Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – January 13, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: January 13, 2017 at 1:30pm

Location: Indianapolis Traffic Management Center

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Administrative

Gary called the meeting to order at 1:40pm. The Board welcomed Lauren as our newest member.

1. The Board reviewed the previous month's action items.
    a. PENDING
    Gary will set up 2017 committees.
    b. PENDING
    Rich and Lauren will become National members.
    c. PENDING
    Kim, Gary, & Ed will meet to prepare 2016 audit.
    d. PENDING
    Board discussed whether or not we want National ITE to collect the Section dues for National members. This will make it easier for national members to only pay once. Discussion was tabled until we know how many members this will affect. Ed will get a list of national members.
    e. PENDING
    Rich will need to change address of Board contact with each university's Bursar's Office. Tabled until summer.
    f. COMPLETE
    Rich uploaded 2016 section meeting minutes to website.
    g. COMPLETE
    Gary sent out 2017 sponsorship letters.
    h. COMPLETE
    Gary sent out Board meeting dates for 2017.
    i. COMPLETE
    Rich completed 2017 draft section budget.

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2. December 2016 Board Meeting minutes were reviewed. Correction to minutes: The Great Lakes District Meeting dates are April 19-20, 2017. Motion to approve the minutes with correction was made (Jeff) and seconded (Ed). **MOTION PASSED.**
3. The Board reviewed and edited the Duties of the Indiana Section Board document. Laura will send out the revised document.
4. No new member applications were received this month.
5. Star Chapter was updated with the new 2017 Section Board.

Financial

1. Ed will provide the monthly December 2016 cash flow report and any outstanding event reports when available.
2. Ed reported the $10,000 check sent to National for the scholarship cleared.
3. The Board reviewed the 2017 draft budget. Rich will make revisions and send to Board.

Committee Updates

1. Gary will work on establishing the 2017 Committees. Gary will send a general email to the membership soliciting volunteers to serve on committees.
2. Everyone should think of ideas for social events and send to Lauren.

Events

1. February Tech Lunch - Ed will send numbers to the Rathskeller one week prior to event. Ed Solliday is the scheduled speaker.
2. Purdue Road School - Ed will coordinate with Debbie Horton at Purdue for the Road School Banquet. Everyone should think of speaker ideas. Shawn Leight will be in attendance and will likely want to give a National update.
3. Event notices should be sent out to membership at least one month prior to event.

Other

1. Rich had a conflict with the proposed March Board Meeting. Gary will determine if another March date works for all. Everyone should send possible March meeting dates to Gary.

Action Items

Everyone

1. Review bylaws before next meeting.
2. Send Social event ideas to Lauren.
3. Send possible March meeting dates to Gary.
4. Think of ideas for Road School speaker.

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Gary

5. Appoint Committee chairpersons and members by **1/31/17**. Send email to membership to solicit committee volunteers.
6. Send out revised March meeting date.
7. Meet with Kim & Ed to prepare 2016 audit.

Ed

8. Send numbers to Rathskeller by **1/31/17**.
9. Email bylaws (done)
10. Close out 2016 financials and send to Gary and Rich.
11. Meet with Kim & Gary to prepare 2016 audit.
12. Check with National about process for ordering ITE Journal, and tax form information.
13. Coordinate with Debbie Horton for Road School Banquet.

Rich

14. Send out dues notice to the section membership by **1/15/17**.
15. Edit 2017 draft budget.
16. Order ITE Journal subscriptions for non-national section members.
17. Become National member.

Laura

18. Edit and send to Board revised duties document.
19. Show Lauren how to add new members to Star Chapter when next new member is approved.
20. Change official mailing address for Section.

Lauren

21. Become National member.

Jeff

22. Send out sponsor list for the Board to review for possible new sponsors.
23. Post newsletter to website.
24. Write Star Chapter to-do list for each new Board.

The meeting adjourned at 3:33pm.

Next meeting: February 17, 2017 at 11:30am at AECOM.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – February 17, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: February 17, 2017 at 11:30am

Location: AECOM

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 11:45am.

1. Email motion to support Tuesday Road School reception with $5000 was made by Gary on 2/6/17. Jeff seconded. Discussion and voting started over email and concluded at the meeting. Voting was as follows:
   Gary, Rich: yes
   Jeff, Laura, Ed: no
   MOTION FAILED.

2. The Board reviewed the previous month's action items.
   COMPLETED
   - Review bylaws before next meeting.
   - Send Social event ideas to Lauren.
   - Send possible March meeting dates to Gary.
   - Think of ideas for Road School speaker.
   - Appoint Committee chairpersons and members by 1/31/17. Send email to membership to solicit committee volunteers. – Gary
   - Send out revised March meeting date. – Gary
   - Send numbers to Rathskeller by 1/31/17. –Ed
   - Close out 2016 financials and send to Gary and Rich. – Ed
   - Check with National about process for ordering ITE Journal, and tax form information. – Ed
   - Coordinate with Debbie Horton for Road School Banquet. –Ed
   - Send out dues notice to the section membership by 1/15/17. –Rich
   - Edit 2017 draft budget. – Rich

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COMPLETED, cont.

