

Colorado Solidwork Users Group Board Meeting

Minutes of the Board Meeting

December 2, 2004

The volunteers for the Board of Directors for the Colorado Solidworks User Group met at the offices of Synchroness at 1087 Dover Street, Westminster, CO.

The meeting commenced at 4:00PM.

The meeting was hosted by Mike Walraven and Greg Milan of Synchroness. Throughout the meeting, they provided valuable advice regarding the operation of the user group based on their experience as sponsors of the Colorado ProE User Group and web site <http://copug.org>.

Board members in attendance:

Terry Ziemek
Cathy Ross
Steve Ray
Paul Larsen
Steve Ellenburg
Gerald Davis

The first order of business was the nomination and acceptance of individuals to fill the following responsibilities:

Gerald Davis, President (general coordination, arbitration, webmaster)
Cathy Ross, Treasurer (cash management & accounting)
Steve Ray, Communication (emailing, minutes, membership database)
Steve Ellenburg, Presentations (meeting topics, discussions, workshops)
Terry Ziemek, Vendors (guest speakers, sponsors, promotions)
Paul Larsen, Location (meeting room, food & beverage, tours)

Gerald Davis reviewed the Charter template provided by Solidworks. He will incorporate the suggestions made by the Board and distribute a draft of the final document for consideration.

- The Officer Titles described in the charter will be President, Treasurer, Communications, Presentations, Vendors, and Locations.
- There will be no membership fee.
- The publication of the newsletter will be at the pleasure of the Board.
- The confidentiality of the User Database will be of paramount importance. The contents of the User Database will not be distributed without the consent of the Board.
- With these exceptions, the template was generally approved as an outline for our charter.

Cathy Ross will arrange for a bank account. The Board agreed to reimburse her from the User Group's fund as soon as possible.

Terry Ziemek and Gerald Davis will work on preparing a survey for distribution to users of Solidworks in Colorado. The purpose of the survey is to estimate the number of people likely to join the Colorado Solidwork User Group and to determine their particular interests and expectations for the User Group.

Steve Ray will work with MCAD in the distribution of the survey.

Gerald Davis will work on setting up the website. He will obtain a domain name registration. The Board agreed to reimburse him from the User Group's fund as soon as possible. Mike Walraven will consider having Synchroness host the web site pro bono.

The next Board Meeting was scheduled for January 13, 2005 at 4:00PM. Steve Ray will work with Paul Larsen on the location. The primary topic of discussion will be the state of readiness for the general user group meeting. We will also review our application to Solidworks Corporation for recognition as an official Solidworks User Group.

The next User Group meeting was tentatively scheduled for February 10, 2005 from 3:00PM to 5:00PM at Synchroness. Steve Ellenburg, Terry Ziemek, and Paul Larsen will work on developing the agenda and will distribute the proposal to the Board sometime before the January 13, 2005 Board Meeting.

The Board expressed thanks to Synchroness for their hospitality.

The meeting was adjourned at 5:35PM.

Colorado SolidWorks Users Group Board Meeting

Minutes of the Board Meeting

Thursday, January 13, 2005

The Board of Directors for the Colorado Solidworks User Group met at the offices of MCAD Technologies at 445 Union Blvd., Lakewood CO.

Bill Boland of MCAD hosted the meeting. Bill was available for the first hour of the meeting and had several interesting points for the group.

Board members in attendance:

Terry Ziemek – Promotions Director
Cathy Ross -- Treasurer
Steve Ray – Communications Director
Paul Larsen – Facilities Director
Steve Ellenburg – Presentation Director
Gerald Davis -- President

Gerald Davis called the meeting to order at 4:00PM.

The minutes from the December board meeting were approved.

Cathy Ross reported:

- Cathy has received an Employer Identification Number (EIN) from the IRS.
- Had identified US Bank as not charging a fee for a non-profit organization and would use them as the groups bank.
- We need to identify the persons that will have check signing authority in the COSUG charter. It was approved that Cathy and Gerald would have that authority. Gerald will modify the charter.

