



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

Board of Directors - Meeting Agenda

November 15, 2023 2:00pm
Hershey Lodge / Cocoa Boardroom
325 University Drive, Hershey, PA

Call to Order	M. Bougher
Antitrust Policy	M. Bougher
Approve September 13 th Board Meeting Minutes	M. Bougher
National Director Report (action needed)	R. Bougher
<ul style="list-style-type: none">• News from ACEC• PAC Reports• Minuteman Fund	S. Hall
Financial Report (action needed)	Smithnosky/Brackbill
<ul style="list-style-type: none">• Treasurer's Memo• September/October 2023 Financial Report• Investment Account Update	Gail Weigle (Wells Fargo)
Membership Report (action needed)	Girman/Babski
Governance Committee Report	Moore
<ul style="list-style-type: none">• By-Laws• Governance Manual	
Events Report	Babski
Government Affairs	Ritzman
Committee Reports	
<ul style="list-style-type: none">• Municipal Services• DRPA/DRJTBC• Admin	Chatary
Strategic Plan Update	Roken
Executive Director's Report	Fritz
President's Report	Maloney
<ul style="list-style-type: none">• Indemnification Update	Sailhamer
	M. Bougher



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

- PennDOT Executive Meeting

New Items

- Member Feedback

Executive Session

Adjourn

M. 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 **September 13, 2023, at 2:30 pm** **Location: Harrisburg Hilton, Harrisburg, PA**

Attendees Present:

Board Members: Mike Bougher (President), Roseline Bougher (Immediate Past President/National Director), Mark Markosky (President -Elect), Rosanna Smithnosky (Treasurer), Eric Meyer (Secretary), Tony Dougherty, Mark Kinnee, Casey Moore, Damon Rhodes, Joseph Riley, Maggie Talarico, Josh Wilson, Jim Maloney, Larry Bankert, Matt Macey, Scott Zeevaart

ACEC/PA Executive Director: Brent Sailhamer

ACEC/PA Staff: Sarah Babski, Jean Brackbill

Ex-Officio: James Ritzman (GAC Chair)

Guests: Richard Hortsmann

Not present: Mike Girman (Vice President) and Glenn Stickel,

Call to Order

Mike Bougher called the meeting to order at 2:03 PM.

1. Antitrust Policy

- Mike Bougher reminded all attendees of the Antitrust Policy that we are to uphold. The Antitrust Policy was included in the Board packet.

2. Governance Committee Report

- Casey Moore provided an update on the Governance Manual, and it is complete and posted on the ACEC website.
- Mike Bougher indicated that the financial policies and procedures needs addressed and Casey Moore indicate that it is in the governance manual. Mike Bougher stated it needs updated and Rosanna Smithnosky will coordinate with Casey Moore for the updates and changes for the financial policies and procedures.
- The By-Laws were sent out to the primary contacts of all members for ratification. Several email blasts were sent and we are still short on the number of votes to ratify the By-Laws. Sarah Babski stated there is 37 voters to date and that is short

of the 2/3rds of the membership that is needed.

- Sarah Babski will email the firms that have not responded to date. Mike Bougher said to send one more email to the member firms that did not vote and if the response is still short the Governance Committee will contact the member firms directly for the votes.

3. Events Report

- Sarah Babski provided the report on the events.
 - Scholarship Golf Outing (held on September 11, 2023)
 - 123 golfers participated with 6 volunteers.
 - The sponsorships were down from last year but overall, the event should net \$14k.
 - A silent auction was held online and raised \$1,500 with donated items from member firms.
- Infrastructure Conference (September 12th – 13th, 2023)
 - 171 registered which was up from previous year.
 - Sponsorship was up from previous year.
 - A post conference survey will be sent out to get feedback. After the feedback the location for next year will be determined.
- Regional meeting will be starting next month, and email notifications will be sent out shortly.
- PAC events are being planned in each region and will be held in the spring.
- Fall Day (November 15th, 2023) is set, and the following speakers/Topics are set:
 - Cheryl Moon-Sirianni – Executive Deputy Secretary
 - Legislative Updates
 - Mark Compton – CEO PTC
 - Hershey Park Chief Engineer (Behind the scene tour)
- Diamond Awards
 - Call for Entries are open until Mid-November
 - Added the Award for Most Valuable Subcontractor
 - Looking to increase the number of entries and two new categories were added:
 - Category N: Medium Projects
 - Category M: Construction Management/Construction Inspection
 - Looking for judges and increase from 3 to 5 judges. There have been problems getting folks to judge. The time provided has been a problem

with the number of entries. Roseline Bougher said to start asking for judges now and let them know of the tight timeframes.

- Mike Bougher asked if the Board could handle the judging and Mark Markosky brought up the concern of the perception if the board were to judge.
- Matt Macey asked if more time can be provided for the judging. Sarah Babski indicated that we could increase the time for judging.
- Larry Bankert asked if they had potential judges who should he have them contact. Sarah Babski indicated that she would be the point of contact for any potential judges.

4. Consent Agenda

- Meeting Minutes from the June 27th 1:00 pm Board meetings.
 - The Annual Meeting of the Membership was part of the June 27th Meeting minutes and need to be pulled out of consent and will be acted on next meeting.
 - Mark Markosky had several comments on the June 27th meeting minutes that was to add him to the attendees present and the spelling of Treasurer needs fixed on page 2 section 5(f).
 - Scott Zeevaart indicated his name was misspelled.
 - Larry Bankert indicated that he was remote.
 - Tony Dougherty indicated that he was present.

Mike Bougher made a motion to accept the 1:00 pm Board meeting minutes with the changes above. Mark Markosky moved, Tony dougherty 2nd, all in favor.

- Meeting Minutes from the June 27th 3:30 pm Board meeting.

Mike Bougher made a motion to accept the 3:30 pm Board meeting minutes. Casey Moore moved, Damon Rhodes 2nd, all in favor.

5. Financial Report

- Rosanna Smithnosky indicated the financial packet is through July and went over the items of notes provided in the Board packet.
- Jean Brackbill went over the reporting and explained the revised reporting. The Dues were updated as of 9/13. She indicated that 73 out of 116 member firms and 8 out of 16 affiliate members have paid their dues. Overall Dues is \$515k and \$292k are paid to date.
- Roseline Bougher asked about the auditing and if it was every three (3) years. It

was confirmed and next year will be the audited year.

- Roseline Bougher asked if we are up to date with our dues to National and Brent Sailhamer indicated that we are and got confirmation from National and we are making quarterly payments to National.
- The PAC reporting was brought up and Brent Sailhamer stated a couple of more contributions were made to the PAC from James Maloney and Matt Macey.

Motion was made to accept the financial report. Roseline Bougher moved, Damon Rhodes 2nd, all in favor

6. Membership Report

- Sarah Babski provided the report for Mike Girman.
- Tectonic Engineering became a new member firm and we lost member firm Great Valley Management Corp and affiliate member Advance 2000, Inc. The reason for the two firms dropping is not known and we are trying to obtain.
- Jean Brackbill noted that T3 who dropped previously did not pay their dues that covered January through June.
- The membership committee is working on the Hot Prospect List.
- Rosanna Smithnosky is working with Mike Girman to reach out to the current members for feedback and will add that to the committee task. They will get with the board to assist with contacting the member firms.
- Matt Macey indicated an affiliate firm reached out to him to see about getting more involved and what can be done. Rose Bougher said they could become full members and get involved as she did not believe the by-laws prohibited that.
- Casey Moore looked into this and found that the affiliate firm would need to have a PE to become a full member. Matt Macey will follow up with the affiliate firm.

