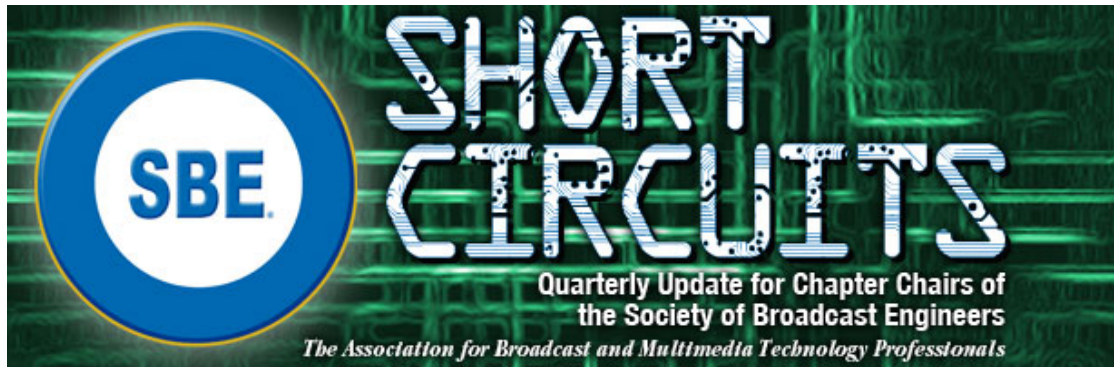


SHARE:

[Join Our Email List](#)



SBE Short Circuits is a quarterly update for chapter chairs that provides tips for successful chapter operation and information about activities and services to share with members of your chapter at meetings, in your own newsletter and website. In addition to chapter chairs, SBE Short Circuits is sent to chapter newsletter editors, members of the national board of directors and past national presidents.

**Jim Ragsdale**  
Executive Director



### Submit Your Chapter Reports for your Chapter Rebate

Active SBE chapters receive a **chapter rebate annually**. To be eligible for a rebate, your chapter must hold a minimum of five meetings in a calendar year (January 1 through

December 31) and **submit meeting minutes**, newsletters or other documentation showing evidence of these meetings to the SBE National Office. It is recommended to include a brief description of each meeting and an attendance list.

Virtual meetings, which have become more common, qualify as a chapter meeting and count toward a chapter rebate. The national office has modified the chapter meeting report form to make it fillable, which makes it easier to complete in real time during a virtual meeting (go to Chapter Administration on the SBE website, then scroll down the page to "Chapter Administration Forms").

Rebates are figured by totaling two categories: 15 percent of the SBE dues paid by regular members of the local chapter and \$5 for each new regular member who joins the chapter during the year.

The deadline to submit meeting reports for a given year is January 15 of the next year. Rebate checks are written to the chapter and mailed to chapter treasurers on June 1 for the previous year's meetings.

### **SBE Financial Statements Available**

The SBE 2022 **3rd Quarter Financial Statement** is available for your review. If you have any questions about the statement or SBE's finances, please contact SBE Executive Director **Jim Ragsdale** at the SBE National Office by email or phone, 317-846-9000.

### **Mentor Program Needs Mentors**

The **SBE Mentor Program** is designed to help broadcast engineers who are new to the field. The program partners a new engineer with a more-seasoned professional. This allows the more-experienced person to share his or her gained knowledge, both empirical and practical, with someone new to the field. The SBE Mentor Program provides a means for SBE members to share knowledge and experience. For the seasoned mentor, it's a chance to give something back. For the freshman mentee, it's an ideal way to gain inside knowledge and understanding that can sometime take years to accumulate.



With the launch of the SBE Technical Professional Training Program, the need for mentors has increased. **Consider sharing your career knowledge** and become an SBE Mentor today.

Also, watch for an announcement about the SBE Mentor Program coming next week. There will be a new way to participate as a mentor.

### **2022 SBE Membership Meeting Available for Replay**

The 2022 SBE National Meeting, held at the end of September in Syracuse, was streamed live. **The replay of that meeting**, which includes an update of Society business and the induction of the elected and re-elected SBE officers and directors from the August election, is available on the SBE YouTube Channel.

### **Plan to Select Your SBE Chapter Engineer of the Year for 2023**

Each year, all SBE chapters are encouraged to present the SBE Chapter Engineer of the Year award to a deserving member of their chapters. The award recognizes the efforts of an individual who best furthers the goals and objectives of your SBE chapter and the



Broadcast industry, and provides an outstanding example of leadership and ethics on the local level.

Each chapter nominates, selects and presents the award to one SBE member in good standing from among the SBE members in the chapter. Chapter winners should be chosen by mid-May each year. The national SBE supports you by providing a plaque for you to present to your winner. The national SBE will also publish a photo of the presentation you make to your recipient in an issue of *The Signal*. In 2022, six chapters named their own Chapter Engineer of the Year.