- Become National member. – Rich
- Edit and send to Board revised duties document. – Laura
- Send out sponsor list for the Board to review for possible new sponsors. – Jeff
- Post newsletter to website. – Jeff
- Write Star Chapter to-do list for each new Board. – Jeff

PENDING

- Meet with Kim & Ed to prepare 2016 audit. – Gary Planned for next week
- Order ITE Journal subscriptions for non-national section members. – Rich Pending
- Show Lauren how to add new members to Star Chapter when next new member is approved. – Laura Pending
- Change official mailing address for Section. – Laura Pending tax id information (Jeff sent)
- Become National member. – Lauren Pending

3. January 2017 Board Meeting minutes were reviewed. Motion to approve the minutes with correction was made (Rich) and seconded (Jeff). **MOTION PASSED.**
4. Lauren noted there was a discrepancy between the member application and the bylaws regarding the required number of references for new applicants. We will leave as is for now.
5. New member applications were reviewed and voted on as follows. Lauren to notify newly-approved members and send out certificates.
   - Jesse Combs (Motion: Jeff, 2nd: Gary; **MOTION PASSED**)
   - Manoj Sutaria (Motion: Gary, 2nd: Ed; **MOTION PASSED**)
   - Mischa Kachler (Motion: Gary, 2nd: Ed; **MOTION PASSED**)
   - Kevin Roberts (Motion: Rich, 2nd: Ed; **MOTION PASSED**)
   - Michael Yacullo (Motion: Gary, 2nd: Jeff; **MOTION PASSED**)

Financial

1. Budget - The Board reviewed the January 2017 budget as presented by Rich.
2. Sponsors - Jeff gave update on sponsorships. Jeff will remind those previous sponsors who haven't paid yet for this year.
3. Membership Dues – After Gary sends Jeff the list of paid INDOT members (from Jim P.), Jeff will update/reconcile membership database. Rich will send reminders out for dues. The Board will revisit the unpaid member list at the March meeting and split up contacts between Board members.
4. The Scholarship funds have been transferred to the investment account.
5. Gary and Ed will continue to work with ITE National on tax exempt status and tax filings. Ed will follow-up with Colleen.
6. ITE Journal for IN-only memberships – Ed has requested a list of national members from Colleen, but has not received it yet. Once list is received, ITE Journals can be ordered for non-national members.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – February 17, 2017

Committee Updates

1. 2017 Committees were established as follows.

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Mykytka	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Lauren to set up meeting
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Meeting scheduled
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Meeting TBD after Program Committee meets
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Conference call scheduled
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	
Audit	Cox	Mills		
Nominations	Slusher	Henkel		
Newsletter	Hill	n/a		

Events

1. Purdue Road School Scholarship Banquet
   - Scheduled for March 8 at Purdue Union
   - 5:30 – 8:00pm
   - Speakers are Lucy Richardson (Purdue) and Shawn Leight (ITE)

     Note: Laura will be late to the Road School Scholarship Banquet due to Road School commitments. Someone else will have to print and bring the attendee list and check people in. ***(Recommend sorting the list alphabetically)***

2. Great Lakes District Meeting
   - April 19 – 20
   - Ann Arbor, MI

3. Social???
   - Late March/early April???

4. Event notices should be sent out to membership at least one month prior to event.

Other

1. Section federal tax ID number is 26-4205089.

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Executive Board Meeting – February 17, 2017

Action Items

Everyone
1. Update individual bio's on StarChapter.
2. Determine who will print and bring attendee list to Road School Scholarship Banquet and check-in people (in Laura's tardiness).

Gary
3. Notify appropriate people that Section will not be co-sponsoring Tuesday evening Road School reception.
4. Send list of paid INDOT members (from Jim P.) to Jeff.
5. Meet with Kim & Ed to prepare 2016 audit.

Ed
6. Meet with Kim & Gary to prepare 2016 audit.
7. Follow-up with National for list of national IN section members and tax status/filing information.

Rich
8. Send reminder out to membership to pay dues.
9. Order ITE Journal subscriptions for non-national section members.

Laura
10. Change official mailing address of the Section.
11. Show Lauren how to add new members to Star Chapter when next new member is approved.

Lauren
12. Become National member.
13. Notify newly-approved Section members of their status, add them to membership database, and send out certificates and welcome email. Ask Laura if any questions.

Jeff
14. Follow-up with previous sponsors who have not yet paid for this year.
15. Update/reconcile INDOT paid members list (received from Gary) in membership database.

Gary moved to end the meeting, which was seconded by Jeff. **MOTION PASSED**.
The meeting adjourned at 1:03pm.

Next meeting: March 24, 2017 at 11:30am at American Structurepoint.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – March 24, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: March 24, 2017 at 11:30am

Location: Parsons Brinckerhoff, Indianapolis

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Absent: Rich Zielinski – Treasurer

Administrative
Gary called the meeting to order at 11:41am.

1. The Board reviewed the previous month's action items.

   COMPLETED
   - Meet with Kim prepare 2016 audit. – Gary & Ed
   - Show Lauren how to add new members to Star Chapter when next new member is approved. – Laura
   - Change official mailing address for Section. – Dropped; Board decided this was not needed until we were incorporated for non-profit status.
   - Become National member. – Lauren
   - Notify appropriate persons that Section will not be co-sponsoring Road School reception. – Gary
   - Follow-up with National for tax status/filing information. – Ed
   - Notify newly-approved members of their status, add to database, and welcome email with certificates. – Lauren
   - Follow-up with previous sponsors who have not yet paid for this year. – Jeff

   PENDING
   - Order ITE Journal subscriptions for non-national section members. – Rich
   - Send list of paid INDOT members to Jeff. – Gary
   - Follow-up with National for list of national IN section members. – Ed
   - Send reminder out to membership to pay due, mentioning late fee. – Rich
   - Update/Reconcile INDOT paid members list. – Jeff

2. February 2017 Board Meeting minutes were reviewed. Motion to approve the minutes with correction was made (Laura) and seconded (Jeff). **MOTION PASSED.**

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Indiana Section
Executive Board Meeting – March 24, 2017

