Institute of Transportation Engineers
Indiana Section
Executive Board Meeting –November 5, 2018

www.indianaite.org

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

SECTION BOARD MEETING MINUTES

Date/Time: November 5, 2018 at 4:00 pm

Location: Purdue University

Attendees: Ed Cox – President
Rich Zielinski – Vice President
Laura Slusher – Treasurer
Lauren Arthur – Secretary (absent)
Rusty Holt – Director
Gary Mroczka – Past President

Administrative
Ed called the meeting to order at 4:04 pm.

1. The Board reviewed the previous month's action items.
   COMPLETED
   - Put together memo for national fee changes – Rich
   - Ask Toby Randolph to accept 2019 Director nomination – Gary
   - Send Save the Date for GLD meeting to Lauren – Gary
   - Recruit for GLD 2019 meeting in Indianapolis – all
   - Ask Dan Haake to join GLD committees – Rusty

   PENDING
   - Take care of application for Travis Underhill – Ed
   - Schedule South Bend event for end of January @ Studebaker museum – Rich
   - Post Save the Date for GLD meeting to website – Lauren
   - Ask Colleen about lifetime member procedure once dues change – Gary
   - Create new student group in Star Chapter (when appropriate) – Rusty
   - Complete state non-profit status applications (federal done) – Laura
     - Laura to provide Board with fee information for state application

2. September 2018 Board Meeting minutes were reviewed. Dan Haake was misspelled (Hacke). Motion to approve the minutes was made (Rich) and seconded (Laura). MOTION PASSED.

3. A student (Tobias Misicko) applied for membership. Motion to approve the application was made (Rich) and seconded (Laura). MOTION PASSED. Rusty will set up a student member level. Ed will encourage other students to apply for membership. Will need to discuss local dues amount with Colleen.

4. Old business Items:
    - GLD 2019 District Meeting Indianapolis
        - Location – Hyatt is the preferred location. Gary presented the Contract for Ed's signature. Rich informed the Board of a conversation with Scott Knebel, indicating the Contract will need to be reviewed by ITE National for insurance / indemnification purposes.
        - Gary to follow-up with Hyatt to:
            - Request time extension for National contract review
            - Ask about non-profit status concerns / changes
        - Committees are now full (with Tom Ford & Dan Haake agreeing to serve on the Technical Committee).
        - Discussed financial tracking of the meeting, going through the Indiana Section finances and tracking spreadsheets. Ed will send the 2014 spreadsheet to Lauren for use next year.
        - Sponsorship letter going out soon, still determining timing with Section letters.
            - Tiered sponsorship levels being offered
        - Abstract letter going out in November, hope to have responses complete by end of 2018.
    - October Tech Workshop in South Bend – rescheduling for January
    - 2019 Director vote is on-going. Will send reminder email each week.
    - Student Dinners
        - Trine – Dec – scheduled
            - Board will serve as speaker, spend time at tables with students talking about career paths and answering questions.
        - ISU – donuts? Ed to coordinate
5. New Business Items:
    - Update on collection of dues by National, based on webinar presented Nov. 1
        - Members who have paid local dues for at least 2 years will be offered free National Membership in 2019, and 50% membership in 2020. Local Dues will be maintained throughout both years (2019 dues would be $25 for Indiana, $0 for national; 2020 would be $25 for Indiana + ½ of national rate).
        - National will be pushing the benefits of national membership, we should have similar message starting at Annual meeting and continuing next year through more frequent emails.
    - Previously, LeadershipITE participants were given a $500 scholarship from Indiana ITE, and $1500 from Great Lakes District. Motion to provide $500 for Patrick O'Connor was made (Rich) and seconded (Ed). MOTION PASSED.
        - Laura to coordinate payment with Colleen / Rich / Patrick (whether directly to ITE National, to Patrick, to Structurepoint, or other).
    - Lifeng Chen is interested in volunteering for Indiana ITE roles. Will look to include him on Social Committee next year.

Financial

1. Budget – Laura presented the board with the current budget information.
2. Laura is looking at fees and benefits of state non-profit status and will update Board.

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Committee Updates

Committee	Liaison	Chair	Status
Membership/Social	Holt	Holt	No more events planned.
Program/Technical	Zielinski	Poturalski	
ITE/LTAP Summer Seminar	Zielinski (ITE), Slusher (LTAP)	Baty	Not needed next year
Scholarship	Arthur	Loew	Application goes out in January
Scholarship Golf	Zielinski	Bollinger/Wolf	
Audit	Zielinski	Mills	
Nominations	Mroczka	Henkel	Will update once election is complete.
Newsletter	Mroczka	-	Requests for newsletter sections have been sent.

Upcoming Events

1. Trine Student Dinner — Dec 4
2. Annual Meeting — Dec 14
3. Technical Workshop — January
4. Tech Lunch / Legislative Update — February

Action Items

ALL

1.

Ed

1. Finalize on Travis Underhill application.
2. Coordinate ISU student meeting.
3. Provide info to Gary for Newsletter

Rich

1. Schedule South Bend tech workshop for the end of January at the Studebaker Museum.
2. Provide info to Gary for Newsletter

Laura

1. Look at fees and benefits of state non-profit status and update Board by next meeting.
2. Provide info to Gary for Newsletter

Lauren

1. Post GLD meeting Save the Date to website.
2. Provide info to Gary for Newsletter

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Gary
1. Reach out to GLD board to get 1 Ohio & 1 Michigan rep on tech committee.
2. Ask Colleen about lifetime memberships going forward.
3. Ask Hyatt about time extension / non-profit info

Rusty
1. Approve new members in StarChapter and send welcome email & certificate.
2. Create student group on StarChapter.

Meeting adjourned at 5:27 pm. The next scheduled meeting of the ITE Indiana Executive Board is December 14th before the Annual Meeting.