Here's a schedule you can use in 2023 to conduct your own selection process:

- By March 31: Have your chapter vote to establish a Chapter Engineer of the Year award and open up nominations from local members.
- By May 15: Vote for your chapter's honoree.
- By June 1: Notify the National Office who your local winner is. National SBE will send you the plaque for presentation.
- By August 31: At a chapter meeting (hopefully in person by then) present your winner with the plaque and take a photo of the presentation. Send the photo to the national office for publication in *The Signal*.

Those members honored by their chapters are then entered into consideration for the **national Robert W. Flanders SBE Engineer** of the Year award. For more information about the SBE Chapter Engineer of the Year Award, visit [sbe.org/awards](https://sbe.org/awards) or contact Megan Clappe at [mclappe@sbe.org](mailto:mclappe@sbe.org) at the national office.



**ENNES  
WORKSHOP**

## Plan Now for an SBE Ennes Workshop in 2023

The SBE is now accepting requests to schedule **Ennes Workshops** in local areas for 2023. Ennes Workshops are one-day educational programs presented by the Ennes Educational Foundation Trust and the SBE that feature multiple speakers and multiple topics of interest to broadcast and media engineers. SBE chapters and/or state broadcaster associations typically host an Ennes Workshop in their areas.

If your chapter is interested in hosting a program, or learning more about it, contact SBE Education Director **Cathy Orosz by email** or at 317-846-9000.

## Update Your Chapter Communications with the Current SBE Logo

The correct **downloadable SBE logos** are available for you at the SBE website. Always be sure to include the name and/or number of your chapter adjacent to the SBE logo when you use it. We encourage all SBE chapters to use the logo in their chapter's website, newsletters and social media.



The descriptive tagline, "The Association for Broadcast and Multimedia Technology Professionals," may also be used with the logo when space permits. The tagline reflects the expanded scope of SBE membership and responsibilities the SBE now embraces.

## Need a Chapter Program? Review the SBE Sustaining Member Speaker List

Whether your chapter is back to in-person meetings or still meeting virtually, the need for a presentation still exists. While many manufacturers are still interested in presenting to chapters either way, there is an easy way to find presenters for your upcoming meetings.

The SBE has **a list of speakers** from SBE Sustaining Member companies who are available to present programs during your chapter meetings. The broad range of topics include technical, regulatory, safety, management and others. The list is available on the **Chapter Administration** page of the SBE website. In addition, the Chapter Administration page also has a link to **general program ideas**.

You can also check out the **full list of SBE Sustaining Members** located within the SBE Membership Directory and Buyers' Guide on the SBE website. Approximately 100 companies are listed alphabetically with contact names and numbers, a brief description of the company's services and a link to their website. The list is also available by classified category in the SBE Buyers' Guide.

## Update Your Chapter's Information With the National Office

A reminder to update the SBE National Office with the names and contact information of your chapter's current officers, their website addresses and the chapter's regular meeting pattern (2nd Tuesday at noon, 3rd Thursday, evening, etc.). A good time to do this is just after your chapter's annual elections. Send your updates to **Scott Jones** at the SBE National Office.

## Helpful Tools for the Chapter Chair

As an SBE chapter chair, you have a number of tools at your disposal on the SBE website to help you manage your chapter. Located by clicking "Chapters" on the menu bar at sbe.org, and then clicking "**Chapter Administration**" from the dropdown, you will find the items listed below, as well as others.



- **List of chapter program ideas** - the list will likely spur your imagination to think of some other meeting program ideas as well.
- **List of speakers** - from our national Sustaining Members (vendors) who are willing to come and speak at chapter meetings. Available topics are listed and the areas they are willing to travel (nationally, regional, state, etc.). Speaker contact and company information is linked on the page. Remember that some speakers' companies are willing to sponsor a meal or refreshments for your meeting. Don't hesitate to ask, when asking them to speak.
- **Chapter Leader Orientation Video** - a ten-minute video that provides the basics on how to run your chapter.
- **Chapter Remailer** - The SBE can provide your chapter with a free email list, using the sbe.org domain, to help you communicate with local members.
- **National Calendar** - Find SBE event info to share with your chapter. A link to the national calendar can be provided to place national events on your own chapter calendar.
- **Chapter Operations Manual** - This provides you with guidelines and procedures to run your chapter successfully. It also includes the forms you need to report your monthly meetings, attendance and annual chapter election to the national SBE office.

### SBE Certification Dates

Exam Date(s)	Location	Application Deadline
Feb. 3 - 13, 2023	Local Chapters	Jan. 6, 2023
June 1 - 12, 2023	Local Chapters	April 21, 2023
Aug. 4 - 14, 2023	Local Chapters	June 16, 2023
Nov. 3-13, 2023	Local Chapters	Sept. 8, 2023

**Society of Broadcast Engineers**  
317-846-9000

[sbe.org](http://sbe.org)

[View this as a webpage](#)