3. New member applications – None.

Financial

1. Budget - The Board reviewed the February 2017 budget as emailed by Rich prior to the meeting.
2. Sponsors - Jeff gave update on sponsorships.
3. Membership Dues – Gary will create a list of unpaid members after the dues deadline (March 31) has passed. The Board will revisit the unpaid member list at the April meeting and split up contacts between Board members.
4. Gary and Ed will continue to work with ITE National on tax-exempt status and tax filings.
5. ITE Journal for IN-only memberships – Ed has requested a list of national members from Colleen, but has not received it yet. Once list is received, ITE Journals can be ordered for non-national members.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Mykytka	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Lauren will work with Paul to set up April social, e.g. bowling and/or happy hour
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Met and scored ideas. Sent to Seminar Committee.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	First meeting scheduled for April 5th.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Met & working on date. Sept. 12th planned.
Audit	Cox	Mills	-	In process.
Nominations	Slusher	Henkel	-	-
Newsletter	Hill	-	-	-

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – March 24, 2017

Upcoming Events

1. **Great Lakes District Meeting (Ann Arbor, MI)**
   - April 19 – 20

2. **Social (April?)**
   - Bowling? Happy Hour?
   - Lauren to contact Paul to set something up.

3. **Bloomington Technical Workshop (TBD, September)**
   - 10am-12pm workshop, 12-1pm lunch, 1-2pm walking tour
   - Bloomington staff introductions, networking
   - Open road item – LPA project
   - Walkability/Bike technical topic
   - Lunch
   - Walking tour of ADA and ped/bike items

4. Event notices should be sent out to membership at least one month prior to event.

Action Items

Gary

1. Send list of paid INDOT members to Jeff.
2. Create list of members who have not renewed as of April 1st.
3. Reach out to universities who don't have ITE student chapters.
4. Reach out to Adam Burns (ASCE).
5. Continue to work with National on tax-exempt status and tax filings.

Ed

6. Follow-up with National for list of national IN section members.
7. Continue to work with National on tax-exempt status and tax filings.

Rich

8. Send reminder out to membership to pay dues, with mention of late fee.
9. Order ITE Journal subscriptions for non-national section members.

Jeff

10. Follow-up with previous sponsors who have not yet paid for this year.
11. Update/reconcile INDOT paid members list (received from Gary) in membership database.

Gary moved to end the meeting, which was seconded by Ed. **MOTION PASSED**.
The meeting adjourned at 12:32pm.

Next meeting: April 21, 2017 at 11:30am at American Structurepoint.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – April 21, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: April 21, 2017 at 11:30am

Location: City of Fishers

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 11:45am.

1. The Board reviewed the previous month's action items.

COMPLETED
- Send list of paid INDOT members to Jeff. – Gary
- Send reminder out to membership to pay dues. – Rich
- Update/reconcile INDOT paid members list. – Jeff
- Create list of members who have not paid by April 1st. – Gary
- Reach out to Adam Burns (ASCE). – Gary
- Work with ITE National on tax-exempt status and filings. – Gary
- Follow-up with previous sponsors who have not yet paid this year. – Jeff

PENDING
- Order ITE Journal subscriptions for non-national section members. – Rich
- Follow-up with ITE National for a list of national IN section members. – Ed
- Reach out to universities who don't yet have a student chapter. – Gary

2. March 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Ed) and seconded (Jeff). **MOTION PASSED.**
3. New member applications were reviewed and voted on as follows. Lauren to notify newly-approved members and send out certificates.
   - Johnathon Nail (Motion: Jeff, 2nd: Laura; **MOTION PASSED**)
   - Colin O'Keefe (Motion: Laura, 2nd: Ed; **MOTION PASSED**)
   - Tommy Nantung (Motion: Gary, 2nd: Laura; **MOTION PASSED**)
   - Gail Lee (Motion: Jeff, 2nd: Rich; **MOTION PASSED**)

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – April 21, 2017

Financial

1. Budget - The Board reviewed the March 2017 budget as presented by Rich.
2. Scholarships – Rich will contact the Bursar's Office at those universities with scholarship recipients to arrange payment at the appropriate time.
3. Unpaid members – The Board divided up the list of unpaid/expired members to contact.

Committee Updates

1. 2017 Committee updates below.

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Mykytka	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Possible May event & KIB event TBD.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Done.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Planning event. July 26th.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Done.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Date set. Sept. 19th.
Audit	Cox	Mills		
Nominations	Slusher	Henkel		
Newsletter	Hill	n/a		

Events

1. Socials
   - Early May, possible bowling or other happy hour type event.
   - Keep IN Beautiful event.
   - After summer seminar on July 26th.

2. ASCE/ITE Day at the Track – May 19th
3. Transpo Seminar – July 26th
   - Board approved a $50 gift card to be raffled off as a door prize for attendees who filled out a punch card by visiting all vendors. (Motion made by Laura, seconded by Gary; **Motion Passed**.)
   - Board would like to add two session topics, one on Management (speaker: Rich Z.), one on "roads" (topic and speaker TBD).
   - Board would like speakers to submit abstracts

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4. August Tech Lunch?
5. Scholarship Golf Outing – Sept. 19th
6. Bloomington Technical Workshop – TBD, Sept/Oct. IN LTAP would like to co-host.
7. Event notices should be sent out to membership at least one month prior to event.

Action Items

Everyone

1. Contact unpaid/expired members to remind them to renew.

Gary

2. Reach out to universities who don't yet have a student chapter.

Ed

3. Follow-up with National for list of national IN section members.

Rich

4. Order ITE Journal subscriptions for non-national section members.
5. File with IRS.
6. Contact universities about paying scholarships to students.

