

Board of Directors - Meeting Agenda

May 21, 2019

Kimpton Aerston Hotel
Nashville, TN
8:00am

Call to Order	Schweiss
Action Items	
Minutes – February 28, 2019	Schweiss
Financial Report	Veydt
Membership Report	Holloway
National Directors Report	O'Neil
a. ACEC PAC	
b. PaCE PAC	
Reports	
President's Report	Schweiss
Executive Director Report	Sherman
a. ACEC/PA Committee Report	
b. 2018 Tax Returns	
Government Affairs Report	Girman
Open Discussion	Schweiss
Adjourn	Schweiss

ACEC/PA Board Meeting Minutes February 28, 2019 @ 2:00pm Lancaster, PA

Attendees Present

Board members: Joe O'Neil, Eric Frary, Matt Marquardt, Eric Veydt, Mark Markosky, Matt Natale, Troy Holloway, Todd Morris, Mike Bougher, Derek Rogers, Samantha Safara, Ed Reese, Maggie Talarico, Roseline Bougher, Perry Schweiss, Sandy Basehore and Mike Girman

On the phone: Jon Livingston (board member) and Erika Schachle (RKL)

ACEC/PA staff/other Leeann Sherman, Sean Henderson, Art Barrett, Scott Zeevaart

Absent: Yassmin Gramian

Call to Order Perry Schweiss called the meeting to order at 2:02pm.

1. RKL report

- a. ACEC/PA auditor Erika Schachle from RKL reported that RKL does not feel they have enough information to formulate an opinion on our financials. They were unable to verify some of the numbers in accounts payable, some of the entries were not clear, there were no records or very little information available. The 2018 annual meeting income and expenses were altered due to incorrect entries made by previous staff and accountants. The entries made were not confirmed as accurate therefore they were determined to be overstated and incorrect and created confusion between the 2017 and 2018 Annual Meetings. Correcting these entries would require an audit of the 2016-2017 FY which could not be done due to lack of records or information. For example, some of the expenses for the 2018 Annual Meeting were booked under the 2017 fiscal year when it should have been booked in 2018 fiscal year. A lot of the records needed to conduct the audit are not available. They expect to wrap what they can within the next two weeks.
- b. This fiscal year, RKL can do one more audit for 2019 and issue a full audit so there is assurance that the numbers we are working on are good now and moving forward. The current year will be correct and the information needed will be available. Our fiscal year started in July 2018 and goes through the end of June 2019.
- c. RKL will provide a management letter explaining the issues they encountered, and an opinion letter on the financial statements. The 990s should be ready within the next few weeks for our review. The board should have voted on the 990 form. The tax returns were signed by the prior Executive Director without approval from the board.
- d. Our greatest exposure risk is the status of the PAC. It is not possible to make educated guesses without the missing information. BSSF, our prior accountant, did not conduct any audits; they collected and used the information that was provided by the staff. PaCE PAC had never been reconciled or audited. Leeann brought in a firm to audit the PaCE PAC which went back to 2016.

Many discrepancies were found, thousands of dollars in inaccurate reporting to Department of State and incorrect cycle and yearly reports were filed by former Executive Director. These will not be corrected but the PAC will start corrected as of January 2019. The 2018 year was incorrect as the 2017 year was not accurately reported by previous ED which started 2018 without accurate information. Leeann applied for and received an EIN for the PaCE PAC and has separated credit card processing, all reporting and will function separately as it legally should have been operating. Fines/penalties could be imposed by the IRS or PA Dept of State but all has been correct to move forward.

Action Items:

2. Approval of 2019-2020 Board of Directors slate
 - a. Joe and Perry (Nominating Committee) took the lead on the decisions made to prepare the new slate.
 - b. Joe presented the slate to the board. He explained that we received approximately 23 applications for board positions. The criteria used to make the decisions followed the ACEC/PA by-laws. Roseline moved to approve the slate; Ed Reese seconded. A question was asked regarding whether or not full time employment is a requirement to be board member. The answer – not according to our by laws. The requirements include being in an executive position with the firm and the company must be a member firm. Vote was unanimous.
 - c. Eric F. moved to approve the slate of at-large directors; Matt M. seconded. The vote was unanimous.
 - d. Ed R. moved to approve Mike B. as Secretary of the Executive Committee. Eric F. seconded. A discussion ensued regarding the perception issue that may come when the membership realizes that Mike and Rose are married. Considering the financial issues that the organization is facing, we should know how to handle this issue if it comes up. The response was that no two individuals could change how we operate or make any final decisions. The 3 Presidents did not feel it was necessary to change the process for the board nominations. The vote for this slate was unanimous.
 - e. Derek asked if the board would know who expressed interest. Leeann answered that the applications were confidential.
3. Approval November 14, 2018 meeting minutes – Perry Schweiss
 - a. The minutes from the November 14, 2018 meeting were approved unanimously. Eric F. moved to approve; Eric V. seconded. There was no discussion.
4. Financial Report – led by Eric Veydt
 - a. Eric V. started with a question regarding the format. The Diamond Awards numbers need to be updated; there was an influx of money within the last week. The registrations were higher than expected. However some expenses won't hit the numbers until March due to the lag time with the billing. There were some additional expenses which included a backdrop that cost approximately \$1,000.
 - b. There were some questions from the board regarding expenses and revenues for the chapter meetings.
 - c. The dues and memberships were moved to "engineering firm's dues" as well as affiliate dues.