Motion was made to accept the membership report. Tony Dougherty moved, Mark Markosky 2nd, all in favor

7. National Director Report

- Roseline Bougher provided the report.
- Roseline Bougher indicated she wanted to send an email to the membership to solicit for the National PAC and she was looking for full board support. Brent Sailhamer raised the concern about soliciting PAC Contributions by email. Roseline questioned if this is not possible how do we solicit for the National PAC. Brent will look into this and get back to Rose. Rose indicated that this needs to get resolved as the National PAC is up in November.
- James Maloney asked for the Do's & Don'ts for the soliciting PAC contributions as the Regional meetings are starting up next month. Mike Bougher asked Brent to get this together quickly and send out to the regional chairs.
- Rose Bougher asked the status of the PAC goals and Brent indicated the goals and Sarah Babski indicated that all board members are current on the PAC

contributions.

- Larry Bankert asked if we could get the State PAC information and Sarah indicated that it is on the ACEC website.
- Rose Bougher stated that the State PAC needs to be pushed at the regional events. James Maloney stated that we need to make it as easy as possible to contribute like using a QR Code. How the PAC payments are made was discussed and how the State vs. National methods are different due to the regulations.
- Jean Brackbill mentioned the possibility of perpetual donor payments is possible for making contributions as well.
- Mike Bougher asked Brent Sailhamer to get with Commonwealth Compliance Systems (CCS) to report on what can be done so we keep all of our methods in line with the regulations.
- Rose forwarded the past CCS memo from last year that provided guidance but was not very clear. The memo indicated to contact them for conformance.

Motion was made to accept the National Directors report. Damon Rhodes moved, Larry Bankert 2nd, all in favor.

8. Executive Director's Report

- Brent Sailhamer provided the Executive Director's report.
- Brent stated that testimony was requested concerning transit funding. He will draft the testimony and provide for board review.
- Brent also indicated the request for written testimony on the Automated Work Zone Enforcement and Brent will draft the written testimony and provide to the board.
- Brent brought up the recently completed Infrastructure Conference and the feedback from last years' conference and will compare to the comments received in the post conference survey. Mike Bougher stated the one comment from last year was the membership wanted more networking time. Rose Bougher said the level of speakers was excellent and hope the comments reflects that. Rosanna Smithnosky commented on the leadership session and the interaction was good and positive and hope this can be kept in future conferences.

9. President's Report

- Mike Bougher provided the President's report.

Indemnification

- Indemnification is getting close, but PennDOT is trying to separate field work and office work in the current indemnification wording. Still working through Tony Potter to get this completed.
- Brent Sailhamer and Rose Bougher are meeting with Rep. Langerholc to discuss legislation on indemnification and being a potential sponsor.
- Larry Bankert asked about AIA and if they were included in the discussion and Rose

Bougher indicated that they have been contacted and have not had any response from them.

- The PTC was raised on their stance on indemnification and Rose Bougher stated that they are on board and are in the loop but are just waiting for PennDOT to make the change.

Wage Rates

- Tony Dougherty provided an update on the wage rates. Tony is still working with Cheryl Moon-Sirianni and Mike Rebert on this and working on the Strike-Off letter. There will be a 4-to-5-week lag on the rate changes when the Strike-Off letter is sent out.
- Tony stated that Michelle Harter indicated that the union contract was needed plus some legislative action and that was news to Tony and the group working on the wage rates.
- Tony has gathered and is providing the neighboring states rates to provide to PennDOT. Still working with Cheryl and Mike on the regional rates. Construction Services committee has a subgroup working on this as well.

Mentor/Protégé Program

- Rosanna Smithnosky and Brent provided an update on the Montor/Protégé Program and this program is being re-visioned. Looking at potentially having a MPP firm present at a regional meeting.
- Brent brought up the question that was asked at the conference from KS Engineering concerning them being a MBE and DB firm but not a DBE and this was already addressed and no further consideration is needed.

10. New Items

- Mike Bougher brought up new items and informed the board that a new Workforce Development Committee is being made with Todd Morris as the Chair. Casey Moore brought up partnering with other associations to deal with workforce development. Mike Bougher asked if anyone on the board had any staff that would be good to participate on the new committee and pass them along.
- There was a Senior Leadership session at the Infrastructure Conference that Rose Bougher was the speaker and led the session. Rose provided an update of the session and purpose was to find the issues that is affecting the membership. She surveyed the attendees and found the top five issues raised and they were the following:
 - Mutual Gains – Need to develop version 2.0 and address digital delivery. Scott Zeevaart brought up that his take from Michele Harter is this is not on PennDOT's radar and they have no interest in going down this path again.

- Supplements (Working prior to approval) - This is a problem and the stance from Michele Harter at PennDOT is to not work prior to the approval of the supplement. The membership raised this as they are being directed to deliver project knowing the process is still ongoing. PTC allows advance NTP and PennDOT does not use them.
- Average Hourly Rates – Still going on and it appears to be in the western part of the state.
- Escalation – This was mentioned and one of the members indicated that there is a process in Publication 93 that addresses adjusting escalation.
- Maximum Rate – the question was asked if there was a max rate and if so what is it and what triggers a denial in ECMS of proposed rates.
 - Rose Bougher indicated that these items need addressed and followed up with the membership.
 - These items will be brought up at the quarterly meeting with Secretary Carroll, Cheryl Moon-Sirianni, and Mike Rebert.
- There was a session on the Benefits of your ACEC/PA Membership and was moderated by Brent Sailhamer with Board members Casey Moore, Mark Markosky, and Rosanna Smithnosky on the panel. The panel provided a summary of the session, and the feedback was positive. Rosanna mentioned there is ongoing efforts to see how to get more folks involved in ACEC Committees.
- The Committee Portal is not being renewed and will expire in April. Need to look into notifications for committee meetings and signing up for committees. Mike Bougher stated that the current ACEC website needs to be revamped and that should be considered. Mark Markosky said why not use Teams for the committees as some of this can be handled within Teams.
- Mike Bougher introduced James Ritzman as the new GAC and will be added to the future agendas.
- James Maloney asked about the Regional Meeting Sponsorships and what is allowed from our sponsors. It was asked is a 1–2-minute talk at the beginning of the meetings and if a booth be displayed from the sponsor. A discussion was had, and the outcome was that the sponsorships will get the same as last year which is Acknowledgement on screen and from the podium at the meeting.

Motion made to adjourn the meeting. Casey Moore moved, Tony Dougherty 2nd, Unanimously approved.