Lauren

7. Notify newly-approved Section members of their status, add them to membership database, and send out certificates and welcome email.
8. Contact Paul to set up socials.

Jeff

9. Change Rob Wheeler to Lifetime Member.
10. Modify "red" names from expired members list to "non-members" in Star Chapter.
11. Don't drop A&F members listed as "red" on expired members list.

Gary moved to end the meeting, which was seconded by Jeff. **MOTION PASSED**.
The meeting adjourned at 12:52pm.

Next meeting: May 11, 2017 at 11:30am at American Structurepoint. Laura will be calling in.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – May 11, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: May 11, 2017 at 11:30am

Location: American Structurepoint

Attendees: Gary Mroczka – President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Absent: Ed Cox – Vice President

Administrative
Gary called the meeting to order at 11:37am.

1. The Board reviewed the previous month's action items.

   PENDING
   - Order ITE Journal subscriptions for non-national section members. – Rich
   - Follow-up with ITE National for a list of national IN section members. – Ed
   - Reach out to universities who don't yet have a student chapter. – Gary

2. April 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Rich) and seconded (Jeff). **MOTION PASSED.**
3. New member applications were reviewed and voted on as follows. Lauren to notify newly-approved members and send out certificates.
   - Dwayne Harris, INDOT (Motion: Gary, 2nd: Rich; **MOTION PASSED**)

Financial
1. Budget - The Board reviewed the April 2017 budget as presented by Rich.
2. Jeff updated the Board about the investment account.
3. Per Jeff, all sponsors who committed to sponsorships this year have paid.
4. Rich has seen an increase in recent renewals. Board to continue contacting those who haven't renewed.
5. ITE Journals are now $100/person/year. Board should cover the increase for this year but discuss what to do about the price increase in the future. Rich will contact Colleen to ask when the price increase occurred.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – May 11, 2017

Committee Updates

1. 2017 Committee updates below.

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Mykytka	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Lauren to talk to Paul and possibly assign other member as chair.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Done.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	July 26th. In the planning process.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Done.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Sept. 19th. Rich to reach out to see how new regulations will affect attendance.
Audit	Cox	Mills		
Nominations	Slusher	Henkel		
Newsletter	Hill	n/a		

Events

1. Socials
   - May and/or June events TBD
   - After summer seminar on July 26th at District Tap.

2. ASCE/ITE Day at the Track – May 18th
3. Transpo Seminar – July 26th
   - Board would like to add two session topics, one on Management (speaker: Rich Z.), one on "roads" (topic and speaker TBD).
   - Board would like speakers to submit abstracts

4. August Tech Lunch?
5. Scholarship Golf Outing – Sept. 19th
6. Bloomington Technical Workshop – October 12th. IN LTAP to co-host.
7. Event notices should be sent out to membership at least one month prior to event.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – May 11, 2017

Action Items
*** duplicate items*

Everyone
1. Contact unpaid/expired members to remind them to renew.

Gary
2. Reach out to universities who don't yet have a student chapter.
3. Decide how to deal with ITE Journal price increase in the future.
4. Come up with session for summer seminar with Rich. **

Ed
5. Follow-up with National for list of national IN section members.

Rich
6. Order ITE Journal subscriptions for non-national section members.
7. File with IRS. Do EIN/tax paperwork.
8. Contact universities about paying scholarships to students.
9. Figure out how to avoid new members being charged a late fee by Star Chapter.
10. Reach out to see how new regulations may affect attendance at golf event.
11. Contact Colleen to ask when price increase happened for ITE Journals.
12. Come up with session for summer seminar with Gary. **

Lauren
13. Notify newly-approved Section members of their status, add them to membership database, and send out certificates and welcome email.
14. Update the expiration date of new INDOT members to February 28, 2018.
15. Contact Paul to set up socials or replace him as chair if needed.

Jeff
16. Change Rob Wheeler to Lifetime Member.
17. Modify "red" names from expired members list to "non-members" in Star Chapter.
18. Don't drop A&F members listed as "red" on expired members list.

The meeting adjourned at 1:09pm.

Next meeting: June 16, 2017 at 11:30am at Indiana LTAP (3000 Kent Avenue, West Lafayette, IN)

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – June 21, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: June 21, 2017 at 11:30am

Location: Indiana LTAP, West Lafayette

Attendees: Gary Mroczka – President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Absent: Ed Cox – Vice President

Administrative
Gary called the meeting to order at 11:41am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Reach out to universities who don't yet have a student chapter (Gary).
   - File with IRS. Do EIN/tax paperwork (Rich).
   - Reach out to see how new regulations may affect scholarship golf event attendance (Rich).
   - Come up with session for summer seminar (Gary, Rich).
   - Notify new members, add to database, send certificates (Lauren).
   - Update expiration date of new INDOT members to Feb. 28, 2018 (Lauren).
   - Contact Paul to set up socials and/or find new Social Chair (Lauren).
   - Change Rob Wheeler to Lifetime Member (Jeff).
   - Modify "red" names on expired members list (Jeff).
   - Don't drop A&F members listed as "red" on expired members list (Jeff).