Reviewed the results from the initial COSUG survey.

Some findings from the survey discussed were:

- Responses were from people ranged from Colorado Springs to Fort Collins with the most being from Boulder/Longmont and metro Denver. Board discussed where we should have meetings to best serve the users. It was proposed to alternate meetings between locations in South Denver and North Denver to appeal to more users. We will monitor as more people sign up and also from attendance of February's meeting to see what location make most sense.
- Most respondents seem to want to have meetings that had presentations or demonstrations of how to best use SolidWorks.

Bill Boland said that MCAD would pay the annual fee (\$30) to set up a more in depth survey on Survey Monkey. Terry, Steve Ellenburg and Gerald will work to define the next survey questions and get it online.

Discussed what is the best time of day to hold user meetings. This will be one of the questions on the next survey. We will wait to see survey results before more discussions but the February meeting will start at 3 PM as originally set.

Terry has discussed with CADPO about being a sponsor presenter at February meeting, this is to finalize within 2 weeks.

Steve Ellenburg will be the User presenter at February meeting.

Steve Ray will have sign up sheets and nametags for the February meeting. The board members will have pre printed badges and sheets of peel and stick labels will be available for attendees to write their names on.

The February meeting is still scheduled to be at Synchroness, if sign up looks to exceed 30 people Paul has found that the City of Westminster community center may be a possibility. It will have a cost involved and he will confirm that cost.

Gerald presented forms for Guest Speaker Engagement, Sponsorship, Meeting Agenda and a Coupon that will be distributed by MCAD to new SolidWorks users. The board approved each form. Gerald will ask Bill Boland to email the Sponsorship form out to companies that may be interested in be COSUG sponsors.

It was discussed whether to allow Companies to post ads on the Website for job opportunities or to advertise their services and if there should be a fee for this. The decision was to allow the postings and to use the fee structure defined on the Sponsorship Form. Gerald requested that he be able to post his business in the 'Clients Wanted' section of the Website, no objections were made.

Promotional materials received from SolidWorks were reviewed. We still need to determine how they will be used.

The next User Group meeting is scheduled for February 10, 2005 from 3:00PM to 5:00PM at Synchroness.

The Board expresses thanks to Bill Boland for MCAD's hospitality.

The meeting was adjourned at 5:35PM.



Meeting Notes

From: Gerald
To: COSUG Members

Subject: February 10, 2005 meeting

We had approximately 47 members attend the meeting at DeVry University (there were a hand full of folks who arrived after the registration table was abandoned, so we don't know for sure). Our estimate is based on knowing there were 54 chairs and we recall that only a few of them remained vacant.

In a short 2 hours, we talked about mechanical drawings and how to make life easier on machinists, watched some face eating and part eating fillets, heard a story about what it is like to have good technical support, learned about concepts in product life cycle management, did a quick pass through the COSUG web site, raved a little bit about SolidWorks 2005, and we reviewed the results of the first COSUG online survey.

We also shook hands and greeted many fellow SolidWorks users, we fielded a question about dealing with complex dxf imported files, and picked up many nice door prizes (courtesy of SolidWorks and ConnectPress, LTD).

I was remiss in not introducing the Board of Directors at the meeting. These volunteers have put in many hours to organize a responsive and active user group.

Paul Larsen arranged for the location, the equipment, the beverages, and the snacks. He also tried to post signs directing traffic to the meeting room, but Westminster has a littering ordinance that caused him to go back and take his signs down off of the street lamps.

Terry Ziemek contacted Greg Katai and convinced him to put together the presentation on Agile™. From the number of questions and the huddle that formed around Greg during the breaks, it seemed that his presentation was well received. Terry is working on the plans for the April meeting. Let him know what your interests are with regard to commercial products and he will find the right guest speakers for us.