FIRST NAME	LAST NAME	PAC to PAC	AMOUNT	RECEIPT DATE	RECEIPT TYPE	EMPLOYER
		Transsystems Corporation PAC	350	4/25/2023 0:00	Check	
Roseline	Bougher		600	3/2/2023 17:10	Credit Card	A. D. Marble & Co., Inc.
Michael	Girman		600	5/2/2023 17:55	Credit Card	AECOM
Josh	Wilson		600	9/11/2023 7:11	Credit Card	ATCS PLC
Matthew	Macey		500	9/9/2023 9:43	Credit Card	CDR Maguire
Margaret	Talarico		600	4/3/2023 0:00	Credit Card	Foresight Construction Services, LLC
D.	Veydt		400	1/16/2023 9:26	Credit Card	Gannett Fleming, Inc.
D.	Veydt		100	1/16/2023 9:30	Credit Card	Gannett Fleming, Inc.
Scott	Zeevaart		500	6/28/2023 8:23	Credit Card	Gannett Fleming, Inc.
Ernest	Hanna		1000	6/11/2023 0:00	Credit Card	GZA Geoenvironmental, Inc.
Billy	Ditchey		250	9/7/2023 0:00	Credit Card	Harbor Business Compliance Corporation DBA Harbor Compliance
Jordan	Sinopoli		250	9/7/2023 0:00	Credit Card	Harbor Business Compliance Corporation DBA Harbor Compliance
Joseph	Riley		100	6/21/2023 0:00	Credit Card	HDR ENGINEERING, INC.
Joseph	Riley		400	3/28/2023 18:07	Credit Card	HDR ENGINEERING, INC.
Matthew	Natale		400	5/10/2023 10:06	Credit Card	Johnson, Mirmiran & Thompson
James	Maloney		500	7/3/2023 9:46	Credit Card	Johnson, Mirmiran & Thompson
Barry	Epley		200	5/31/2023 13:05	Credit Card	Johnson, Mirmiran & Thompson, Inc.
Larry	Bankert		500	9/8/2023 15:33	Credit Card	Kimley-Horn and Associates, Inc.
Damon	Rhodes		500	6/27/2023 13:42	Credit Card	Larson Design Group, Inc.
Casey	Moore		100	3/31/2023 14:53	Credit Card	McMahon Associates, Inc.
Casey	Moore		400	3/31/2023 14:50	Credit Card	McMahon Associates, Inc.
Donna	Newell		500	11/2/2023 15:24	Credit Card	NTM Engineering, Inc.
Andrew	Pennoni		100	5/18/2023 12:26	Credit Card	Pennoni
James	Markham		200	10/5/2023 10:44	Credit Card	Pennoni
Andrew	Pennoni		200	10/3/2023 20:08	Credit Card	Pennoni
Andrew	Pennoni		100	9/11/2023 14:23	Credit Card	Pennoni
Todd	Morris		400	10/2/2023 0:00	Credit Card	Pennoni Associates Inc.
Glenn	Stickel		500	5/2/2023 13:38	Credit Card	SAI Consulting Engineers, Inc.
Michael	Bougher		600	2/10/2023 8:29	Credit Card	Stantec
Rosanna	Smithnosky		400	3/31/2023 16:01	Credit Card	Susquehanna Civil, Inc.
Marc	Pinto		200	1/23/2023 11:55	Credit Card	Susquehanna Civil, Inc.
Shane	Ritenour		100	9/25/2023 6:24	Credit Card	The Markosky Engineering Group, Inc.
Mark	Markosky		1000	1/17/2023 8:26	Credit Card	The Markosky Engineering Group, Inc.
Kevin	Johnson		400	9/18/2023 21:48	Credit Card	Traffic Planning & Design, Inc.
Anthony	Dougherty		500	5/24/2023 15:34	Credit Card	Traffic Planning and Design, Inc.
Mark	Kinnee		500	4/26/2023 13:03	Credit Card	Urban Engineers, Inc.
Eric	Meyer		600	1/17/2023 11:27	Credit Card	Whitman Requardt and Associates, LLP
TOTAL			15150			

Consulting Engineers of Pennsylvania PAC

Statement of Activity by Month

January - October, 2023

	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEP 2023	OCT 2023	TOTAL
Revenue											
4001 Donations	2,100.00	1,250.00	1,450.00	2,500.00	1,500.00	3,000.00		1,000.00	1,500.00	600.00	\$14,900.00
PAC Event Revenue	1,105.00										\$1,105.00
Total Revenue	\$3,205.00	\$1,250.00	\$1,450.00	\$2,500.00	\$1,500.00	\$3,000.00	\$0.00	\$1,000.00	\$1,500.00	\$600.00	\$16,005.00
GROSS PROFIT	\$3,205.00	\$1,250.00	\$1,450.00	\$2,500.00	\$1,500.00	\$3,000.00	\$0.00	\$1,000.00	\$1,500.00	\$600.00	\$16,005.00
Expenditures											
6002 CC Fees	68.51	37.15	19.45	46.95	29.60	47.25		14.80	29.60	18.60	\$311.91
6003 Legal & Professional Services		135.15						500.00	135.15	-364.85	\$405.45
PAC Event Expense			1,523.67								\$1,523.67
Total Expenditures	\$68.51	\$172.30	\$1,543.12	\$46.95	\$29.60	\$47.25	\$0.00	\$514.80	\$164.75	\$ -346.25	\$2,241.03
NET OPERATING REVENUE	\$3,136.49	\$1,077.70	\$ -93.12	\$2,453.05	\$1,470.40	\$2,952.75	\$0.00	\$485.20	\$1,335.25	\$946.25	\$13,763.97
NET REVENUE	\$3,136.49	\$1,077.70	\$ -93.12	\$2,453.05	\$1,470.40	\$2,952.75	\$0.00	\$485.20	\$1,335.25	\$946.25	\$13,763.97

PA Consulting Engineers PAC

Statement of Activity

January - October, 2023

	TOTAL
Revenue	
Total Revenue	
GROSS PROFIT	\$0.00
Expenditures	
6000 General & Administrative	
6001 Bank Service Charges	10.00
6003 Legal & Professional Services	2,905.45
Total 6000 General & Administrative	2,915.45
Total Expenditures	\$2,915.45
NET OPERATING REVENUE	\$ -2,915.45
NET REVENUE	\$ -2,915.45



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

Financial Report – Treasurer’s Notes

Items of note:

Financial Reporting is through **September 2023** (25% into fiscal year)

A. Budget versus Actuals

1. Gross Profit YTD is on track.
2. Total Expenditures YTD is on track.
3. Net Revenue YTD is positive. This is due to the timing of nonmonthly revenue/expense and not necessarily an indicator that we are trending this way.
4. Net Revenue from Infrastructure Conference exceeded budget.
5. We have had some revenue and expense occurrences that do not align with the budget (such as membership cancellations, operating expense vendor cost increases). We are keeping an eye on this as it is early in the FY and event net revenues may offset this.
6. Membership Dues Collections behind
 - a. Overall dues collections are at 80%, this is less than we expected based on invoice schedule. Outreach efforts have started.
 - b. Affiliate Dues collections are further behind at 56%.

B. Statement of Financial Position

1. Total Equity 2023 versus 2022 is lower due to changes in accounting procedures for FY 2023-2024. Membership dues revenue is recorded as earned revenue on a monthly basis (as opposed to prior years where it was applied when received). Also, event revenue/expense is recorded in the proper financial period that coincides with the date of the event.

C. CEPA PAC – Statement of Activity & Statement of Financial Position

1. The August \$500 Professional Service Fee was for Commonwealth Compliance and was inadvertently charged to this account. The CEPA PAC account was reimbursed the \$500 expense item from the General Operating Fund.

