Institute of Transportation Engineers
Indiana Section

www.indianaite.org

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

SECTION BOARD MEETING MINUTES

Date/Time: May 8, 2014 at 3-5 p.m.

Location: Indianapolis Traffic Management Center

Attendees: Ericka Miller – President
Doug Valmore – Vice President
Gary Mroczka – Secretary
Hardik Shah – Past-President
Jeff Hill – Treasurer
Ed Cox – Director

Absent: None

ADMINISTRATIVE

- President Miller called the meeting to order at 3:04 p.m.

APRIL 2014 ACTION ITEMS

- Updates to membership database: Doug will correct expired list. (Pending)

NEW BUSINESS

- Approval of the April meeting minutes: No changes. Motion: Ericka, Doug Second. Approved.
- New Members:
  - Jason Bowers – Doug motion, Hardik – second. Approved
  - Kieth Mullens – Incomplete application – Tabled
  - Ed: J. Bowers - To amend letter and Ericka/Gary will review. Ed will notify Mr. Bowers and send certificate
  - Notify K. Mullens to fill out application.
- Sponsorship update: Jeff Hill presented the update, $13,000 committed, $7,500 paid. Doug and Hardik will recommend sponsor list inventory to Board by June Meeting.
- Sponsor logos on website: Jeff confirmed he is adding as the sponsor payments are made.
- Fee for job postings on website: Jeff Hill presented his results from a cursory review completed on what other organizations charge to post job openings. Typically in the range of $150-$400, $250 / 30 day – ITE national. LTAP is free. Govt jobs - $175. Motion: Gary made motion for Sponsors only. Free, 60 day posting. Indiana based jobs only. Any field in transportation. Second: Hardik. Unanimously Approved.

- Status on dues received: Jeff presented the current status of membership dues as of this morning. 53 paid ITE National members, 67 local only paid. 80+ delinquent members. (20 INDOT) Jeff will send list.
- Adding American Express as a payment option on StarChapter website: Jeff requested item to be tabled.
- Student section activities budget – Hardik received a request from Darcy Bullock of Purdue University. The student chapter requested to use the unused balance from 2013 of $560 + $1,000 from 2014 to apply for travel expenses for the Traffic Bowl Team at the National Meeting. Ericka – motion, Hardik – second. Unanimously Approved.
- Mike Wenning at GAI Consultants Request: Mike Siffer, traffic engineer from GAI desires to become active in ITE Indiana with Trine University with the student chapter. Jeff to respond to request to help out with student chapter dinner.
- Discuss possible 2-yr terms for Secretary & Treasurer: Ericka presented the concept and rotation. Team agreed to start rotation in 2016 to allow the public sector Board member to avoid the Treasurer position due to complications with solicitation. The nomination committee will make a condition of new "private sector" director for 2015.
- Erik Hellmuth, safety evaluation technical paper: Mr. Hellmuth requested consideration to present technical paper he authored during his college career. Topic was a potential but details and outcome of research was not known. Ericka will contact Erik to present an abstract for consideration.
- Nadia Gkritza of Purdue University, SELECT request: Ms. Gkritza requested ITE Indiana to participate with others at a cost of $2,500 first year and $5,000 thereafter to support the SELECT research project. Gary made motion to respectfully decline, Doug second. Unanimously Approved.

FINANCIAL

- Monthly Treasurer's report (Jeff): Jeff Hill presented the Treasurer's Report. At the end of April 2014, checking balance of $40,189.76. Great Lakes District expenses are pending outlay. Jeff needs to calculate bank fees for GLD to be paid by District. Ericka noted that Line #14 needs to be reviewed ($180 for INDOT coupons from Oct 13 Tech lunch, $112 in April). Add footnote for $180 Line #14. Move $112 to the appropriate line.
- GLD Monument Walking Tour: Cancelled at GLD meeting ($150 minimum). ITE Section held and charged $10 to recover costs. Great Lakes District will reimburse difference to ITE Indiana. Jeff will deduct off the total owed to District.
- April Social: 20+ came. Doug attended on the behalf of Board. Spent $98.39 out of $100 budgeted.
- Road School Banquet event report: Doug will send Jeff the detailed receipt for Road School Dinner.

COMMITTEE UPDATES

Committee	Liaison	Discussion Items
Program	Doug	Meeting was held on 2/24/14 at INDOT TMC. Great brainstorming. Jim Poturalski sent out list of potential topics & speakers.
Membership/Social	Ed	Paul Mykytka is chair of the committee. Socials in April, Aug & Nov. Budget for apps.
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 & Zach Wolf are co-chairs. Jerry Bollinger has agreed to serve as committee member. Next committee meeting on 5/9/14.
District Annual	Ericka/	Any follow-up items?

Meeting	Doug	
Audit	Doug	Kimberly Mills will complete the audit of the 2013 records.
Nominations	Gary	Dave Henkel is chair of the committee.

UPCOMING EVENTS

May - ASCE Day at the Track (5/16/14)
- Attending Board members should wear polos.

June – KIB Event (Fri 6/20/14)
- Paul Mykytka working on flyer
- Announcement should go out three weeks in advance
- Ed: should coordinate with Paul Mykytka to determine date & location for August social.

Webinar (Doug has identified several options)
- Access Management, June 4th at Structurepoint.
- Announcement should go out three weeks in advance
- Registration to be on StarChapter.

July Tech Lunch (Tues 7/15/14)
- Scott Adams is speaking - Practical Design Success Stories
- Location: Rathskeller
- Announcement should go out three weeks in advance
- Confirm podium, mic, projector, screen, etc

August Social
- Ed should coordinate with Paul Mykytka to determine date & location
- Coordinate with board members in hopes of strong attendance

Scholarship Golf Outing in September (9/16/14)

UPCOMING MEETINGS

6/12/14, 11:30am-1:30pm (Structurepoint)
7/10/14, 11:30am-1:30pm (Parsons Brinckerhoff)
8/7/14, 11:30am-1:30pm (Clark Dietz)
9/11/14, 11:30am-1:30pm (Fishers Town Hall)
10/9/14, 11:30am-1:30pm (URS)
11/6/14, 3-5pm (INDOT TMC)

MAY ACTION ITEMS

- Doug: Still pending on expired members list.
- Ed: will notify, rewrite letter and send certificate – J. Bowers
- Ed: Notify K. Mullens to fill out app.
- Doug and Hardik: Updated sponsorship list to be recommended to Board by June Meeting.
- Jeff: Send out due list via email.
- Jeff: Respond to Mike Wenning (GAI) to request to help out with student chapter dinner.
- Jeff: Review and adjust Line #14 appropriately listed above.
- Ericka: Respond to Erik Hellmuth to submit abstract for future speaking considerations.
- Doug: Send Jeff detailed receipt for Road School Dinner.
- Ed: coordinate with Paul Mykytka to determine date & location for August social.

Adjourn 4:45 pm