Institute of Transportation Engineers
Indiana Section

www.indianaite.org

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

SECTION BOARD MEETING MINUTES

Date/Time:	October 8, 2014 at 11:42 a.m.
Location:	URS Corporation One Indiana Square, Suite 2100 Indianapolis, IN 46204
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 11:43 a.m.

- **Sept. '14 Action Items:** The action items from the September 2014 meeting were reviewed.
  - Doug – Upload on website sponsorship list. - Complete
  - Gary – Organize materials and upload in minutes. – Pending.
  - Doug – Inquire to Rathskeller about soda. – Complete.
  - Hardik – Coordinate with Trine (Ryan Overton) for Student Dinner to pick a date in December. - Complete
  - Ed – Letters and certificates to Evan Land and Joyce Newland. - Complete
  - Ed – Follow-up with Keith Mullens and Julian Hayes on applications.- Pending.
  - Gary - 2014 dues waived. Set expiration date to 2/28/15. - Complete
  - Gary – Eliminate Keith Mullens from inventory. - Complete
  - Gary – create Past Presidents and add as a sub-group on Star Chapter. - Pending
  - Hardik – send most recent list of past presidents. - Complete
  - Hardik - find out if INDOT has been solicited about public agency solicitation. Hardik will get with Ericka. - Pending
  - Ed to reach out to Paul M to set potential dates for November social. – Pending
  - Doug – contact Rich about extra cart for Ed to do photos and Sandra J and Julie Thurman about drink carts. - Complete
  - Doug will contact Rich Z to finalize preparations for the Golf Outing. - Complete

- **September Meeting Minutes:** The September 2014 meeting minutes were presented for approval by Gary M. Changes – Minor changes and typos. Motion - Jeff, Second - Doug , Approved – Unanimous.

- **New Membership Applications:** There was one new Membership Application to review from this past month, Dan McCormick. Motion - Jeff, Second -Doug, Approved – Unanimous.

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

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

- **Road School Planning:** October 22nd is planning committee meeting at Purdue. No ITE track. Jeff and Hardik planned to go. Road School is March 10-12, 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:** Include in email of new director. November 15th if others are nominated.

- **American Express:** Jeff followed up with the new CFO of National inquiring about C3 status and FHWA group reimbursement.

FINANCIAL

- Jeff provided a Treasurer's update that showed there is approximately $7,706.33 in the bank at end of September. Line 7 amount will be verified by Jeff.
- Status on dues received – 146 paid and received + INDOT + FHWA group memberships.
- Adding American Express is still pending due to required financial information. Further discussion is required with other chapters at the National Meeting. – Jeff requested input from ITE International on what options. IRS 501-C3 status would potentially change the outlook.

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/Doug	Committee members: Will Tolbert, Sandra Jones, Tom Ford, Jay Wasson & Tony Jones.
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.

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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

October Tech Lunch at the Rathskeller (Thurs 10/23/14)

- Blue Ribbon Commission Report (Dennis Faulkenberg)
- What announcements need to be made?
- Reminder

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?

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

- Mike Siffer (GAI Consultants, Inc.) – confirmed
- Discuss format/presentation

December Holiday Lunch (Fri 12/12/14)

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

ACTION ITEMS

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

Adjourn – 1:25 pm

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