D. PaCE PAC – Statement of Activity & Statement of Financial Position

1. Monthly payments of \$500 for Commonwealth Compliance continued to come out of this account until it is depleted.



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

2. As planned, this account will be closed out in November 2023 due to depletion of funds.
 3. Commonwealth Compliance payments will then come out of the Operating Fund, this was accounted for in the 2023-24 Budget.
- E. Wells Fargo (WF) Investment Account
1. Annual Investment Account performance reporting to the Board has been added to our process. The purpose is to keep the Board apprised of conditions for Board oversight and to provide opportunities to ask questions.

Rosanna Smithnosky, P.E.
ACEC/PA Treasurer

	A	J	AX	AY	BA	BB
1	American Council of Engineering Companies of Penns					
2	Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L					
3	July 2023 - June 2024					
4						
5		Sept 2023 Actual	YTD as of Sept 2023 Actual	FYE 2024 Budget	% of Budget	
6	Revenue					
7	Dues Income					
8	3001 Base ACEC/PA Dues	4,586.14	13,811.45	56,500.00	24.45%	
9	3002 ACEC/PA Dues	35,347.27	106,289.76	424,364.32	25.05%	
10	3003 Affiliate Dues	2,665.47	7,861.11	32,148.00	24.45%	
11	3005 ACEC Dues Rounding Difference		0.00	50.00	0.00%	
12	Total Dues Income	42,598.88	127,962.32	513,062.32	24.94%	NOTE 1
13	Events & Region Meetings/Special Events Income					
14	Events Income					
17	Total Annual Leadership Meeting Income	0.00	0.00	69,125.00	0.00%	
20	Total Diamond Awards Income	0.00	0.00	69,700.00	0.00%	
23	Total Fall Day Income	0.00	0.00	35,500.00	0.00%	
26	Total Govt Affairs Event Income	0.00	0.00	13,200.00	0.00%	
30	Total Infrastructure Conference Income	67,422.00	67,422.00	56,900.00	118.49%	
33	Total Legislative Day Income	0.00	0.00	18,000.00	0.00%	
39	Total Scholarship Golf Outing Income	34,905.00	34,905.00	42,540.00	82.05%	
40	Total Events Income	102,327.00	102,327.00	304,965.00	33.55%	
41	Events-Region Meetings/Special Events Income					
42	Central Region Meeting Income		0.00	18,300.00	0.00%	
43	Eastern Region Meeting Income		0.00	23,700.00	0.00%	
44	Western Region Meeting Income		0.00	39,950.00	0.00%	
45	Total Events-Region Meetings/Special Events Income	0.00	0.00	81,950.00	0.00%	
46	Total Events & Region Meetings/Special Events Income	102,327.00	102,327.00	386,915.00	26.45%	NOTE 2
47	Member Directory Income		0.00	1,200.00	0.00%	NOTE 3
48	Misc Income	1.01	243.49	200.00	121.75%	
49	Royalty Income-ACEC BIT		0.00	2,000.00	0.00%	
50	Total Revenue	144,926.89	230,532.81	903,377.32	25.52%	
51	Gross Profit	144,926.89	230,532.81	903,377.32	25.52%	
52	Expenditures					
53	Events & Special Projects Expense					
54	Events Expense					
57	Total Annual Leadership Meeting Expense	0.00	0.00	59,185.00	0.00%	
60	Total Diamond Awards Expense	0.00	0.00	60,380.00	0.00%	
63	Total Fall Day Expense	0.00	0.00	20,850.00	0.00%	
66	Total Govt Affairs Breakfast Expense DO NOT USE	0.00	0.00	0.00		
69	Total Govt Affairs Event Expense	0.00	0.00	5,110.00	0.00%	
75	Total Infrastructure Conference Expense	45,284.13	45,284.13	39,625.00	114.28%	
78	Total Legislative Day Expenses	0.00	0.00	10,650.00	0.00%	
86	Total Scholarship Golf Outing Expense	21,018.54	21,018.54	42,540.00	49.41%	
87	Total Events Expense	66,302.67	66,302.67	238,340.00	27.82%	
88	Events-Region Meetings/Special Events Expense					
91	Total Central Region Meeting Expense	0.00	0.00	6,943.00	0.00%	
94	Total Eastern Region Meeting Expense	0.00	0.00	14,000.00	0.00%	
97	Total Western Region Mtg Expense	0.00	0.00	20,180.00	0.00%	
98	Total Events-Region Meetings/Special Events Expense	0.00	0.00	41,123.00	0.00%	NOTE 4
99	Special Projects Expense		0.00	0.00		

	A	J	AX	AY	BA	BB
100	PennDOT Innovations Challenge Expense		0.00	1,500.00	0.00%	
103	Total Safety Stand Down Expense	0.00	0.00	500.00	0.00%	
104	Total Special Projects Expense	0.00	0.00	2,000.00	0.00%	
105	Total Events & Special Projects Expense	66,302.67	66,302.67	281,463.00	23.56%	
106	General Operating and Administrative Expenses					
107	Advertising Expense		52.50	200.00	26.25%	
111	Total Auto Expense	258.43	717.84	1,150.00	62.42%	
112	Auto Lease	530.84	1,592.52	6,370.00	25.00%	
113	Bank / Credit Card Fees	1,434.41	4,415.94	14,000.00	31.54%	
116	Total Board Expenses	1,348.36	1,348.36	7,000.00	19.26%	
117	Committee Expense		0.00	250.00	0.00%	
118	Depreciation Expense	515.43	1,546.29	6,585.16	23.48%	
123	Total Dues/Subscriptions Expense	10,241.15	25,645.53	38,562.00	66.50%	NOTE 5
129	Total Insurance Expense	324.37	4,117.16	7,340.00	56.09%	NOTE 6
130	Internet Services Expense	309.33	842.11	3,250.00	25.91%	
131	Member-Related (non-travel) Expense		139.48	1,550.00	9.00%	
132	Misc Expense		1.00	50.00	2.00%	
139	Total Office Supplies/Copier Expense	75.44	2,116.26	3,830.00	55.25%	
150	Total Personnel Expense	27,746.58	77,550.90	380,410.00	20.39%	
151	Postage Expense		6.45	250.00	2.58%	
152	Prof Dev/Meetings Expense		136.25	3,000.00	4.54%	
159	Total Professional Services Expense	7,745.28	21,030.46	91,300.00	23.03%	
160	Rent Expense	3,735.28	11,205.84	44,425.00	25.22%	
161	Telephone Expense	570.05	1,702.97	7,500.00	22.71%	
162	Tenant Improvements Expense		0.00	250.00	0.00%	
166	Total Travel Expense	73.19	90.21	7,500.00	1.20%	
167	Total General Operating and Administrative Expenses	54,908.14	154,258.07	624,772.16	24.69%	
168	Member Directory Expense		0.00	0.00		
169	Total Expenditures	121,210.81	220,560.74	906,235.16	24.34%	
170	Net Operating Revenue	23,716.08	9,972.07	(2,857.84)	-348.94%	NOTE 7
171	Other Revenue					
177	Total Bank/Investment Account Interest Income	37.43	94.83	200.00	47.42%	
178	Investment Account Unrealized Gain/Loss	(3,345.26)	(3,505.62)	0.00		
179	Total Other Revenue	(3,307.83)	(3,410.79)	200.00	-1705.40%	
180	Net Other Revenue	(3,307.83)	(3,410.79)	200.00	-1705.40%	
181	Net Revenue	20,408.25	6,561.28	(2,657.84)	-246.87%	