Steve Ellenburg organizes our tips & tricks presentations. If you would like to make a presentation, or if you have suggestions for topics, please let Steve know! As he said in his presentation, he is an experience machinist and tool maker. If you would like to talk with him about best practices in design, he is available.

Cathy Ross is dealing with fun stuff like the bank account, tax registration, and record keeping for the user group. She is a designer who knows both ProE and SolidWorks. It is fabulous that she is tackling the chore of Treasurer.

Steve Ray is routing all of the communications related to the user group. He gets messages from all of the board members, as well as from the SolidWorks community at large. Steve is also keeping the contact database up-to-date. If you want to change your email notification, let him know.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

Thank you on behalf of the COSUG Board of Directors,
Gerald Davis, President



Colorado SolidWorks User Group

Meeting Notes

Subject: April 7, 2005 meeting minutes:

We had 42 registered members attend the meeting at the Westminster campus of DeVry University

Robert McDonald, of SolidWorks, presented a very interesting demonstration of SolidWorks Animator. The presentation was of a rubber band powered dart gun and showed how you can use Animator to show things moving in an assembly, it can be a very powerful tool in making a project presentation. I think everyone was able to learn some new ideas from the presentation. The board would like to thank Robert for arranging the time to be here for our meeting. The presentation of the Dart gun can be downloaded from the COSUG web site for anyone who is interested in using it.

Kevin Van Liere and Terry Ziemek made a presentation on the use of configurations in assemblies and parts then fielded questions on various issues concerning using SolidWorks. Afterward there was time for the users in attendance to network and ask questions of other users.

The next meeting will be on June 9, 2005 at 3:00PM. The agenda will be announced in the near future.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

Thank you to all the attendees on behalf of the COSUG Board of Directors,

Steve Ray -- Communications director.

Colorado SolidWorks Users Group Board Meeting

Minutes of the Board Meeting

Thursday, May 18, 2005

The Board of Directors for the Colorado Solidworks User Group met at MCAD Technologies in Boulder. Our thanks to MCAD for making the room available.

Board members in attendance:

Terry Ziemek – Promotions Director
Cathy Ross -- Treasurer
Steve Ray – Communications Director
Paul Larsen – Facilities Director
Steve Ellenburg – Presentation Director
Gerald Davis -- President

Gerald Davis called the meeting to order at 5:00 PM.

Cathy Ross reported:

- Status of funds in the bank and expenses.
- We currently have approximately \$600 in the account

Paul will reserve room to hold next group meeting (June 9th) at DeVry. This will be the same room used for the February meeting. The meeting time will be from 3:00 to 5:00 PM.

Terry and Steve E. have defined the presenter for the June meeting. Waiting on confirmation.

Other items discussed:

- Generating a list of potential presenters for the group to review.
- Creating a cosug email account for people to write to with questions on Solidworks and ideals for meeting presentations.
- Possible other meeting site locations and maybe tours of companies. Cathy said that Waterpik could be a possible place for a Northern site. Steve E is going to talk with vendor in Berthoud for possible tour location. It was discussed whether to try and hold a meeting in the Southern area but no decision made until we have a better ideal of how many people would be interested in it.
- Should we try to have a users group meeting in conjunction with the SolidWorks 2006 roll out that MCAD puts on? It was agreed that we should have a presence, maybe a table with handouts to let people know about the User Group.

The meeting was adjourned at 5:45 PM.

Colorado SolidWorks User Group



Subject: June 9, 2005 meeting minutes:

We had 33 people attend the meeting at the Westminster campus of DeVry University

Gerald Davis, COSUG president, opened the meeting with an announcement of the 2005 Western Regional Solidworks User Conference will be held in San Diego this September.

