Institute of Transportation Engineers
Indiana Section

www.indianaite.org

ERICKA W.H. MILLER – PRESIDENT
DOUG VALMORE– VICE-PRESIDENT
JEFF HILL – TREASURER
GARY MROCZKA – SECRETARY
ED COX – DIRECTOR
HARDIK R. SHAH – PAST PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time:	November 6, 2014 at 3:11 p.m.
Location:	INDOT Traffic Management Center
Attendees:	Ericka Miller – President Doug Valmore – Vice President Jeff Hill – Treasurer Gary Mroczka – Secretary Ed Cox – Director Hardik Shah – Past-President
Absent:	None

ADMINISTRATIVE

- Ericka called the meeting to order at 3:11 p.m.

- **Oct. '14 Action Items:** The action items from the October 2014 meeting were reviewed.

    - Ed – Follow-up with Keith Mullens and Julian Hayes on applications. Approved by email. Send out certificates and welcome letters to Keith Mullens and Julian Hayes
    - Jeff – Send out current not-paid list of membership. Complete.
    - Jeff – Financial Report - Line 7 amount will be verified by Jeff.- Complete
    - Doug – Send Dennis Faulkenberg resume to Ericka - Complete
    - Jeff – Send list of sponsor logos to Ericka.- Complete
    - Doug – Send out notice to membership for Trine Dinner.- Complete
    - Hardik / Jeff / Doug – Finalize logistics with Ryan Overton and speaker for the Trine Student Dinner. - Complete
    - Ed – Call Paul M on November Social. - Pending
    - Gary – Nominee notification of 2015 Board of Directors - Complete
    - Doug – Verify with John Farrar if he has been a member for 15 years. - Complete
    - Ericka – Solicit members for ITE Polo order. - Pending

- **October Meeting Minutes:** The October 2014 meeting minutes were presented for approval by Gary M. Motion - Hardik, Second - Jeff, Approved – Unanimous.

- **New Membership Applications:** There was two new Membership Applications. Jeremy Kashman Motion - Jeff, Second -Hardik, Approved – Unanimous. Dan McCormick: Motion – Doug, Second -Hardik, Approved – Unanimous.

- **Membership Database:** One late due payment made in the last month.

- **Past records (Binders):** Secretary will scan and archive on the StarChapter website.

- **Road School Planning / ITE Banquet:** Meeting held on August 22nd. Jeff met with Tim Wells to review abstracts. Banquet: Alumni center is not available on Wednesday evening. Prof Bullock suggested an informal setting with Pizza. Doug will contact Sarah Hubbard. Dates are March 10-12, 2015.

- **Scholarship Applications**: Send out notice of applications by end of November which will be due by February 1, 2015. Ericka to contact Rich Z. Retain exist scholarship levels as 2014 for 2015.

- **Director position:** Nominating Committee reached out and contacted the two potential nominees. Letter from the committee by October 15th. Email solicitation to the membership on November 1st for additional nominees. Ballot start on November 20th for director. Ballot open through 12/05/14

- **Life time Membership:** Gary will include notification to membership in email of new director. November 15th if others are nominated.

- **American Express:** Jeff followed up with the new CFO of National inquiring about 501c3 status and FHWA group reimbursement.

- **Newsletter**: Doug is working on his portion of the newsletter and will have it turned in to Hardik by his deadline. I assume that a simple work document is fine. Due date by December 1st. Word document.

FINANCIAL

- Jeff provided a Treasurer's update that showed there is approximately $7101.04 in the bank at end of October.
- October Tech Lunch had 54 registrations (1 complimentary). Total loss on the amount of $186.35.
- ITE Scholarship Golf Outing made a grand total $1,176.15.

COMMITTEE UPDATES

Committee	Liaison	Discussion Topic
Program	Doug	Meeting was held on 2/24/14 at INDOT TMC. Great brainstorming.
Membership/Social	Ed	Paul Mykytka is chair of the committee. Social in November. Ed to coordinate with Paul on a date.
ITE/LTAP Summer Seminar Committee	N/A	Not necessary this year, no conference.
Scholarship	Doug	Three scholarships were awarded at the Road School Banquet.
Scholarship Golf	Doug	Rich Zielinski and Zach Wolf are co-chairs. 70 registered. Door prizes all purchased.
District Annual Meeting	Ericka/	Committee members: Will Tolbert, Sandra Jones, Tom Ford, Jay Wasson & Tony Jones.

	Doug	
Nominations	Gary	Dave Henkel is the chair of this committee. Two candidates identified and both are interested. Finalize interest and provide names to Dave Henkel for formal acceptance.
Audit	Doug	Kimberly Mills will complete the audit of the 2013 records. Doug met Kimberly Mills about the plan for the audit.

PROGRAM: UPCOMING EVENTS

November Student Dinner at Purdue (Thurs 11/13/14)

- Heavy Vehicle Safety at Roundabouts (Thomas Hall)
- Who from the Board will be attending?
- Podium, mic, screen? Menu? Deposit
- We currently have 18 registered. Only a couple of students. Thomas Hall is recruiting other students and may be able to add up to 15 more. I will send out a reminder tomorrow.
- All arrangements have been made through Debbie. No deposit was required.

December pizza dinner at Trine (Tues 12/2/14, 5:30-7:30pm)

- Mike Siffer (GAI Consultants, Inc.) – confirmed
- Discuss format/presentation
- I will send out a reminder the end of next week

December Holiday Lunch (Fri 12/12/14)

- Eddie Merlot's
- Deposit and menu complete.
- Life Membership – John Myers and John Farrar

February Tech Lunch:

- State Rep Larry Buschon has been contacted. Ericka will follow-up to secure a date if interested. Date based on speaker availability.

ACTION ITEMS

- Ed – Send out certificates and welcome letters to Keith Mullens and Julian Hayes
- Doug will contact Sarah Hubbard
- Ericka to contact Rich Z about send out solicitations for scholarship.applications
- Ericka is contacting State Rep Larry Buschon's office.
- Doug will contact Kimberly Mills about the audit.
- Doug will provide bios for the dinner speakers.
- Ed will coordinate the social.
- Ericka needs bios for lifetime members.
- Hardik will send Doug Lifetime Certificates.

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Adjourn – 4:25 pm