- d. The tri-state conference is not included in this year's budget because we are not the host state.
 - e. Leeann explained that the ACEC/PA staff has been able to negotiate better rates on credit card fees and the expenses have gone down.
 - f. The legal fees are on track, but the accounting fees have gone over. Our car lease is up and we are getting a new vehicle under a new lease soon.
 - g. A question came up about the impact of hiring Kim after the budget was approved. Leeann explained that the impact will be only for 6 months of the FY and, so far, it has not had an impact on the bottom line.
 - h. Leeann pointed out what we have in each bank account and she explained the balance sheet. The scholarship funds will be final once the financials are reviewed. We will have separate balance sheets in the future (ACEC/PA, Scholarship, and PAC).
 - i. Eric V. expressed concern regarding how we know if we are looking at the correct numbers. There will be policies for handling financials put in place to provide guidance and oversight.
 - j. Mark M. moved to approve the financial report; Ed R. seconded the motion. The vote was unanimous.
5. Membership Report – led by Troy Holloway
- a. Troy H. gave the membership report.
 - b. Troy and Leeann are still working on modifying the optics of the report to capture membership changes and other data. Our index has increased; we are now tracking index and number of firms.
 - c. Matt N. moved to approve the membership report; Maggie T. seconded the motion. A discussion ensued related to dues and recruitment. There was an idea to eliminate the prorated discount and bill firms on their anniversary. Mike G. asked if there were effects to making changes in the dues. Ed R. said that it could make it challenging to attract new firms in new sectors such as energy and water. Would it make sense to reduce the discount as opposed to eliminating it? Todd M. asked if firms have left after the discount expired. The answer was that no one has left when the discount is over.
 - d. Art B. from ACEC National explained that ACEC National is working with the MOs to increase diversity in firms. They have a newly configured energy/environment committee. They are also looking at the private sector.
 - e. Maggie T. expressed that proration should not change especially due to our recent financial issues; it would make more sense to keep everyone's invoices in July. Leeann said that it is more work to invoice and prorate in July. The staff will continue to work on this.
6. By-laws changes – led by Eric Frary
- a. Eric F. led this discussion. Everyone received the by-laws and no major issues were raised.
 - b. Derek expressed concern that a member firm joined recently and immediately joined the board. Is this in the best interest of the board? Should there be a discussion? The answer was that the by-laws refer more to the person and her/his qualifications, not the firm.
 - c. Roseline B. moved to approve the by-laws; Matt M. seconded. The vote was unanimous.
7. National Directors Report – led by Joe O'Neil
- a. Joe reported that we hit our goal last year. We are still looking for contributions from all of our members for both PACs. Art B. reminded everyone that the decision makers need to sign the approval form so ACEC can contact other employees at the member firms.

- b. Eric F. moved to approve the National Directors Report. Matt. M seconded the motion. The vote was unanimous.

Reports

1. ACEC National report – Art Barrett
 - a. Art B. explained that ACEC National was working on attracting younger people to contribute the PAC. At the national convention, there will be a request to approve a 3-year budget which has increases based on cost of living. Linda Barr is still getting a sense of what she needs in terms of the budget.
 - b. A strategic communications director was hired at ACEC. His job will be to get ACEC to be more mainstream. The foundation is also moving forward. There will be a Mid-Atlantic Forum in April and they continue to work on key legislative issues to advocate for highway funding.
2. President’s Report led by Perry Schweiss
 - a. Strategic Plan – Perry Schweiss reported that there is still work being done on the strategic plan. There was a suggestion to have our own meeting without a facilitator.
 - b. Perry also gave a report about the Quality Initiative.
 - c. A discussion ensued about bringing the Pittsburgh group into ACEC/PA. They are on the cusp of losing their 10th member which is a requirement of ACEC National. Most of their firms are in the water, energy, and environmental sector. They are not ready to meet with ACEC/PA but will meet with ACEC. Maybe ACEC/PA can extend a discount if they agree to join.
3. Executive Director’s Report led by Leeann Sherman
 - a. ACEC/PA Committee Report – Leeann provided a handout with a committee report. Highlights include that we have a new chair of Diverse Partnerships, Maggie T. Clayton Van Verth will be new chair for the Municipal Services committee.
4. Government Affairs Report led by Mike Girman
 - a. Mike reported that our speaker for the March GAC meeting will be Charlie Dent. Also, we have 30 people signed up for Legislative Day. The purpose of this event is to educate the representatives that are not familiar with ACEC/PA.