   PENDING
   - Follow-up with National for list of national IN section members. – Ed
   - Contact universities about paying scholarships by July 15th (goal date). – Rich
   - Figure out how to avoid new members being charged a late fee in Star Chapter. – Rich, Jeff

2. May 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Laura) and seconded (Jeff). **MOTION PASSED.**

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – June 21, 2017

3. New member applications:
    - Samy Noureldin – Motion to accept: Jeff, seconded by: Rich. **Motion Passed.**
    - Bob Montgomery – Motion to accept: Jeff, seconded by: Gary. **Motion Passed.**

Financial

1. Budget - The Board reviewed the May 2017 budget as presented by Rich.
2. Sponsors – Everyone who committed has paid, per Jeff.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Figueroa	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Claudio is new Committee Chair. Social after Seminar July 26th. KIB event scheduled for Aug. 18th.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Event scheduled for July 26th. More information below.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Planned for Sept. 19
Audit	Cox	Mills	-	In process.
Nominations	Slusher	Henkel	-	Jeff to reach out to potential 2018 Directors.
Newsletter	Hill	-	-	-

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – June 21, 2017

Upcoming Events

1. **Summer Seminar**
   - Ed to set-up event in Star Chapter and register speakers.
   - Board member with credit card with pay for appetizers at social afterward.
   - ITE to pay for printing of event programs.
   - Ed to re-confirm with keynote speaker (Joe M.) on July 20th.
2. **August Tech Lunch (Date TBD)**
   - Ed to send out list of potential topics/speakers
   - Possible tour of TMC?
3. **Summer Board Social Event**
   - Symphony on the Prairie: The Music of Micheal Jackson, August 26th
   - RSVP to Gary for head count
4. **Scholarship Golf Outing (September 19)**
   - Motion for Board to allocate $500 total for door prizes made by Rich, seconded by Gary. **Motion Passed.**
5. **Bloomington Technical Workshop (October 12)**
   - 10am-12pm workshop, 12-1pm lunch, 1-2pm walking tour
   - Bloomington staff introductions, networking
   - Open road item – LPA project
   - Walkability/Bike technical topic
   - Lunch
   - Walking tour of ADA and ped/bike items

Action Items

All

1. RSVP to Gary for August 26th Summer Board Social.

Ed

1. Follow-up with National for list of national IN section members.
2. Create KIB event in Star Chapter.
3. Create Summer Seminar event in Star Chapter and register speakers.
4. Send to Board a list of potential ideas/speakers for August Tech Lunch. Possibly a TMC tour?
5. On July 20th, reconfirm Joe M. as keynote speaker for Summer Seminar.
6. Get date/location for December luncheon.

Rich

7. Contact universities about paying scholarships to students by July 15th (goal date).
8. With Jeff, figure out how to avoid new members being charged a late fee.

Jeff

9. With Rich, figure out how to avoid new members being charged a late fee.

Meeting adjourned at 1:16pm. Next meeting July 14th at Indy TMC at 1:30pm.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – July 14, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: July 14, 2017 at 1:30pm

Location: INDOT TMC

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher - Secretary
Lauren Arthur - Director
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 1:37pm.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Contact Universities about paying scholarships (Rich)
   - Create KIB event in Star Chapter and email out to members (Ed)
   - Possible TMC tour as future social event (Ed)
   - Register speakers for summer seminar (Ed)
   - Reconfirm Joe M. as keynote speaker for summer seminar (Ed)

   PENDING
   - Reach out to potential nominees for 2018 Director – Jeff
   - Send to Board a list of potential speakers/topics for future tech lunch – Ed
   - Secure date/location for December Annual Meeting – Ed
   - Set up TMC tour as social event - Lauren

2. Via email on July 11th, Gary made a motion to pay National ITE $500 to certify PDHs. Jeff seconded. **MOTION PASSED.**

3. June 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Gary) and seconded (Rich). **MOTION PASSED.**

4. Ed renewed website through 2026 and will document instructions for future Boards on how to do this.

5. The GLD Board would like to see consistent section dues across the district, which is $25 for professional members and $0 for student members. Not wanting to detract from student chapter members, Gary will consult with student chapter advisors about a possible $0 section memberships for students. Jeff made a motion to keep professional member dues at $25 for 2018. Seconded by Rich. **MOTION PASSED.**

6. No new member applications.

Financial

1. Budget - The Board reviewed the June 2017 budget as presented by Rich.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Figueroa	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	Social after Seminar July 26th. KIB event scheduled for Aug. 18th. TMC tour – date TBD.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Event scheduled for July 26th.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Planned for Sept. 19
Audit	Cox	Mills	-	In process.
Nominations	Slusher	Henkel	-	Jeff to reach out to potential 2018 Directors.
Newsletter	Hill	-	-	-

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – July 14, 2017

Upcoming Events

1. **Summer Seminar**
   - Ryan will be contacting Board members for help at registration table and as moderators
   - Ed will be out of town
2. **August KIB Social Event, August 18, 3-5pm**
   - Registration is on website
3. **August Tech Lunch (Date TBD)**
   - Ed to send out list of potential topics/speakers
   - Possible tour of TMC?
4. **Summer Board Social Event, August 26**
   - Symphony on the Prairie: The Music of Micheal Jackson
5. **Purdue Student Leadership Summit, September 15-17**
   - Laura will attend to represent Board
6. **Scholarship Golf Outing, September 19**
7. **Bloomington Technical Workshop, October 12**
   - Gary to check with Andrew if he wants a different date since Oct 12th conflicts with the AIM (formerly IACT) Annual Conference

Action Items

Gary

1. Consult with student chapter advisors about possible ramifications of a $0 section memberships for students
2. Update committee member and pics on website
3. For August Board Agenda: group training on how to use Star Chapter at Board meeting
4. Check with Andrew Cibor about Oct 12th date (it conflicts with AIM Annual Conference)

Ed

1. Document how to renew website for the 2025 Board.
2. Add National Videos to website
3. Add Scholarship Golf registration to website
4. Send to Board a list of potential speakers/topics for future tech lunch
5. Secure date and location for December Annual Meeting

