

Center for Power System Studies
Semiannual Meeting
MINUTES (Approved)
May 1, 2003 – Huron, SD

Meeting

1. **Call to Order:** Steve Hietpas called the meeting to order at 1308 Hours
2. **Recording Secretary:** Greg Vaselaar
3. **Roll Call:** The attendees introduced themselves.

Steve Hietpas – SDSU, CPSS Coordinator

Members

See sign in sheet

Associate Members

See sign in sheet

4. **Approval of Agenda:**
Passed on unanimous voice vote.
5. **Approval of September 18th, 2002 Minutes of Annual Meeting held in Brookings, SD:**

Motion by Jerry Tielke and second by Larry DeKramer, to accept minutes with the following correction; add Dave Muggli, Basin Electric Power Cooperative to the attendance list.

Motion passed on voice vote.

6. **Membership Update:**
Steve Hietpas handed out the Membership database and asked that the meeting participants to review the accuracy of report. Thank you letters from CPSS scholarship recipients were also reviewed.
7. **Coordinator's Report:** Steve Hietpas reviewed the report with the following highlights.

- The 100th Anniversary of the Electrical Engineering Dept. is being recognized; a large turnout enjoyed the formal celebration held April 24 and 25, 2003
- New Energy Lab working well with minimal equipment (power supply) interruptions
- The Otter Tail Power Distribution Study was successfully completed.
- Large number (14) of undergraduates in Power Systems Analysis, From Spring of 2000 until now 20% of EE graduates have either obtained or pursuing careers in power.
- Steve is looking into a motor study and making preliminary contacts to develop scope
- Dr Michael Ropp was recognized and congratulated for his National Science Foundation grant
- Reviewed scholarships by Class
- Next power Technology Tour has been shifted to August 18 -21 2003
- 5th year of Steve Hietpas's CPSS Leadership
- Please refer to the Coordinator's Report to review the other projects and activities supported by Steve.

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8. Report on Student Project 2003-2004:

The CPSS sponsored Senior Design Project for 2003-2004 was discussed. The 2002-2003 project (Bi directional Power Converter) was discussed and how another design group could continue the work on the Power Converter Project. Attendees were asked for other possible ideas for the Student projects. It was discussed monies had been budgeted for use by the design team for labor hours however not used by the design project team. Ralph Hagge moved and Chad Orris seconded that the Student project for 2003-2004 be a continuation of the Bi-directional Power Converter Project. Motion passed on a voice vote.

9. Report by Conference Committee

Greg Vaselaar & John Knofczynski reported on plans for the next conference originally scheduled for this fall Sept 16, 2003. Due to the scheduling conflicts with identified speakers it was proposed that the schedule conference be postponed. Lloyd Linke made a motion seconded by John K. that the conference be held at the SDSU campus. Passed by a voice vote. Jerry Tielke moved and Greg Vaselaar seconded that the CPSS Conference be held on a biennial basis. Passed by a voice vote. Next CPSS conference would be held in Sept. 2004.

10. Report on 2003-2004 Proposed Budget:

The proposed budget of \$31,150.00 was discussed. Steve mentioned that some monies were budgeted for Student labor this summer. Steve Arbach made motion, seconded by Ralph H to accept budget as submitted. Passed by a voice vote.

11. Meeting Date for Annual Meeting (fall): September 16 & 17 , 2003

12. Motion to Express Appreciation to Host Organization:

John Knofczynski made motion, which was seconded by Larry Dekramer to thank the Western Area Power Administration for hosting the spring meeting and program. Motion passed by a voice vote

Meeting adjourned at 1425 hours

Respectfully submitted,

Greg Vaselaar
Recording Secretary
May 1, 2003