Ramon Bushboom of StructureWorks presented several ways that users can improve efficiency by taking advantage of VBA (Visual Basic Application), API (Application Programming Interface) and some commands that are either under documented or not documented in SolidWorks. Some examples are the IIF, SWITCH and CHOOSE commands used in equations to add "intelligence" to solid models. He also demonstrated how to use the custom macro icon to launch a macro and how to record and edit macros. We watched as he created macros to change feature dimensions, select surfaces, make bend radii match sheet metal thickness, automate mates, and extract information into a worksheet. He used a cam follower assembly animation to generate a data source and exported the positional information into a spreadsheet. He also used a macro within Excel to automatically generate charts. Ramon's presentation will be available on the cosug web site for download if you would like to review.

Some books available for more info on API and VBA are:

VBA for Dummies (any major book store)

Automating SolidWorks 2004 *by Mike Spens* (amazon.com)

From the SolidWorks subscription web site look for SolidWorks API page.

Kevin VanLier (of 3 Dawn Consulting) and Terry Ziemek (COSUG Board Member) made a presentation on using the Collaboration function in 2005 and fielded questions on using 3D sketching; creating reference planes and pierce points, the use of limit mates, and the power of the move command in SolidWorks. Afterward there was time for the users in attendance to network and ask questions of other users.

The next meeting will be on Aug 4th, time date and agenda will be announced in the near future.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

On behalf of the COSUG Board of Directors, I want to say thank you to Ramon Bushboom for his insightful presentation and also to all the attendees. As always, we were pleased with the nifty door prizes donated by SolidWorks and ConnectPress.

Steve Ray -- Communications director.

Reference:

StructureWorks <http://www.structureworks.net>

3 Dawn Consulting LLC <http://www.3dawn.com>



Colorado SolidWorks User Group

Subject: August 4, 2005 meeting minutes:

We had 29 people attend the meeting at the Front Range Community College, Campus Hill Library Building in room L-211.

Gerald Davis, COSUG president, opened the meeting at 3:00PM and introduced Kevin Van Liere.

Kevin's presentation on Best Practices in File Management included tips on setting shortcuts to favorite file locations, approaches to organizing products, projects, and time-based folders. He took us through a fairly detailed examination of how SolidWorks searches for files when opening an assembly. This led to a discussion of the consequences of moving, renaming, and editing documents that are referenced in an assembly.

He also demonstrated the advantages of using SolidWorks Explorer for renaming assemblies and referenced documents.

Participants in the meeting asked numerous questions, which led to Kevin making an extended presentation.

Gerald Davis was scheduled to demonstrate his favorite techniques for making screen printing layouts and converting images into solid models. That was postponed to the next meeting.

In closing the meeting, Gerald pointed out that the COSUG board will be up for re-election in October. Any volunteers are urged to step forward. Contact Gerald for more information.

The next meeting will be on October 6, 2005. We plan on meeting at Front Range Community College at 3:00PM. The agenda will be announced in the coming weeks.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

On behalf of the COSUG Board of Directors, I want to say thank you to Kevin Van Liere for his insightful presentation and also to all the attendees. As always, we were pleased with the nifty door prizes donated by SolidWorks and ConnectPress.

Gerald Davis – COSUG President.

Reference: Dawn Consulting LLC <http://www.3dawn.com>

Colorado SolidWorks Users Group Board Meeting

Minutes of the Board Meeting

Thursday, August 4, 2005

The Board of Directors for the Colorado Solidworks User Group met at Front Range Community College, College Hill Library in Conference Room L-220.

Board members in attendance:

- Terry Ziemek, Promotions Director
- Cathy Ross, Treasurer
- Steve Ray, Communications Director
- Paul Larsen, Facilities Director
- Gerald Davis, President

Gerald Davis called the meeting to order at 5:10 PM.

Cathy gave the Treasurer's report. We currently have approximately \$415 in the account

Paul reviewed the challenges and advantages of meeting at FRCC. Since FRCC is donating the room to COSUG at a reduced rate, they need to have our Tax ID as a tax exempt organization to qualify for an IRS deduction.

