74.50</b>	<b>-0.50</b>	<b>75.00</b>	<b>15,000.00 %</b>
2502 Capital Lease Obligation	974.44	2,207.83	-1,233.39	-55.86 %
25600 Dues Owed to National	0.00	0.00	0.00	
25610 Dues Owed to National - Current	88,039.02	45,335.45	42,703.57	94.19 %
25615 Prepaid ACEC Dues-Anniversary Billing	6,548.06	9,835.09	-3,287.03	-33.42 %
25620 Dues Owed to National - Past Due	0.00	0.00	0.00	
<b>Total 25600 Dues Owed to National</b>	<b>94,587.08</b>	<b>55,170.54</b>	<b>39,416.54</b>	<b>71.44 %</b>
25700 Accrued Payroll and Taxes	3,270.00	3,270.00	0.00	0.00 %
25800 ACCRUED VACATION	1,167.55	6,488.37	-5,320.82	-82.01 %
3315 Scholarship Donations	0.00	675.00	-675.00	-100.00 %
401 (k) Payables				
401 (k) Loan Repayment Payable	0.00		0.00	
401 (k) Payroll Deferrals Payable	0.00		0.00	
<b>Total 401 (k) Payables</b>	<b>0.00</b>		<b>0.00</b>	
PA Department of Revenue Payable	0.00	0.00	0.00	
<b>Total Other Current Liabilities</b>	<b>\$100,073.57</b>	<b>\$67,811.24</b>	<b>\$32,262.33</b>	<b>47.58 %</b>
<b>Total Current Liabilities</b>	<b>\$113,418.88</b>	<b>\$88,566.55</b>	<b>\$24,852.33</b>	<b>28.06 %</b>
<b>Total Liabilities</b>	<b>\$113,418.88</b>	<b>\$88,566.55</b>	<b>\$24,852.33</b>	<b>28.06 %</b>
Equity				
2900 Opening Bal Equity	0.00	0.00	0.00	
2960 Retained Earnings	313,919.29	651,921.38	-338,002.09	-51.85 %
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00	0.00	0.00	
Net Revenue	257,506.57		257,506.57	
<b>Total Equity</b>	<b>\$571,425.86</b>	<b>\$651,921.38</b>	<b>\$ -80,495.52</b>	<b>-12.35 %</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$684,844.74</b>	<b>\$740,487.93</b>	<b>\$ -55,643.19</b>	<b>-7.51 %</b>

# Consulting Engineers of Pennsylvania PAC

## Statement of Activity

January - November, 2022

	TOTAL
Revenue	
4001 Contributions	19,491.00
PAC Event Revenue	3,845.00
<b>Total Revenue</b>	<b>\$23,336.00</b>
GROSS PROFIT	<b>\$23,336.00</b>
Expenditures	
6002 CC Fees	516.53
6003 Legal & Professional Services	516.75
6100 Campaign Donations	9,000.00
PAC Event Expense	1,788.90
<b>Total Expenditures</b>	<b>\$11,822.18</b>
NET OPERATING REVENUE	<b>\$11,513.82</b>
NET REVENUE	<b>\$11,513.82</b>

# Consulting Engineers of Pennsylvania PAC

## Statement of Financial Position

As of November 30, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	51,586.45
<b>Total Bank Accounts</b>	<b>\$51,586.45</b>
Other Current Assets	
Undeposited Funds	164.46
<b>Total Other Current Assets</b>	<b>\$164.46</b>
<b>Total Current Assets</b>	<b>\$51,750.91</b>
<b>TOTAL ASSETS</b>	<b>\$51,750.91</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	135.15
<b>Total Accounts Payable</b>	<b>\$135.15</b>
<b>Total Current Liabilities</b>	<b>\$135.15</b>
<b>Total Liabilities</b>	<b>\$135.15</b>
Equity	
Retained Earnings	40,101.94
Net Revenue	11,513.82
<b>Total Equity</b>	<b>\$51,615.76</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$51,750.91</b>

# PA Consulting Engineers PAC

## Statement of Activity

January - November, 2022

	TOTAL
Revenue	
4000 Revenue	2,719.92
<b>Total Revenue</b>	<b>\$2,719.92</b>
GROSS PROFIT	<b>\$2,719.92</b>
Expenditures	
6000 General & Administrative	
6003 Legal & Professional Services	2,016.75
6006 Postage	8.90
<b>Total 6000 General &amp; Administrative</b>	<b>2,025.65</b>
<b>Total Expenditures</b>	<b>\$2,025.65</b>
NET OPERATING REVENUE	<b>\$694.27</b>
NET REVENUE	<b>\$694.27</b>