The meeting adjourned at 4:30pm. The board went into Executive Session after the board meeting.

American Council of Engineering Companies of Pennsylvania

STATEMENT OF FINANCIAL POSITION

As of April 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
0361 Scholarship Fund	25,519.55
1604 Merrill Edge - Reserved	43,981.34
5217 PaCE PAC	81,763.35
5407 Wells Fargo Checking	193,633.47
9758 Wells Fargo Invest Reserved	80,696.09
Total Bank Accounts	\$425,593.80
Accounts Receivable	
1200 *Accounts Receivable	2,035.00
1201 Allowance for Bad Debts	0.00
Total Accounts Receivable	\$2,035.00
Other Current Assets	
1010C1 Unrealized G (L) ML Reserved	254.53
1010D1 Unrealized G (L)Wells Fargo-Inv Reserved	-3,778.21
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	1,000.00
Total 1210 Prepaid Expenses	1,000.00
1499 Undeposited Funds	-1,700.00
3210 Scholarship Fund - check deposits	-500.00
Total Other Current Assets	\$ -4,723.68
Total Current Assets	\$422,905.12
Fixed Assets	
1062 Office Equipment	0.00
1062A Original Cost	158,472.87
1062B Accumulated Depreciation	-145,375.38
Total 1062 Office Equipment	13,097.49
Total Fixed Assets	\$13,097.49
TOTAL ASSETS	\$436,002.61
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2200 *Accounts Payable	23,098.50
Total Accounts Payable	\$23,098.50
Other Current Liabilities	
2206 Prepaid Dues	0.00
2206.1 Prepaid Firm Dues	0.00

	TOTAL
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
2207 Prepaid AM Income	
2207.1 Prepaid AM Sponsorships	0.00
2207.2 Prepaid AM Registrations	0.00
2207.3 Prepaid AM Golf	0.00
2207.4 Prepaid AM Excursion	0.00
Total 2207 Prepaid AM Income	0.00
2209 PAC Clearing Account	1,000.00
2210 Due to PAC	58,151.00
25600 Dues Owed to National	0.00
25610 Dues Owed to National - Current	0.00
25620 Dues Owed to National - Past Due	32,049.04
Total 25600 Dues Owed to National	32,049.04
25700 Accrued Payroll and Taxes	6,226.60
25800 ACCRUED VACATION	10,415.27
25850 Garnishments	0.00
25890 MISC Payroll Liability	0.00
25900 Employee Retirement Withholding	0.00
3209 PaCE PAC Donations by Check or Charge	32,225.00
7209 PaCE PAC Campaign Donations	-6,250.00
7920 PaCE PAC Lobbying Expenses	-3,100.00
PA Department of Revenue Payable	0.00
Total Other Current Liabilities	\$130,716.91
Total Current Liabilities	\$153,815.41
Total Liabilities	\$153,815.41
Equity	
2900 Opening Bal Equity	-0.11
2960 Retained Earnings	112,397.86
Net Revenue	169,789.45
Total Equity	\$282,187.20
TOTAL LIABILITIES AND EQUITY	\$436,002.61