American Council of Engineering Companies of Penns

Statement of Financial Position Comparison

As of September 30, 2023

	TOTAL			
	AS OF SEP 30, 2023	AS OF SEP 30, 2022 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
Wells Fargo Checking Account-Gen Op Fund 5407	547,501.64	592,043.43	-44,541.79	-7.52 %
Wells Fargo Investment Account-Long Term 9758	83,394.27	79,512.60	3,881.67	4.88 %
Wells Fargo Investment Account-Short Term 4856	27,275.08	25,964.30	1,310.78	5.05 %
Wells Fargo MM Account-Scholarship Fund 4135	9,140.71	21,128.50	-11,987.79	-56.74 %
Total Bank Accounts	\$667,311.70	\$718,648.83	\$ -51,337.13	-7.14 %
Accounts Receivable				
1200 *Accounts Receivable	174,746.88	21,755.01	152,991.87	703.25 %
1201 Allowance for Bad Debts	0.00	0.00	0.00	
Total Accounts Receivable	\$174,746.88	\$21,755.01	\$152,991.87	703.25 %
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	12,816.85	1,600.00	11,216.85	701.05 %
1210.2 Prepaid Insurance	6,412.46	2,306.48	4,105.98	178.02 %
1210.3 Prepaid Expenses	1,823.02	1,583.66	239.36	15.11 %
1210.4 Prepaid Expense-EZ Pass	54.09		54.09	
Total 1210 Prepaid Expenses	21,106.42	5,490.14	15,616.28	284.44 %
1499 Undeposited Funds	7,258.18	18,186.99	-10,928.81	-60.09 %
Accrued Revenue	0.00		0.00	
Total Other Current Assets	\$28,364.60	\$23,677.13	\$4,687.47	19.80 %
Total Current Assets	\$870,423.18	\$764,080.97	\$106,342.21	13.92 %
Fixed Assets				
1062 Office Equipment	0.00	0.00	0.00	
1062A Original Cost	44,173.78	42,586.96	1,586.82	3.73 %
1062B Accumulated Depreciation	-33,869.28	-27,684.12	-6,185.16	-22.34 %
Total 1062 Office Equipment	10,304.50	14,902.84	-4,598.34	-30.86 %
1063 Leasehold Improvements	3,410.00	3,410.00	0.00	0.00 %
Total Fixed Assets	\$13,714.50	\$18,312.84	\$ -4,598.34	-25.11 %
TOTAL ASSETS	\$884,137.68	\$782,393.81	\$101,743.87	13.00 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2200 *Accounts Payable	64,134.84	48,934.64	15,200.20	31.06 %
Total Accounts Payable	\$64,134.84	\$48,934.64	\$15,200.20	31.06 %
Credit Cards				
Chase Visa Card-BS 3877	1,096.74		1,096.74	
Chase Visa Card-JB 6354	0.00		0.00	
Chase Visa Card-JB3885	4.62		4.62	
Chase Visa Card-LS 7998	0.00	0.00	0.00	
Chase Visa Card-RB 5204	0.00		0.00	
Chase Visa Card-SB 0927	0.00		0.00	
Chase Visa Card-SB 3893	8,233.10		8,233.10	
Wells Fargo Visa Card-LS 2483	0.00	0.00	0.00	
Wells Fargo Visa Card-SB 0056	0.00	0.00	0.00	
Total Credit Cards	\$9,334.46	\$0.00	\$9,334.46	0.00%

	TOTAL			
	AS OF SEP 30, 2023	AS OF SEP 30, 2022 (PY)	CHANGE	% CHANGE
Other Current Liabilities				
2206 Deferred Revenue-Dues	0.00	0.00	0.00	
2206.1 Deferred Revenue-Firm Dues	318,125.43	0.00	318,125.43	
2206.2 Deferred Revenue-Index Dues	0.00	0.00	0.00	
2206.3 Deferred Revenue-Dues-ACEC Dues	0.00	0.00	0.00	
2206.4 Deferred Revenue-Affiliate Dues	23,989.22	0.00	23,989.22	
2206.5 Deferred Revenue-Base Dues	41,275.22	0.00	41,275.22	
Total 2206 Deferred Revenue-Dues	383,389.87	0.00	383,389.87	
2211 Deferred Revenue-Events	0.00	0.00	0.00	
2206.6 Deferred Revenue-Government Affairs Event	1,200.00		1,200.00	
2211.1 Deferred Revenue-Diamond Awards	6,400.00		6,400.00	
2211.2 Deferred Revenue-Fall Day	7,725.00		7,725.00	
2211.3 Deferred Revenue-Infrastructure Conference	1,300.00		1,300.00	
2211.4 Deferred Revenue-Annual Leadership Meeting	6,175.00		6,175.00	
2211.5 Deferred Revenue-Legislative Day	12,744.75		12,744.75	
2211.6 Deferred Revenue-Scholarship Golf Outing	0.00		0.00	
2211.7 Deferred Revenue-Western Region Meeting	5,675.00		5,675.00	
2211.8 Deferred Revenue-Central Region	4,525.00		4,525.00	
2211.9 Deferred Revenue-Eastern Region	8,655.00		8,655.00	
Total 2211 Deferred Revenue-Events	54,399.75	0.00	54,399.75	
2212.1 Deferred Revenue-Directory Ads	1,400.00		1,400.00	
2502 Capital Lease Obligation	-70.71	1,182.00	-1,252.71	-105.98 %
25500 Sales Tax Payable	0.00		0.00	
25600 Due to ACEC-Membership Dues	0.00	0.00	0.00	
25610 Due to ACEC-Current Membership Dues	118,540.02	74,530.65	44,009.37	59.05 %
25615 Due to ACEC-Anniversary Membership Dues Billing	0.00	6,546.85	-6,546.85	-100.00 %
25620 Due to ACEC-Past Due Membership Dues	0.00	0.00	0.00	
Total 25600 Due to ACEC-Membership Dues	118,540.02	81,077.50	37,462.52	46.21 %
25700 Accrued Payroll and Taxes	0.00	0.00	0.00	
25800 ACCRUED VACATION	4,127.94	-38.47	4,166.41	10,830.28 %
3315 Scholarship Donations	0.00	0.00	0.00	
401 (k) Payables				
401 (k) Loan Repayment Payable	0.00		0.00	
401 (k) Payroll Deferrals Payable	0.00		0.00	
Total 401 (k) Payables	0.00		0.00	
Accrued Expense	94.02		94.02	
Due to CEPA PAC	500.00		500.00	
PA Department of Revenue Payable	0.00	0.00	0.00	
Total Other Current Liabilities	\$562,380.89	\$82,221.03	\$480,159.86	583.99 %
Total Current Liabilities	\$635,850.19	\$131,155.67	\$504,694.52	384.81 %
Total Liabilities	\$635,850.19	\$131,155.67	\$504,694.52	384.81 %
Equity				
2900 Opening Bal Equity	0.00	0.00	0.00	
2960 Retained Earnings	241,726.21	313,408.63	-71,682.42	-22.87 %
3100 Scholarship (Golf Outing) Restricted Net Assets	0.00	0.00	0.00	
Net Revenue	6,561.28	337,829.51	-331,268.23	-98.06 %
Total Equity	\$248,287.49	\$651,238.14	\$ -402,950.65	-61.87 %
TOTAL LIABILITIES AND EQUITY	\$884,137.68	\$782,393.81	\$101,743.87	13.00 %