Cathy made a motion to contact SWUGN with regard to Tax Exempt Status for the national user group. This would allow charter groups, such as COSUG, to achieve tax exempt status with minimum paper work. She volunteered to follow up with Richard Doyle.

After discussion, Cathy's motion was seconded by Paul and approved by the Board. It was concluded that, if SWUGN does not take action, COSUG will apply for tax exempt status and pay the fees from the COSUG treasury. Cathy and Paul will report on this at the next Board Meeting.

Paul will reserve room to hold next group meeting (October 6th) at FRCC. This will be the same room used for the August meeting. The meeting time will be from 3:00 to 5:00 PM.

Terry will be arranging for presenters for the next meeting. We discussed the interest in horizontal modeling, product management software, and on-line training. Terry will follow up with Steve Ellenburg to coordinate the final arrangements.

Gerald will contact Bill Boland about the rollout meetings for SolidWorks 2006. We would like to have MCAD do a little bit of promotion of COSUG by handing out the flyers and recommending <http://www.cosug.com>

The meeting was adjourned at 5:45 PM.



Colorado SolidWorks User Group

Subject: October 6, 2005 meeting minutes:

We had 39 people attend the meeting at the Front Range Community College, Campus Hill Library Building in room L-211.

Gerald Davis, COSUG President, opened the meeting at 3:00PM. Gerald introduced the current COSUG Board Members (Steve Ray, Cathy Ross, Steve Ellenburg, Paul Larsen, Terry Ziemek) and put forth a motion to retain the current COSUG Board Members in office for another year. The motion was approved by unanimous voice vote.

Gerald then presented some techniques for converting a JPG image into a solid model. He demonstrated using RasterVect (<http://www.rastervect.com>) to generate a DXF outline drawing based on a JPG image. Next, the DXF was imported directly into SolidWorks 2005. The resulting sketch had a large number of line segments, which made the sketch difficult to edit. Gerald pointed out that the resulting part would be unnecessarily expensive to manufacture on a metal cutting laser.

To simplify the sketch, Gerald demonstrated the use of the curve fit function (also known as CFIT) in MapTools (<http://www.tcicorp.com>). MapTools is an add-in for AutoCad. The audience was politely silent as AutoCAD R14 was used briefly. After saving the simplified drawing as a DWG file, Gerald imported the sketch into SolidWorks 2005. When he attempted to extrude the sketch into a base extrude, a few of the line segments were overlapping. Gerald demonstrated the use of Tools>Sketch Tools>Check Sketch for Feature to find the problem elements by using the “zoom to selected element tool”.

After no problems were reported with the sketch, Gerald attempted to generate the base extrude. An error occurred with a phantom line segment. After a few minutes of fumbling around, the demonstration was pronounced as cursed. Gerald then showed a similar model that had been created using the same methods.

As a final suggestion for capturing screen images for documentation, Gerald demonstrated the use of HyperSnap DX (<http://www.hyperionics.com>).

Participants in the meeting suggested using SnagIt as an alternative to HyperSnap. It was also pointed out that JPG images can be saved directly in SolidWorks using the “Save As” function.

After a short break the meeting resumed with Kevin Van Liere facilitating an Open Q & A session. (We had scheduled a presentation on Horizontal Modeling. The speaker was unexpectedly called out of town and had to cancel.) Kevin fielded questions about dangling dimensions, feature sketches that “break” when dependent features are modified, the use of assembly cuts to generate custom cross sectional views, and several tips for generating 3d sketches.

In closing the meeting, Gerald offered the attendees their pick of the many gifts donated to the user group by SolidWorks National User Group.

The next meeting will be on December 8, 2005. We plan on meeting at Devry University at 3:00PM. The agenda is tentatively set to include a presentation on stereo lithographic apparatus models (SLA) by Bob Olsen of Protogenic.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

On behalf of the COSUG Board of Directors, I want to say thank you to Kevin Van Liere for his insightful presentation and also to thank all of the attendees of the meeting.

Gerald Davis – COSUG President.