American Council of Engineering Companies of Pennsylvania

Budget vs. Actuals: 2018-2019 - FY19 P&L

July 2018 - April 2019

	Total			
	Actual	Budget	over Budget	% of Budget
Revenue				
3000 Dues Income			0.00	
3001 Base ACEC/PA Dues	54,500.00	53,000.00	1,500.00	102.83%
3002 ACEC/PA Dues	345,859.91	330,000.00	15,859.91	104.81%
3003 Affiliate Dues	29,097.50	21,455.00	7,642.50	135.62%
Total 3000 Dues Income	\$ 429,457.41	\$ 404,455.00	\$ 25,002.41	106.18%
3009 ACEC BIT Royalty	1,600.00	2,000.00	-400.00	80.00%
3015 Member Directory Income	2,900.00		2,900.00	
3300 Meetings				
3301 Central Chapter Meeting	20,314.00	19,000.00	1,314.00	106.92%
3302 Eastern Chapter Meeting	31,854.90	22,000.00	9,854.90	144.80%
3303 Western Chapter Meeting	40,101.90	35,000.00	5,101.90	114.58%
3304 Govt Affairs Breakfast	19,725.00	18,000.00	1,725.00	109.58%
3305 Annual Meeting				
3305.1 Annual Meeting Sponsorships	4,700.00	5,000.00	-300.00	94.00%
3305.2 Annual Meeting Registrations	28,470.00	12,000.00	16,470.00	237.25%
3305.4 Annual Meeting Excursion	150.00		150.00	
Total 3305 Annual Meeting	\$ 33,320.00	\$ 17,000.00	\$ 16,320.00	196.00%
3306 Spring Conference				
3306.1 Spring Conference Sponsorships	13,999.00	17,500.00	-3,501.00	79.99%
3306.2 Spring Conference Registrations	30,209.00	28,000.00	2,209.00	107.89%
Total 3306 Spring Conference	\$ 44,208.00	\$ 45,500.00	-\$ 1,292.00	97.16%
3307 ACEC/PA Fall Conference				
3307.1 Fall Conference Sponsorships	10,050.00	10,000.00	50.00	100.50%
3307.2 Fall Conference Registrations	26,303.75	20,000.00	6,303.75	131.52%
Total 3307 ACEC/PA Fall Conference	\$ 36,353.75	\$ 30,000.00	\$ 6,353.75	121.18%
3308 Diamond Awards				
3308.1 Diamond Awards Sponsorships	21,160.00	40,000.00	-18,840.00	52.90%
3308.2 Diamond Awards Registrations	37,235.00	19,000.00	18,235.00	195.97%
3308.3 Diamond Awards Project Submission Fee	12,300.00	8,400.00	3,900.00	146.43%
Total 3308 Diamond Awards	\$ 70,695.00	\$ 67,400.00	\$ 3,295.00	104.89%
3309 Scholarship Golf Outing				
3309.1 Golf Outing Sponsorships	11,680.00	25,000.00	-13,320.00	46.72%
3309.2 Golf Outing Registrations	10,810.00	4,750.00	6,060.00	227.58%
3309.3 Golf Outing Mulligans/Raffle	4,410.00		4,410.00	
Total 3309 Scholarship Golf Outing	\$ 26,900.00	\$ 29,750.00	-\$ 2,850.00	90.42%
3403 Legislative Day	4,500.00	8,000.00	-3,500.00	56.25%
Total 3300 Meetings	\$ 327,972.55	\$ 291,650.00	\$ 36,322.55	112.45%
3900 Investment Income				
3901 Interest	2,985.86	62.50	2,923.36	4777.38%

3902 Dividends	696.89		696.89	
3903 Unrealized Gains/(Losses)	0.00	85.00	-85.00	0.00%
Total 3900 Investment Income	\$ 3,682.75	\$ 147.50	\$ 3,535.25	2496.78%
3951 Misc Income	785.05	750.00	35.05	104.67%
Total Revenue	\$ 766,397.76	\$ 699,002.50	\$ 67,395.26	109.64%
Gross Profit	\$ 766,397.76	\$ 699,002.50	\$ 67,395.26	109.64%
Expenditures				
4000 Payroll Expenditures				
4001 Salaries	163,016.17	145,600.00	17,416.17	111.96%
4002 Payroll Taxes	13,809.02	10,000.00	3,809.02	138.09%
4003 Employee Benefits	8,049.10	7,500.00	549.10	107.32%
4004 Retirement	5,988.53	5,000.00	988.53	119.77%
4005 Payroll Fees	474.00	1,000.00	-526.00	47.40%
Total 4000 Payroll Expenditures	\$ 191,336.82	\$ 169,100.00	\$ 22,236.82	113.15%
4300 Meetings Expense				
4301 Prior Year AM Expense	11.98		11.98	
4302 Central Chapter Mtg Expense				
4302.2 Central Chapter Mtg Travel	57.40	50.00	7.40	114.80%
4302.3 Central Chapter Mtg F&B	9,704.20	10,700.00	-995.80	90.69%
4302.4 Central Chapter Mtg AV/Rm Rental	690.49	0.00	690.49	
4302.5 Central Chapter Mtg Supplies	0.00	300.00	-300.00	0.00%
Total 4302 Central Chapter Mtg Expense	\$ 10,452.09	\$ 11,050.00	-\$ 597.91	94.59%
4303 Eastern Chapter Mtg Expense				
4303.2 Eastern Chapter Mtg Travel	172.86	360.00	-187.14	48.02%
4303.3 Eastern Chapter Mtg F&B	15,216.87	10,830.00	4,386.87	140.51%
4303.4 Eastern Chapter Mtg AV/Rm Rental	903.12	0.00	903.12	
4303.5 Eastern Chapter Mtg Supplies	0.00	60.00	-60.00	0.00%
Total 4303 Eastern Chapter Mtg Expense	\$ 16,292.85	\$ 11,250.00	\$ 5,042.85	144.83%
4304 Western Chapter Mtg Expense				
4304.2 Western Chapter Mtg Travel	471.12	560.00	-88.88	84.13%
4304.3 Western Chapter Mtg F&B	18,666.83	17,700.00	966.83	105.46%
4304.4 Western Chapter Mtg AV/Rm Rental	400.00	0.00	400.00	
4304.5 Western Chapter Mtg Supplies	0.00	240.00	-240.00	0.00%
Total 4304 Western Chapter Mtg Expense	\$ 19,537.95	\$ 18,500.00	\$ 1,037.95	105.61%
4305 Govt Affairs Bfast Expense				
4305.2 Govt Affairs Bfast Travel	59.28	0.00	59.28	
4305.3 Govt Affairs Bfast F&B	11,151.62	11,925.00	-773.38	93.51%
4305.4 Govt Affairs Bfast AV/Rm Rental	931.75	0.00	931.75	
4305.5 Govt Affairs Bfast Supplies	0.00	75.00	-75.00	0.00%
Total 4305 Govt Affairs Bfast Expense	\$ 12,142.65	\$ 12,000.00	\$ 142.65	101.19%
4306 Diamond Awards Expense				
4306.1 Awards Expense	1,559.88	6,900.00	-5,340.12	22.61%
4306.2 Diamond Awards Travel	177.78	200.00	-22.22	88.89%
4306.3 Diamond Awards F&B	32,603.74	28,000.00	4,603.74	116.44%
4306.4 Diamond Awards AV/Rm Rental	10,444.99	6,000.00	4,444.99	174.08%
4306.5 Diamond Awards Supplies/Misc.	7,289.31	1,200.00	6,089.31	607.44%
Total 4306 Diamond Awards Expense	\$ 52,075.70	\$ 42,300.00	\$ 9,775.70	123.11%