# PA Consulting Engineers PAC

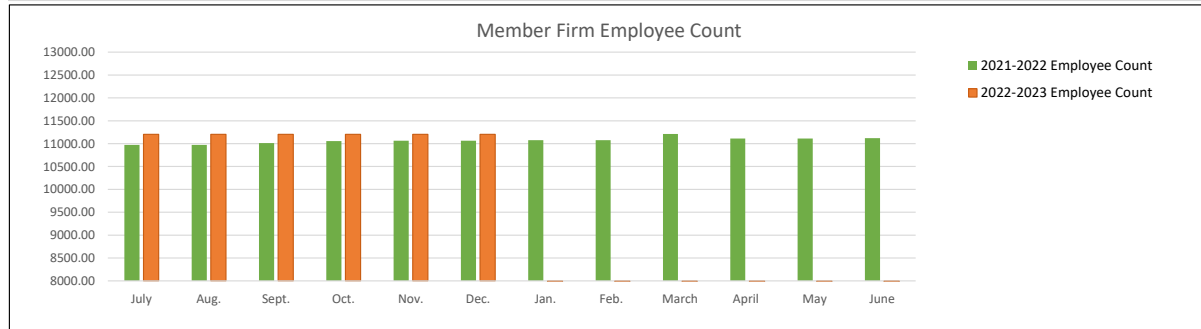
## Statement of Financial Position

As of November 30, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	3,411.79
<b>Total Bank Accounts</b>	<b>\$3,411.79</b>
Other Current Assets	
1200 Bank Clearing Account	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$3,411.79</b>
<b>TOTAL ASSETS</b>	<b>\$3,411.79</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	135.15
<b>Total Accounts Payable</b>	<b>\$135.15</b>
<b>Total Current Liabilities</b>	<b>\$135.15</b>
<b>Total Liabilities</b>	<b>\$135.15</b>
Equity	
3000 Retained Earnings	2,582.37
Net Revenue	694.27
<b>Total Equity</b>	<b>\$3,276.64</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,411.79</b>

**December 2022 Membership Reports  
Member Firms**

Month	Starting Index	Starting # Employees	Anniversary Variation Index	Anniversary Variation EE Count	New Index	New # Employees	Drop Index	Drop # Employees	2022-2023 Index	Employee Count
July	1267.30	11,180	5.23	29	7.56	22	0	0	1274.86	11,202
Aug.	1274.86	11,202	0.00	0	0.00	0	0	0	1274.86	11,202
Sept.	1274.86	11,202	0.00	0	0.00	0	0	0	1274.86	11,202
Oct.	1274.86	11,202	0.00	0	0.00	0	0	0	1274.86	11,202
Nov.	1274.86	11,202	0.00	0.00	0.00	0.00	0.00	0.00	1274.86	11,202
Dec.	1274.86	11,202	0.00	0.00	0.00	0.00	0.00	0.00	1274.86	11,202.00
Jan.										-
Feb.										-
March										-
April										-
May										-
June										-



Reconciliation from Certification	6.30.2022 Ending Index	6.30.2022 Ending EE Cnt	7.1.2022 Starting Index after cert	7.1.2022 Starting EE Cnt after cert
	1248.38	11118	1267.30	11180

Current Number of Firms: **109**  
Same Time Last Year: **106**

Anniversary Variation	Invoice Date	Index Chg	EE Count Chg
Fisher Associates	7/1/2022	-0.35	-2
Naik Consulting Group	10/1/2022	0.87	2
JHA Companies	10/1/2022	1.26	12
ATCS PLC	10/1/2022	0.24	1
GPD Group	10/1/2022	0.34	1
Lexis Group	10/1/2022	0.77	3
American Engineers Group	10/1/2022	0.11	1
CMC Engineering	10/1/2022	0.49	5
T3 Global Strategies	1/1/2023	-0.29	-2
KMJ Consulting	1/1/2023	0.21	1
Atkins North America	1/1/2023	0	0
RS&H	4/1/2023	0.87	2
Kittelson	4/1/2023	0.5	2
Borton-Lawson	4/1/2023	0.21	3
Azalea Group	7/1/2022	0	0
Envision	7/1/2022	0	0
A & A	7/1/2022	0	0

December New Member Firms		
Firm Name	Index	Employee Count
<b>Totals</b>	<b>0</b>	<b>0</b>

YTD New Member Firms		
Firm Name	Index	Employee Count
Envision	5.05	17
The Azalea Group, LLC	2.51	5
<b>Totals</b>	<b>7.56</b>	<b>22</b>

December Drop Member Firms			
Firm Name	Index	Employee Count	ACEC Reason
<b>Totals</b>	<b>0</b>	<b>0</b>	

YTD Drop Member Firms			
Firm Name	Index	Employee Count	ACEC Reason
<b>Totals</b>	<b>0.00</b>	<b>0</b>	

Reason for Drop
1. Cancelled BIT (Business Insurance Trust)
2. Cancelled LHT (Life/Health Trust)
3. Cancelled RT (Retirement Trust)
4. Closed office/retired owner
5. Cost (of membership)
6. Low value/benefit/participation
7. M&A – acquisition
8. M&A – merger
9. Non-payment of dues (MO initiated drop)
10. Other

**December Membership Reports**  
**Affiliate Members**

Month	Starting Members	New Members	Dropped Members	2022-2023 Affiliate Members
July	21	0	3	18
Aug.	18	0	0	18
Sept.	18	0	0	18
Oct.	18	0	0	18
Nov.	18	0	0	18
Dec.	18	0	0	18
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

December New Affiliate Members

YTD New Affiliate Members

December Drop Affiliate Members	Reason

YTD Drop Affiliate Members	Reason
Greyhawk	10
Percheron	10
Stell Environmental Enterprises, Inc.	10

Reason for Drop
1. Cancelled BIT (Business Insurance Trust)
2. Cancelled LHT (Life/Health Trust)
3. Cancelled RT (Retirement Trust)
4. Closed office/retired owner
5. Cost (of membership)
6. Low value/benefit/participation
7. M&A – acquisition
8. M&A – merger
9. Non-payment of dues (MO initiated drop)
10. Other _____