Reference: Dawn Consulting LLC <http://www.3dawn.com>

Colorado SolidWorks Users Group Board Meeting

Minutes of the Board Meeting

Thursday, October 6, 2005

The Board of Directors for the Colorado Solidworks User Group met at Front Range Community College, College Hill Library in Conference Room L-220.

Board members in attendance:

- Cathy Ross, Treasurer
- Steve Ray, Communications Director
- Paul Larsen, Facilities Director
- Gerald Davis, President

Gerald Davis called the meeting to order at 5:10 PM.

Cathy gave the Treasurer's report. She is still working on the non-profit status with the IRS. Since there is no deadline and no apparent demand for non-profit status for write-off of donations, the Board agreed that she can take her time with this.

Paul will arrange for a meeting room at Devry University for the December 8 meeting.

Steve Ellenburg will contact Protgenic to confirm their participation in the December meeting. He will also contact Kurt Anliker about making a SW06 Tips & Tricks presentation.

Gerald will contact Sue Evan of MCAD to get her thoughts on best geographic location for meetings, how to promote the user group, and whether she is willing to continue offering subscription renewal incentives to COSUG board members.

The meeting was adjourned at 5:45 PM.



**Colorado
SolidWorks User Group Meeting
October 21, 2004**

= Please RSVP =

- **call 303-429-5005**
- **email swusergroup@synchroness.com**

Topic: **SolidWorks 2005 Tips & Tricks**

The meeting will feature a demonstration on tips and tricks for SolidWorks 2005. The demonstration will feature such topics as installing SolidWorks 2005, running SW Rx and leveraging the export tools like eDrawings or Animator.

When:

October 21st
3:00 – 5:00pm

Where:

Synchroness Inc. Office.
10875 Dover St.
Unit 200, Westminster, CO.
[Map](#)

Board Positions:

Anyone interested in volunteering for a board member position for the Colorado SolidWorks User Group should email to swusergroup@synchroness.com.

Vendors:

The Colorado SolidWorks User Group needs vendors! If you would like to get your company noticed by the user community and you are in a position within your company that allows you to display your products and/or services, please sign up. There is no cost and no obligation to sign up. By registering with the Colorado SolidWorks User Group, your company will be listed in our vendor database and you will be contacted about upcoming meetings and events.



Colorado SolidWorks User Group

Subject: December 8, 2005 meeting minutes:

We had 33 people attend the meeting at DeVry University, Room 300.

Gerald Davis, COSUG President, opened the meeting at 3:00PM. He did a quick review of the results from surveys conducted with [surveymonkey.com](http://www.surveymonkey.com). A few people expressed interest in receiving these results via email.

Gerald then introduced Joel Quizon of MCAD, Technologies. Joel's presentation, "TOP 10 Tech Questions" was based on his experience as an Applications Engineer at MCAD.

After a short break the meeting resumed with Bob Olsen, Regional Sales Manager for Protogenic, making a presentation on SLA (stereo lithographic apparatus) modeling. He invited all of the attendees to make a short trip to tour the Protogenic facility as soon as the COSUG meeting adjourned.

In closing the meeting, Gerald asked attendees to introduce themselves and their reasons for attending the user group meeting.

At the end of the meeting, the attendees made their pick of the many gifts donated to the COSUG by SolidWorks National User Group.

The next meeting will be on February 9, 2006. We plan on meeting at Associated Thermoforming in Berthoud at 3:00PM. The agenda is tentatively set to include a presentation on best practices in designing for thermoformed plastic parts.

Be sure to visit <http://www.cosug.com> for updates on meetings, contact information, job opportunities, and user group activities.

On behalf of the COSUG Board of Directors, I want to say thank you to Joel Quizon for his insightful presentation and to Bob Olsen for his hospitality. Most importantly, I extend our thank you to all of the attendees of the meeting.

Gerald Davis – COSUG President.

Reference: Protogenic – <http://www.protogenic.com>