4307 Annual Meeting Expense				
4307.2 Annual Meeting Travel	0.00	0.00	0.00	
4307.3 Annual Meeting F&B	7,000.00	0.00	7,000.00	
4307.4 Annual Meeting AV/Rm Rental	0.00	0.00	0.00	
4307.5 Annual Meeting Supplies	0.00	0.00	0.00	
4307.6 Annual Meeting Activities	1,230.00	0.00	1,230.00	
Total 4307 Annual Meeting Expense	\$ 8,230.00	\$ 0.00	\$ 8,230.00	
4308 Spring Conference Expense				
4308.3 Spring Conference F&B	17,620.31	17,900.00	-279.69	98.44%
4308.4 Spring Conference AV/Rm Rental	5,199.40	5,500.00	-300.60	94.53%
4308.5 Spring Conference Supplies	51.04	2,500.00	-2,448.96	2.04%
4308.7 Spring Conference Speaker	2,000.00	2,000.00	0.00	100.00%
Total 4308 Spring Conference Expense	\$ 24,870.75	\$ 27,900.00	-\$ 3,029.25	89.14%
4309 ACEC/PA Fall Conference Expense				
4309.2 Fall Conference Travel	17.85	50.00	-32.15	35.70%
4309.3 Fall Conference F&B	10,111.95	11,950.00	-1,838.05	84.62%
4309.4 Fall Conference AV/Rm Rental	1,609.08	0.00	1,609.08	
4309.5 Fall Conference Supplies	965.31	750.00	215.31	128.71%
Total 4309 ACEC/PA Fall Conference Expense	\$ 12,704.19	\$ 12,750.00	-\$ 45.81	99.64%
4310 Scholarship Golf Outing Expense				
4310.1 Scholarship Gift Given	12,500.00	10,000.00	2,500.00	125.00%
4310.2 Golf Outing Travel	36.82	50.00	-13.18	73.64%
4310.3 Golf Outing F&B	4,378.13	4,950.00	-571.87	88.45%
4310.4 Golf Outing Green/Cart Fees	3,432.00	5,000.00	-1,568.00	68.64%
4310.5 Golf Outing Supplies	2,131.43	3,500.00	-1,368.57	60.90%
4310.6 Other Golf Outing Expenses	1,865.00	0.00	1,865.00	
4310.7 Scholarship Income Tfr	0.00	6,250.00	-6,250.00	0.00%
Total 4310 Scholarship Golf Outing Expense	\$ 24,343.38	\$ 29,750.00	-\$ 5,406.62	81.83%
4351 Legislative Day Expenses				
4351.1 Legislative Day Printing/Postage	5,880.96	0.00	5,880.96	
4351.2 Legislative Day Travel	10.06	0.00	10.06	
4351.3 Legislative Day F&B	3,796.42	4,000.00	-203.58	94.91%
4351.5 Legislative Day Supplies	937.37	100.00	837.37	937.37%
Total 4351 Legislative Day Expenses	\$ 10,624.81	\$ 4,100.00	\$ 6,524.81	259.14%
Total 4300 Meetings Expense	\$ 191,286.35	\$ 169,600.00	\$ 21,686.35	112.79%
4400 Insurance				
4401 Business Insurance	0.00	500.00	-500.00	0.00%
4402 Workers Comp Insurance	693.56	916.70	-223.14	75.66%
4403 Auto Insurance	1,378.21	1,275.00	103.21	108.09%
4404 Directors & Officers Liability	0.00	1,504.10	-1,504.10	0.00%
Total 4400 Insurance	\$ 2,071.77	\$ 4,195.80	-\$ 2,124.03	49.38%
4500 Office Supplies and Expenses				
4501 Supplies	3,130.44	5,833.30	-2,702.86	53.66%
4502 Copier Supplies/Equipment	6,833.23	3,000.00	3,833.23	227.77%
4503 Office Expense/Gifts	406.41	1,250.00	-843.59	32.51%
Total 4500 Office Supplies and Expenses	\$ 10,370.08	\$ 10,083.30	\$ 286.78	102.84%
4600 Office/Admin Expense				