Consulting Engineers of Pennsylvania PAC

Statement of Financial Position Comparison

As of September 30, 2023

	TOTAL			
	AS OF SEP 30, 2023	AS OF SEP 30, 2022 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
1001 Wells Fargo Checking	66,964.30	57,798.13	9,166.17	15.86 %
Total Bank Accounts	\$66,964.30	\$57,798.13	\$9,166.17	15.86 %
Other Current Assets				
Undeposited Funds	0.00	75.00	-75.00	-100.00 %
Total Other Current Assets	\$0.00	\$75.00	\$ -75.00	-100.00 %
Total Current Assets	\$66,964.30	\$57,873.13	\$9,091.17	15.71 %
TOTAL ASSETS	\$66,964.30	\$57,873.13	\$9,091.17	15.71 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable (A/P)	135.15	0.00	135.15	
Total Accounts Payable	\$135.15	\$0.00	\$135.15	0.00%
Total Current Liabilities	\$135.15	\$0.00	\$135.15	0.00%
Total Liabilities	\$135.15	\$0.00	\$135.15	0.00%
Equity				
Retained Earnings	54,511.43	40,101.94	14,409.49	35.93 %
Net Revenue	12,317.72	17,771.19	-5,453.47	-30.69 %
Total Equity	\$66,829.15	\$57,873.13	\$8,956.02	15.48 %
TOTAL LIABILITIES AND EQUITY	\$66,964.30	\$57,873.13	\$9,091.17	15.71 %

Consulting Engineers of Pennsylvania PAC

Statement of Activity by Month

January - September, 2023

	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEP 2023	TOTAL
Revenue										
4001 Donations	2,100.00	1,250.00	1,450.00	2,500.00	1,500.00	3,000.00		1,000.00	1,000.00	\$13,800.00
PAC Event Revenue	1,105.00									\$1,105.00
Total Revenue	\$3,205.00	\$1,250.00	\$1,450.00	\$2,500.00	\$1,500.00	\$3,000.00	\$0.00	\$1,000.00	\$1,000.00	\$14,905.00
GROSS PROFIT	\$3,205.00	\$1,250.00	\$1,450.00	\$2,500.00	\$1,500.00	\$3,000.00	\$0.00	\$1,000.00	\$1,000.00	\$14,905.00
Expenditures										
6002 CC Fees	68.51	37.15	19.45	46.95	29.60	47.25		14.80	29.60	\$293.31
6003 Legal & Professional Services		135.15						500.00	135.15	\$770.30
PAC Event Expense			1,523.67							\$1,523.67
Total Expenditures	\$68.51	\$172.30	\$1,543.12	\$46.95	\$29.60	\$47.25	\$0.00	\$514.80	\$164.75	\$2,587.28
NET OPERATING REVENUE	\$3,136.49	\$1,077.70	\$ -93.12	\$2,453.05	\$1,470.40	\$2,952.75	\$0.00	\$485.20	\$835.25	\$12,317.72
NET REVENUE	\$3,136.49	\$1,077.70	\$ -93.12	\$2,453.05	\$1,470.40	\$2,952.75	\$0.00	\$485.20	\$835.25	\$12,317.72

PA Consulting Engineers PAC

Statement of Financial Position

As of September 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 Wells Fargo Checking	1,141.49
Total Bank Accounts	\$1,141.49
Other Current Assets	
1200 Bank Clearing Account	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$1,141.49
TOTAL ASSETS	\$1,141.49
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	135.15
Total Accounts Payable	\$135.15
Total Current Liabilities	\$135.15
Total Liabilities	\$135.15
Equity	
3000 Retained Earnings	3,276.64
Net Revenue	-2,270.30
Total Equity	\$1,006.34
TOTAL LIABILITIES AND EQUITY	\$1,141.49

PA Consulting Engineers PAC

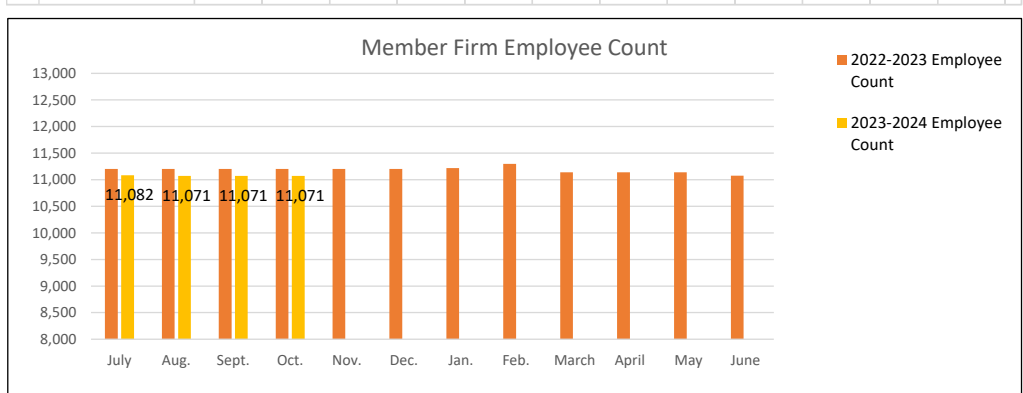
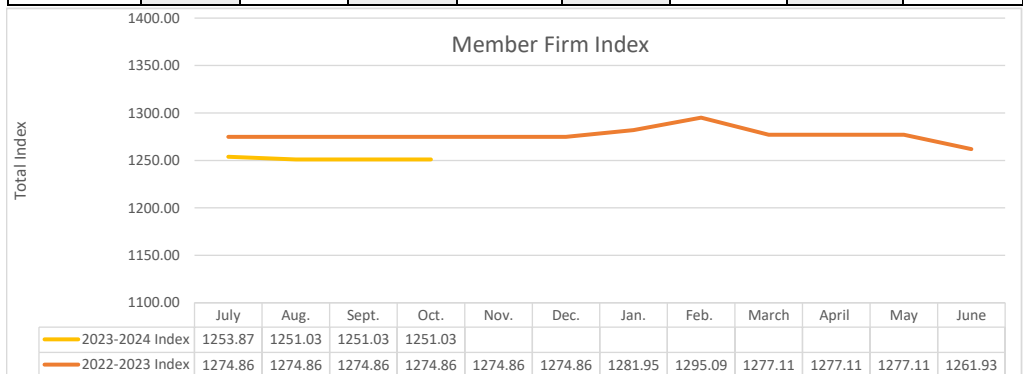
Statement of Activity

January - September, 2023

	TOTAL
Revenue	
Total Revenue	
GROSS PROFIT	\$0.00
Expenditures	
6000 General & Administrative	
6003 Legal & Professional Services	2,270.30
Total 6000 General & Administrative	2,270.30
Total Expenditures	\$2,270.30
NET OPERATING REVENUE	\$ -2,270.30
NET REVENUE	\$ -2,270.30