Lauren

6. Set up Social Event - Tour of TMC

Jeff

7. Reach out to potential nominees of 2018 Director

Meeting adjourned at 2:31pm. Next meeting Aug 11th at AECOM at 11:30am.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – August 11, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: August 11, 2017 at 11:30am

Location: AECOM

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher – Secretary (Absent)
Lauren Arthur – Director (Absent)
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 11:33am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Reached out to Andrew Cibor (non-committal) and Jerry Bollinger (yes). (Jeff)
   - Date and venue is secure for December Annual Meeting (Ed)
   - October 12 date with Andrew Cibor is good for tech lunch in Bloomington (Ed)
   - Scholarship golf outing announcement to website (Ed)

   PENDING
   - Reach out to Rusty Holt as nominee for Director - Jeff
   - Send to Board a list of potential speakers/topics for future tech lunch (October) – Ed
   - Set up TMC tour as social event – Lauren
   - Update committee member and pics on website – Gary
   - Schedule Star Chapter Training for September for Board Members – Gary
   - Document on Star Chapter Memo how Start Chapter will expire in 2025 and how to renew – Ed
   - Ed to update ITE National Videos to website – Ed

2. July 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Ed) and seconded (Rich). **MOTION PASSED.**

3. Rich made a motion to revise student membership Indiana Section cost to $0 to be consistent with surrounding states in the Great Lakes region. Ed seconded. **MOTION PASSED. (Professional membership will stay at $25)**

4. No new member applications.

Financial

1. Budget - The Board reviewed the July 2017 budget as presented by Rich.
2. Transportation Seminar Event – the Board reviewed the event summary sheet as presented by Rich.
3. Rich will contact Ryan Huebschmann regarding getting an invoice from Indiana Wesleyan for the event.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Figueroa	Claudio Figueroa, Steve Eisenbarth, Peter Flynn	KIB event scheduled for Aug. 18th. TMC tour – date TBD.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Complete.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Planned for Sept. 19
Audit	Cox	Mills	-	In process.
Nominations	Slusher	Henkel	-	Jeff to reach out to Rusty Holt as potential 2018 Director.
Newsletter	Hill	-	-	-

Upcoming Events

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – August 11, 2017

1. **August KIB Social Event, August 18, 3-5pm**
   - Registration is on website
2. **Summer Board Social Event, August 26**
   - Symphony on the Prairie: The Music of Michael Jackson
   - Pre-concert drinks and snacks at Rich's house at 4:30.
3. **Purdue Student Leadership Summit, September 15-17**
   - Laura will attend to represent Board
4. **Scholarship Golf Outing, September 19**
5. **Bloomington Technical Workshop, October 12**
   - Gary confirmed with Andrew the date of Oct 12th (conflicts with the AIM (formerly IACT) Annual Conference)
   - 10:00 am – noon will be technical session
   - Noon – 1:00 pm lunch/Networking
   - 1:00 pm – 2:00 pm walking tour

Action Items

Gary
1. Update committee member and pics on website
2. For September Board Agenda: group training on how to use Star Chapter at Board meeting
3. Update committee member and pics on website – Gary

Ed
1. Document how to renew website for the 2025 Board.
2. Add National Videos to website
3. Send to Board a list of potential speakers/topics for future tech lunch (October) – Ed

Rich
1. Contact Ryan to get invoice from Indiana Wesleyan

Lauren
1. Set up Social Event - Tour of TMC

Jeff
1. Reach out to Rusty Holt for nomination of 2018 Director

Meeting adjourned at 12:20pm. Next meeting Sept 8th at American Structurepoint at 11:30am.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – September 8, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: September 8, 2017 at 11:30am

Location: American Structurepoint

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher – Secretary
Lauren Arthur – Director
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 11:40am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Reach out to Rusty Holt as nominee for Director – Jeff

   PENDING
   - Send to Board a list of potential speakers/topics for future tech lunch (October) – Ed
   - Set up TMC tour as social event – Lauren
   - Update committee member and pics on website – Gary
   - Schedule Star Chapter Training for September for Board Members – Gary
   - Document on Star Chapter Memo how Start Chapter will expire in 2025 and how to renew – Ed
   - Ed to update ITE National Videos to website – Ed

2. August 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Rich) and seconded (Gary). **MOTION PASSED.**

3. The Board voted to approve the following 2018 Director Nominees: Rusty Holt, Jerry Bollinger, Andrew Cibor. Motion to approve was made by Jeff, and seconded by Gary. **MOTION PASSED.** Laura will reach out to Dave Henkel to officially request the candidates confirm their desire to be nominees.

4. Jeff will send out an email with assignments for the newsletter.

5. No new member applications.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – September 8, 2017

Financial

1. Budget – The Board meeting was held too early in the month to obtain a bank statement and updated budget.
2. ITE District and Section Dues update – Rich will follow-up with Colleen via email regarding dues. We will keep the procedure for collecting Section dues the same as before (instead of having National collect our Section dues).
3. PDHs – The Board discussed paying a prorated rate of $333 to National for PDHs this year. Gary made a motion and Ed seconded to pay this fee. **MOTION PASSED.** Rich will follow-up with Eunice to pay the fee. Rich will add a line item to the yearly budget for the $500 expense.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Arthur	Steve Eisenbarth, Peter Flynn	
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Rich/Ed to follow-up with IWU for invoice.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Planned for Sept. 19
Audit	Cox	Mills	-	In process.
Nominations	Slusher	Henkel	-	
Newsletter	Hill	-	-	-

Upcoming Events

1. **Purdue Student Leadership Summit, September 15-17**
   - Laura will attend to represent Board
2. **Scholarship Golf Outing, September 19**
3. **Bloomington Technical Workshop, October 12**
   - LTAP will design and disseminate brochure
   - Gary to compile information for PDHs and send to National