4601 Bank CC Monthly Charges	549.50	410.00	139.50	134.02%
4602 CC Transaction Fees	11,660.49	11,650.00	10.49	100.09%
4603 Internet Services	2,760.10	2,916.60	-156.50	94.63%
4605 Postage	388.10	250.00	138.10	155.24%
4606 Rent	34,161.70	33,562.50	599.20	101.79%
4607 Advertising	0.00	0.00	0.00	
4608 Telephone	5,979.04	2,500.00	3,479.04	239.16%
4609 Other Misc Svc Costs	35.00	833.30	-798.30	4.20%
4610 Investment Acct Bank Fees	125.00	0.00	125.00	
Total 4600 Office/Admin Expense	\$ 55,658.93	\$ 52,122.40	\$ 3,536.53	106.79%
4900 Board Expenses	2,062.28	9,500.00	-7,437.72	21.71%
4910 Prof Dev/Meetings	2,488.34	2,900.00	-411.66	85.80%
4920 Lobbying Expenses	1,497.34	310.00	1,187.34	483.01%
5000 Committee Expenses	649.60	420.00	229.60	154.67%
5100 Member-Related (non-travel)	0.00	2,080.00	-2,080.00	0.00%
5210 Dues/Subscriptions				
5211 Publication Subscriptions	3,690.50	5,500.00	-1,809.50	67.10%
5212 Prof Memberships	1,750.00	1,500.00	250.00	116.67%
5213 Subscriptions	9,068.59	9,000.00	68.59	100.76%
Total 5210 Dues/Subscriptions	\$ 14,509.09	\$ 16,000.00	-\$ 1,490.91	90.68%
5520 Professional Services				
5521 Legal	20,089.50	25,000.00	-4,910.50	80.36%
5522 Accountant	32,523.58	19,500.00	13,023.58	166.79%
5523 Computer/IT	5,411.99	15,000.00	-9,588.01	36.08%
5525 Public Relations	50,000.00	50,000.00	0.00	100.00%
Total 5520 Professional Services	\$ 108,025.07	\$ 109,500.00	-\$ 1,474.93	98.65%
5600 Travel Expenses				
5601 ACEC/NACEC Travel Expenses	5,696.58	7,500.00	-1,803.42	75.95%
5602 ACEC/PA Presidents Travel	713.83	0.00	713.83	
5604 Legislative Travel Expense	2,418.41	416.00	2,002.41	581.35%
5605 Staff/Membership Related Travel	435.45	830.00	-394.55	52.46%
Total 5600 Travel Expenses	\$ 9,264.27	\$ 8,746.00	\$ 518.27	105.93%
5610 Auto Expenses				
5611 Vehicle Maintenance	163.64	187.50	-23.86	87.27%
5612 Vehicle Lease	6,897.68	6,060.00	837.68	113.82%
5613 Vehicle Gas/Tolls/Parking	647.05	1,660.00	-1,012.95	38.98%
Total 5610 Auto Expenses	\$ 7,708.37	\$ 7,907.50	-\$ 199.13	97.48%
6010 Depreciation Expense	0.00	12,510.00	-12,510.00	0.00%
Total Expenditures	\$ 596,928.31	\$ 574,975.00	\$ 21,953.31	103.82%
Net Operating Revenue	\$ 169,469.45	\$ 124,027.50	\$ 45,441.95	136.64%
Other Expenditures				
Reconciliation Discrepancies-1	-320.00	0.00	-320.00	
Total Other Expenditures	-\$ 320.00	\$ 0.00	-\$ 320.00	
Net Other Revenue	\$ 320.00	\$ 0.00	\$ 320.00	
Net Revenue	\$ 169,789.45	\$ 124,027.50	\$ 45,761.95	136.90%

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American Council of Engineering Companies of Pennsylvania
2018-2019 Meeting Profitability Snapshot

Central Chapter	
Total Revenue	\$ 20,314.00
Total Expense	\$ 10,452.09
Net Income	\$ 9,861.91

Fall Conference	
Total Revenue	\$ 36,353.75
Total Expense	\$ 12,704.19
Net Income	\$ 23,649.56

Eastern Chapter	
Total Revenue	\$ 31,854.90
Total Expense	\$ 16,292.85
Net Income	\$ 15,562.05

Diamond Awards	
Total Revenue	\$ 70,695.00
Total Expense	\$ 52,075.70
Net Income	\$ 18,619.30

Western Chapter	
Total Revenue	\$ 40,101.90
Total Expense	\$ 19,609.12
Net Income	\$ 20,492.78

Legislative Day	
Total Revenue	\$ 4,500.00
Total Expense	\$ 10,624.81
Net Income	\$ (6,124.81)