Month	Starting Index	Starting # Employees	New Index	New # Employees	Drop Index	Drop # Employees	2023-2024 Index	Employee Count
July	1253.87	11,082	0.00	0	0.00	0	1253.87	11,082
Aug.	1253.87	11,082	1.49	2	4.33	13	1251.03	11,071
Sept.	1251.03	11,071	0.00	0	0.00	0	1251.03	11,071
Oct.	1251.03	11,071	0.00	0	0.00	0	1251.03	11,071
Nov.								
Dec.								
Jan.								
Feb.								
March								
April								
May								
June								



Reconciliation from Certification	6.30.2023 Ending Index	6.30.2023 Ending EE Cnt	7.1.2023 Starting Index after cert	7.1.2023 Starting EE Cnt after cert
	1261.93	110775	1253.87	11082

Current Number of Firms:	110
Same Time Last Year:	107

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. Waiting for response

September New Member Firms		
<u>Firm Name</u>	<u>Index</u>	<u>Employee Count</u>
Totals	0.00	0

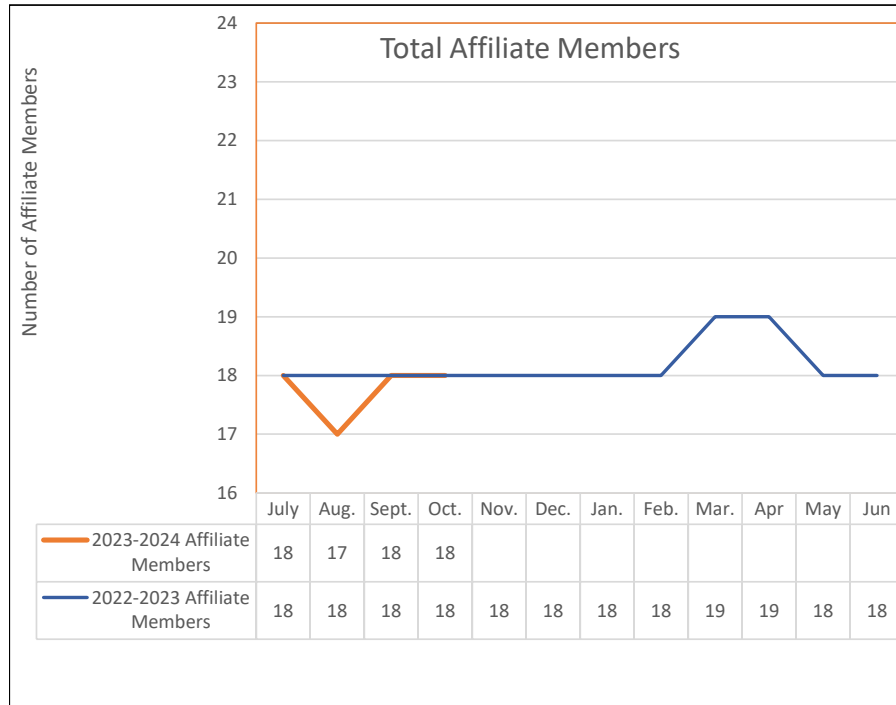
YTD New Member Firms		
<u>Firm Name</u>	<u>Index</u>	<u>Employee Count</u>
Tectonic Engineering	1.49	2
Totals	1.49	2

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

YTD Drop Member Firms			
<u>Firm Name</u>	<u>Index</u>	<u>Employee Count</u>	<u>ACEC Reason</u>
Great Valley Management Corp	4.33	13	10
Totals	4.33	13	

**September Membership Reports
Affiliate Members**

Month	Starting Members	New Members	Dropped Members	2023-2024 Affiliate Members
July	18	0	0	18
Aug.	18	0	1	17
Sept.	17	1	0	18
Oct.	18	0	0	18
Nov.				
Dec.				
Jan.				
Feb.				
Mar.				
Apr				
May				
Jun				



September New Affiliate Members

YTD New Affiliate Members
Rinker Materials

September Drop Affiliate Members	Reason

YTD Drop Affiliate Members	Reason
Advance 2000, 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. Waiting for response

Strategic Plan 2022-23 Progress Report Card

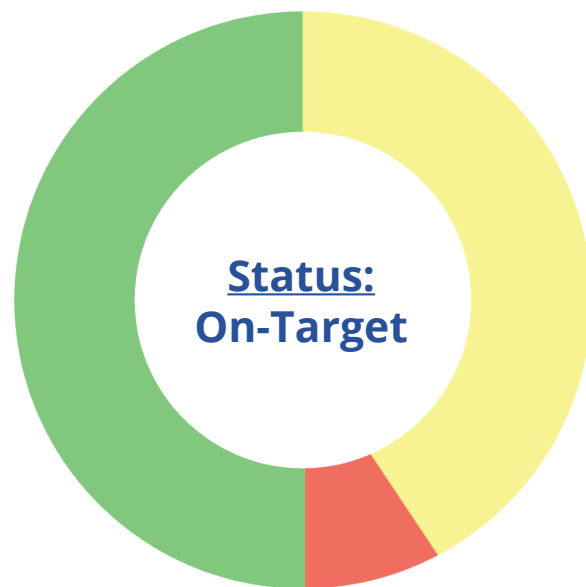
In the summer of 2022, the ACEC/PA Board of Directors developed a three year strategic plan to guide the organization in the best interests of its member firms. The resultant plan yielded 80 tasks spanning 5 major goal areas. The Board's Strategic Planning Committee monitors progress and completes an annual review for adjustments and enhancements to the plan. This document summarizes progress made in the first year of the plan's implementation.

1. Advocacy

Advocating on behalf of our industry members is the primary reason ACEC/PA exists. This goal focuses on both PROACTIVE and REACTIVE advocacy with our clients and elected officials. The strategic plan called for an array of focus areas including strengthening our PACs, identifying and resolving industry concerns, and improved communication of advocacy efforts to our membership.

Year 1 Tasks:

12	Completed
11	Ongoing
1	Not Started



Notable Accomplishments/Activities:

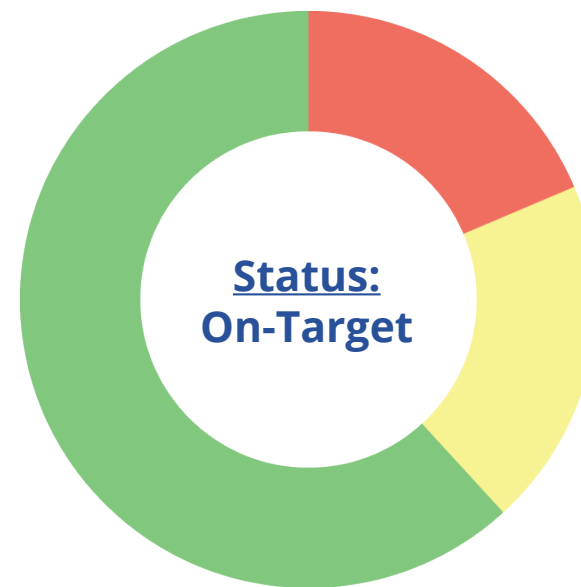
- Provided effective legislative testimony regarding Motor License Fund Usage, Design Build Best Value, and Mass Transit Funding
- Provided critical data and best practice information to PennDOT which advanced recently approved increases to consultant inspector wage rates
- Advanced policy change with PennDOT to limit consultant exposure to only their associated scope of work (anticipated to be finalized in 2024) and secured a sponsor for accompanying legislation to make this change applicable to all state contacts.