4. Indy Tech Lunch, Oct 17

- Ed to set-up

5. TMC Tour Nov. 3rd

- 2-4pm with happy hour after

6. Ed to set-up three student events at Trine, Purdue, and ISU.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – September 8, 2017

Action Items

Gary
1. Update committee member and pics on website
2. For October Board Agenda: group training on how to use Star Chapter at Board meeting
3. Compile PDH info for Bloomington workshop and send to National ITE for approval

Ed
1. Document how to renew website for the 2025 Board
2. Add National Videos to website
3. Set up Tour of TMC (w/Lauren)
4. Follow-up with IWU for invoice (w/Rich)
5. Set-up 3 student events at Trine, Purdue, & ISU

Rich
1. Follow-up with IWU for invoice (w/Ed)
2. Follow-up with Colleen at National about dues
3. Contact Eunice at National to pay $333 for PDHs
4. Add line item to yearly budget for $500 PDH expense fee to Nationals

Laura
1. Contact Dave Henkel to contact nominees
2. Design and disseminate Bloomington workshop brochure

Lauren
3. Set up Social Event - Tour of TMC and social after (w/Gary)

Jeff
1. Reach out to Rusty Holt for nomination of 2018 Director
2. Send newsletter assignments to Board

Meeting adjourned at 12:38pm. Next meeting Oct 20th at WSP at 11:30am.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – October 20, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: October 20, 2017 at 11:30am

Location: WSP

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Rich Zielinski – Treasurer
Laura Slusher – Secretary
Lauren Arthur – Director
Jeff Hill – Past President

Administrative
Gary called the meeting to order at 11:41am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Send to Board a list of potential speakers/topics for future tech lunch (October) – Ed
   - Set up TMC tour as social event – Lauren/Ed
   - Complete Star Chapter Training for Board Members – Gary
   - Follow-up with Colleen at National about dues – Rich
   - Add line item to yearly budget for $500 PDH expense fee to Nationals – Rich

   PENDING
   - Document on Star Chapter Memo how to renew Star Chapter (expires 2025) – Ed
   - Ed to update ITE National Videos to website – Ed
   - Contact Eunice at National to pay $333 for PDHs – Rich

2. September 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Laura) and seconded (Rich). **MOTION PASSED.**

3. Newsletter assignments are due to Jeff by Nov. 17.

4. No new member applications.

5. The Board completed training on how to use Star Chapter.

6. The Board discussed ways to increase membership. Possible ideas noted below.

- Discounted rates for new members
- Partner with ASCE
- Lunch & Learns
- Market to consultants at their offices using current members
- Rename Social Committee as Young Member Committee and add a Social Media person to increase our presence online and with the younger crowd

Financial

1. Budget – Rich reviewed the cash flow report.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Arthur	Steve Eisenbarth, Peter Flynn	TMC Tour & Social
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Complete
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Complete
Audit	Cox	Mills	-	Complete
Nominations	Slusher	Henkel	-	Send out vote Nov 1-15
Newsletter	Hill	-	-	Pending

Upcoming Events

1. TMC Tour, Nov. 3rd at 2pm
- 2-4pm with happy hour after

2. Purdue Student Chapter Event, Nov. 9th at 6pm

3. Trine Student Chapter Event, Dec. 5th at 6pm

4. ISU Student Chapter Event, TBD

5. Annual Meeting, Dec. 15th

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – October 20, 2017

Action Items

ALL

1. Send Newsletter items to Jeff by COB November 17th

Ed

1. Document how to renew website for the 2025 Board
2. Add National Videos to website

Rich

1. Contact Eunice at National to pay $333 for PDHs

Laura

1. Send out voting poll on Nov. 1

Lauren

2. Send Laura list of new members who might be good to interview for newsletter

Jeff

1. Newsletter

Meeting adjourned at 1:07pm. Next meeting Nov. 17th at Fishers City Hall at 11:30am.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – November 20, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: November 20, 2017 at 11:30am

Location: Fishers City Hall

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Laura Slusher – Secretary (Via Phone)
Lauren Arthur – Director
Jeff Hill – Past President

Absent: Rich Zielinski – Treasurer

Administrative
Gary called the meeting to order at 11:31 am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Document on Star Chapter Memo how to renew Star Chapter (expires 2025) – Ed

   PENDING
   - Ed to update ITE National Videos to website – Ed
   - Rich has contacted Eunice at National to pay $333 for PDHs, still awaiting feedback from Eunice – Rich.

2. October 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Ed) and seconded (Gary). **MOTION PASSED.**

3. Newsletter assignments are due to Jeff by November 17, 2017. All information has been received, with Ed providing his later today.

4. No new member applications were received in the last month. No new life members have been identified for 2017. It was questioned whether there are potential Life members that we need to include so as not to miss any, possibilities include Opal Kuhl and Tom Ford but they are likely too young for this designation.

5. The Director vote (survey) is now complete and Rusty Holt was elected to be the ITE Indiana Director for 2018. Jeff will contact Dave Henkel to secure a formal nomination.

6. The ITE/LTAP education event at the City of Bloomington was a success with good attendance. This low-cost event actually netted a $40 profit.

7. The Purdue student dinner had good attendance, 1 less than 2016. The poster sessions were again utilized as a way to prepare students for TRB in January.

8. The ITE Indiana visit to the Trine student chapter will be on December 5, 2017 at 6 pm. Kevin Hintz from Butler Fairman will be the guest speaker. A carpool will leave from Fishers City Hall at 3 pm.