Government Affairs Breakfast	
Total Revenue	\$ 19,725.00
Total Expense	\$ 12,142.65
Net Income	\$ 7,582.35

Spring Conference	
Total Revenue	\$ 44,208.00
Total Expense	\$ 24,870.75
Net Income	\$ 19,337.25

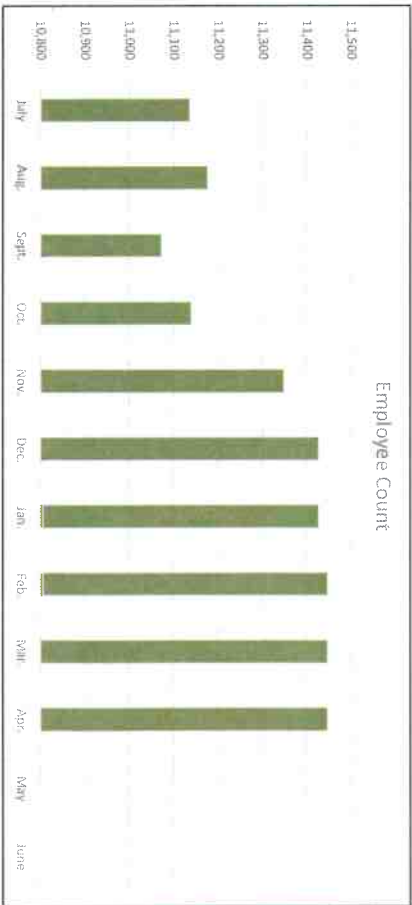
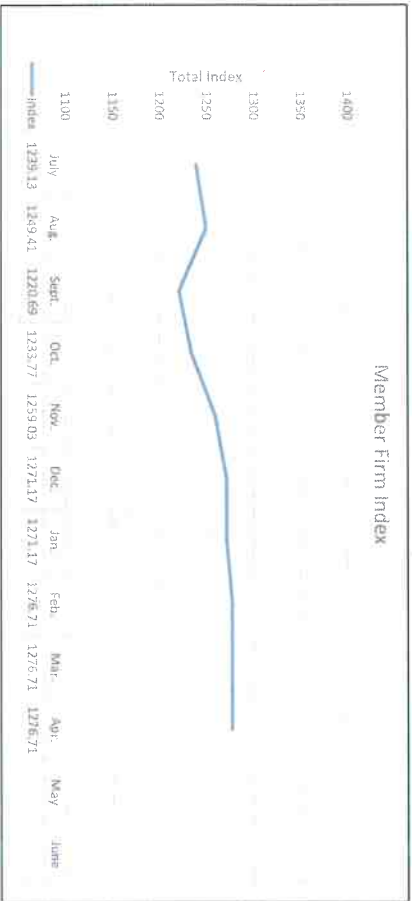
Annual Meeting	
To Date Revenue	\$ 35,245.00
To Date Expense	\$ 10,955.43
To Date Income	\$ 24,289.57

last modified 5/1/2019 kw

April 2019 Membership Report Member Firms

Month	Starting Index	Starting # Employees	New Index	New # Employees	Drop Index	Drop # Employees	Index	Employee Count
July	1239.13	11,134	0	0	0	0	1239.13	11,134
Aug.	1239.13	11,134	10.28	40	0	0	1249.41	11,174
Sept.	1249.41	11,174	0	0	-28.72	104	1220.69	11,070
Oct.	1220.69	11,070	13.08	67	0	0	1233.77	11,137
Nov.	1233.77	11,137	25.26	209	0	0	1259.03	11,346
Dec.	1259.03	11,346	12.14	79	0	0	1271.17	11,425
Jan.	1271.17	11,425	0	0	0	0	1271.17	11,425
Feb.	1271.17	11,425	5.54	20	0	0	1276.71	11,445
Mar.	1276.71	11,445	0	0	0	0	1276.71	11,445
Apr.	1276.71	11,445	0	0	0	0	1276.71	11,445
May								
June								