2. Partnerships

The strategic plan determined that ACEC/PA focus should on core areas of transportation infrastructure and better build and leverage partnerships with other organizations with adjacent interests. Specifically, ACEC/PA would seek to collaborate in the areas of infrastructure electrification, water, and multimodal transportation.

Year 1 Tasks:

8	Completed
1	Ongoing
1	Not Started



Notable Accomplishments/Activities:

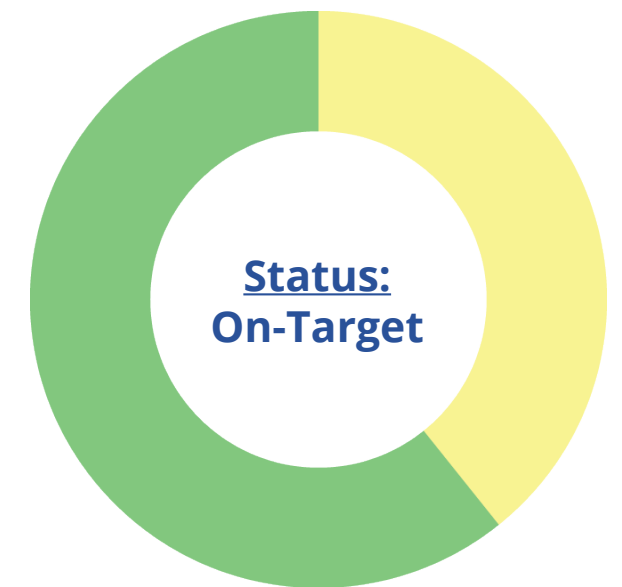
- The Water, Energy & Environment (WEE) Committee is having advanced dialogue with PA DEP regarding the use of consultants to reduce permitting backlogs and durations.
- Increased ACEC/PA interaction with partner organizations including Capital Region Water, Pittsburgh Water & Sewer Authority and Women's Transportation Seminar.
- Completed an evaluation of potential partner organizations relative to Electric Vehicles (EV) and EV Infrastructure.

3. Networking

Recognizing that networking opportunities to our members is a core benefit, the strategic plan seeks to expand networking opportunities to emerging professionals, foster networking as part of PAC events, and foster improved networking for DBE partners. Lastly, ACEC/PA will seek to improve communication with industry executives and provide feedback to firms on their staffs' involvement.

Year 1 Tasks:

3	Completed
2	Ongoing
0	Not Started



Notable Accomplishments/Activities:

- Held first legislative networking reception as part of ACEC/PA's 2023 Legislative Day
- Conducted first Senior Leadership roundtable forum for member firms at Infrastructure Conference
- Expanded the Annual Member snapshot report to provide member firms with additional insights on their staff's involvement with ACEC/PA
- Central Region and the PTC held the first of multiple planned events focused on better engaging 'emerging professionals'

Strategic Plan 2022-23 Progress Report Card

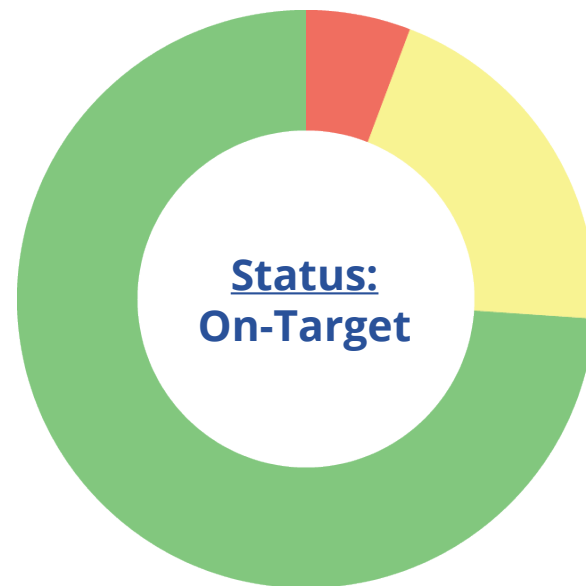
In the summer of 2022, the ACEC/PA Board of Directors developed a three year strategic plan to guide the organization in the best interests of its member firms. The resultant plan yielded 80 tasks spanning 5 major goal areas. The Board's Strategic Planning Committee monitors progress and completes an annual review for adjustments and enhancements to the plan. This document summarizes progress made in the first year of the plan's implementation.

4. Governance

Making sure that ACEC/PA runs efficiently, with clear expectations and well-defined roles for the Board of Directors, committees and staff is critical, as is ensuring strong participation by DBE members and developing a pipeline of future ACEC/PA leaders.

Year 1 Tasks:

22	Completed
7	Ongoing
1	Not Started



Notable Accomplishments/Activities:

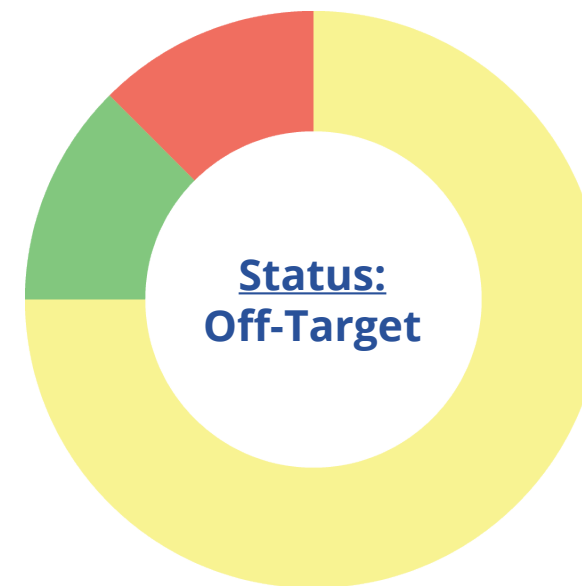
- Thoroughly reviewed and updated ACEC/PA bylaws and governance documents to define expectations of all organizational positions and committees
- Commenced development of a pipeline process to ensure sustainable organizational involvement by member firms and their employees
- Hired and on-boarded a new Executive Director and optimized the roles of ACEC/PA staff and business processes

5. Membership

A robust, well-informed membership base is important for the long-term success of ACEC/PA and our industry. Efforts here will focus on enhanced communications, recruitment, and diversifying our membership.

Year 1 Tasks:

1	Completed
6	Ongoing
1	Not Started



Notable Accomplishments/Activities:

- Reestablished a Membership Committee, which has identified an expanded prospect list of new member firms and identified Board liaisons to obtain feedback from current member firms
- Established a protocol for obtaining, communicating and resolving confidential member requests/issues with clients
- Developed a forthcoming strategic engagement survey for current member firms

For More Details:

- The full ACEC/PA 2022-2025 Strategic Plan is available on acecpa.org in the Members section under ACEC/PA Policies.

- Details on individual tasks are diligently tracked by the Strategic Planning Committee using Microsoft Planner. Contact ACEC/PA Executive Director Brent Sailhamer with specific inquiries.

bsailhamer@acecpa.org
800-651-1946

Visit us on the web:



acecpa.org