Financial

1. Budget – with Rich not present for the meeting, the Board reviewed the cash flow report. It was noted that Rich has reached out to Eunice Choya at ITE International with no response on how to handle the $333 due for the PDHs. Rich will continue to follow up with her.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Arthur	Steve Eisenbarth, Peter Flynn	TMC Tour & Social – complete.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Complete.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Complete.
Audit	Cox	Mills	-	Complete.
Nominations	Slusher	Henkel	-	Get confirmation letter.
Newsletter	Hill	-	-	Working on newsletter completion.

Upcoming Events

1. Trine Student Chapter Event, December 5, 2017 at 6:00 pm
2. ISU Student Chapter Event, TBD
3. Annual Meeting, Dec. 15, 2017 at 11:30 am

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – November 20, 2017

Action Items

ALL

1. Be thinking of any potential Life members of the ITE Indiana Section. John Farrar was discussed at the Board meeting, but he is already confirmed as a Life member.

Ed

1. Document how to renew website for the 2025 Board.
2. Add National Video to website for membership.

Rich

1. Contact Eunice at National to pay $333 for PDHs.
2. Complete end of year (as of up to December 15, 2017) for the financial update presented at the Holiday lunch.

Laura

1. None

Lauren

2. None

Jeff

1. Get Nomination confirmation number from Dave Henkel.
2. Complete 2017 newsletter with information that has been provided.
3. Reach out to Trine student dinner attendees from the Indianapolis area to see if there is carpool interest.

Meeting adjourned at 12:09 pm. The next scheduled meeting of the ITE Indiana Executive Board will be held on December 15, 2017 at Osteria Pronto in advance of the 2017 Section Holiday Lunch at 10:00 am.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – December 15, 2017

www.indianaite.org

GARY MROCZKA – PRESIDENT
ED COX – VICE-PRESIDENT
RICHARD ZIELINSKI – TREASURER
LAURA SLUSHER – SECRETARY
LAUREN ARTHUR – DIRECTOR
JEFF HILL – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: December 15, 2017 at 10am

Location: JW Marriott, Indianapolis

Attendees: Gary Mroczka – President
Ed Cox – Vice President
Laura Slusher – Secretary
Lauren Arthur – Director
Jeff Hill – Past President
Rich Zielinski – Treasurer

Administrative

Gary called the meeting to order at 10:22 am.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Update ITE National videos to website – Ed
   - Contact Eunice at National to pay $333 for PDHs – Rich

2. November 2017 Board Meeting minutes were reviewed. Motion to approve the minutes was made (Laura) and seconded (Ed). **MOTION PASSED.**

3. The Board reviewed two new member applications and voted as follows:
   - Nick Parsons, Approved as new member
     (Motion made by Gary, seconded by Rich, **MOTION PASSED**)
   - Patrick Weitlauf, Approved as new member
     (Motion made by Rich, seconded by Gary, **MOTION PASSED**)

   Lauren will notify new members and send certificates.

4. End of the year transition items:
   - Meeting Dates: January meeting set for 1/17/18 at the TMC at 11:30am
   - Huntington Bank: Rich and Laura will go to bank after Jan. Board Meeting, Rich will send Laura budget info/files
   - StarChapter: Lauren will update website for 2018, including changing password, adding Rusty/removing Jeff, updating letterhead
   - Committees: Gary will send Ed the list of committee members
   - Sponsorship: Jeff will send letter to Gary

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – December 15, 2017

Financial

1. Budget – Rich presented the Board with the current budget information.

Committee Updates

Committee	Liaison	Chair	Members	Status
Membership/Social	Arthur	Arthur	Steve Eisenbarth, Peter Flynn	Complete.
Program/Technical	Cox	Poturalksi	Susan Doell, Dave Henkel, Will Tolbert, Daniel Johnston, Dan Shamo, Neil Kopper, Gary Mroczka	Complete.
ITE/LTAP Summer Seminar	Cox (ITE), Slusher (LTAP)	Heubschmann	Rusty Holt, Sarah Baty, Evan Land, Claudio Figueroa, Nick Batta	Complete.
Scholarship	Zielinski	Loew	Laura Slusher, Matt Duffy, Andrew Cibor	Complete.
Scholarship Golf	Cox	Bollinger/Wolf	Ken Slaninka, Mark Young	Complete.
Audit	Cox	Mills	-	Complete.
Nominations	Slusher	Henkel	-	Complete.
Newsletter	Hill	-	-	Complete.

Upcoming Events

1. Annual Meeting, Dec. 15, 2017 at 11:30 am

Action Items

ALL

1. Think of speaker/topic ideas for February Tech Lunch.

Gary

1. With Ed, Coordinate w/Hardik about District roles.
2. Send personal, heartfelt Thank You notes to Director Nominees who were not elected.

Ed

1. With Gary, Coordinate w/Hardik about District roles.
2. Send Rathskeller contact info to Rich.

Rich

1. Send Laura budget info and files.
2. Meet with Laura at bank.

Institute of Transportation Engineers
Indiana Section
Executive Board Meeting – December 15, 2017

Laura

1. Make FB and Instagram accounts for Indiana ITE.
2. Upload all meeting minutes to StarChapter.
3. Meet with Rich at bank.
4. Send Lauren word doc for minutes.

Lauren

1. Send new member emails and certificates.
2. Send Rusty templates for new member emails and certificates.
3. Update StarChapter for 2018 (add Rusty and remove Jeff from Board page, update password).
4. Update letterhead.

Jeff

1. Send Sponsorship letter to Gary.
2. Send Laura Twitter login info.

Meeting adjourned at 11:19 am. The next scheduled meeting of the ITE Indiana Executive Board will be held on Wednesday, January 17, 2018 at the Indianapolis TMC at 11:30am. Bring your own lunch.