Firm Name	New Member Firms	Index	Employee Count
N/A			





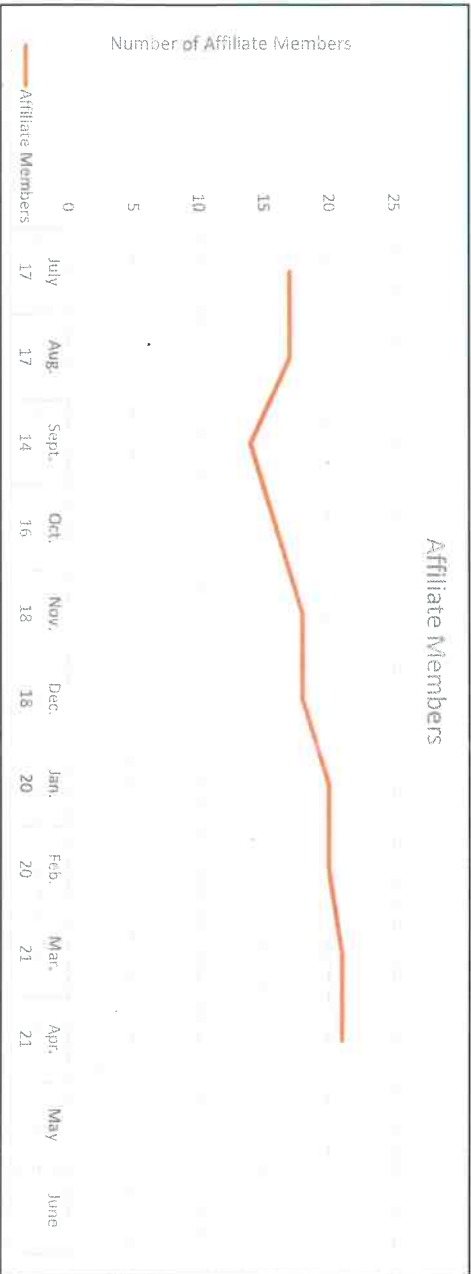
AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

April 2019 Membership Report

Affiliate Members

Month	Starting Members	New Members	Dropped Members	Affiliate Members
July	18	0	-1	17
Aug.	17	1	-1	17
Sept.	17	0	-3	14
Oct.	14	2	0	16
Nov.	16	2	0	18
Dec.	18	0	0	18
Jan.	18	2	0	20
Feb.	20	0	0	20
Mar.	20	1	0	21
Apr.	21	0	0	21
May				
June				

New Affiliate Members
N/A





2019 ACEC PAC Contributors
As of April 30, 2019
2019 ACEC PAC Goal \$33,958
YTD Raised \$16,915

\$2,500 and greater

\$1,000-2499

Larson Design Group PAC

Michael Baker Corp PAC

Ernest Hanna, GZA Geoenvironmental, Inc.

Thomas Maheady, Borton-Lawson

\$500-999

Art Barrett, Gannett Fleming, Inc.

Michael Bougher, Stantec

Roseline Bougher, A.D. Marble

Troy Holloway, Century Engineering, Inc.

Kevin Johnson, Traffic, Planning & Design, Inc.

Joyce Markosky, The Markosky Engineering Group, Inc.

Mark Markosky, The Markosky Engineering Group, Inc.

Matthew Marquardt, Urban Engineers

Lea Nadler, Susquehanna Civil, Inc.

Joseph O'Neil, WBCM

John Prybella, WBCM

Derek Rogers, RIG Consulting, Inc.

Perry Schweiss, SPK, Inc.

Rosanna Smithnosky, Susquehanna Civil, Inc.

Margaret Talarico, Foresight Construction Services, LLC

Eric Veydt, Gannett Fleming, Inc.

\$250-499

Eric Flicker, Pennoni Associates, Inc.

Todd Morris, Pennoni Associates, Inc.

TranSystems Corp. PAC

\$1-249

James Markham, Pennoni Associates, Inc.

John Zarsky, Pennoni Associates, Inc.

Scott Zeevaart, Gannett Fleming, Inc.



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Pennsylvania

2019 PaCE PAC Contributors

As of April 30, 2019

2019 PaCE PAC Goal - \$25,000
Contributions received to-date - \$12,400

\$1,000 and greater

Larson Design Group

\$500 - \$999

Michael Bougher, Stantec
Roseline Bougher, A.D. Marble & Company
Michael Girman, AECOM
Ernest Hanna, GZA
Patrick Kane, Greenman-Pedersen, Inc.
Matt Marquardt, Urban Engineers
Lea Nadler, Susquehanna Civil, Inc.
Matthew Natale, JMT
Joseph O'Neil, WBCM
John Prybella, WBCM
Derek Rogers, RIG Consulting, Inc.
Perry Schweiss, SPK
Rosanna Smithnosky, Susquehanna Civil, Inc.
Margaret Talarico, Foresight Construction Services, LLC
D. Eric Veydt, Gannett Fleming

\$250 - \$499

Christopher Bauer, McMahan Associates
Gerald Fry, JMT
Jeff Guzy, RK&K
Todd Morris, Pennoni Associates
Jeffrey Roken, Urban Engineers, Inc.
Scott Zeevaart, Gannett Fleming, Inc.

\$1 - \$249

Steven Barber, Michael Baker Intl
James Brady, STV Incorporated
Eileen Collins, KCI Technologies, Inc.
Douglas George, Stantec
Deborah Hoover, KCI Technologies, Inc.
Thomas Lindsey, KCI Technologies, Inc.
Eric Martz, KCI Technologies, Inc.

Paul McNamee, KCI Technologies, Inc.

Eric Meyer, WRA

Robert Nuss, KCI Technologies, Inc.

Curt Sanno, Dewberry

Leonard Smith, STV Incorporated