Institute of Transportation Engineers
Indiana Section

www.indianaite.org

JEFF HILL – PRESIDENT
GARY MROCZKA – VICE-PRESIDENT
ED COX – TREASURER
RICH ZIELINSKI – SECRETARY
LAURA SLUSHER – DIRECTOR
DOUG VALMORE – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time:	October 14, 2016 at 11:00 a.m.
Location:	American Structurepoint
Attendees:	Doug Valmore – Past President Jeff Hill – President Gary Mroczka – via Phone Rich Zielinski – Secretary Laura Slusher - Director
Did not attend	Ed Cox - Treasurer

ADMINISTRATIVE

-Jeff called the meeting to order at 11:07 am
-September Meeting Minutes – Approved. Doug motioned to approve, Gary second.
-Jeff went over previous month's action items:
- Ed to stay in contact with Seymour District for webinar later in year.
-The $500 left over for non-use of the Anaheim trip will be put towards expenses for Rusty Holt who was selected for the ITE Leadership Program.
-Gary is waiting on Ryan Overton's available dates for Trine Pizza Dinner. Rich to look at topics for this. Looking at first week of December.
-Doug has started the newsletter. Jeff reminded us of each board members task in helping Doug with the newsletter. Assignments to be turned in Nov 25. Doug will also be investigating any possible candidates for lifetime membership.
-December 16 is ITE Holiday Luncheon.

-Jeff did call and talk with Paul Mykytka regarding not being nominated as a candidate for Director in 2017. He understood. Jeff encouraged him to stay involved in ITE and maybe future nomination.
-New member applications; Ammanuiel Kebede is approved. Doug motioned; Gary second. No payment due at this time as it is too late in the year.
-Nominations are officially handled by the Secretary (Rich).

October 15 - nominations are to be given to Rich (received)
November 1 - candidate's bio's are sent to the membership for voting
November 15 - petitions need to be submitted for other nominees
November 20 - final ballot out to membership
Late November Voting occurs.

Meeting adjourned at 12:40 pm.

FINANCIAL

-Cash Flow Report – September 2016 Cash Flow Report (Ed) – not received or reviewed. Jeff will request from Ed.
- Event Report – None received or reviewed. Jeff will request from Ed.
- Status on the Sponsorship/Scholarship Money transfer to Investment Account – still needs to occur. Board to look at determining a goal number to achieve to then start looking at more scholarships to present.
- Work with ITE National on tax exempt status and income tax filing (Gary) - Pending
-There was a $100 expense for the ITE learning HUB that needs to be accounted for in the Cash Flow Report.
-There are several checks from the August Technical Lunch that were delivered to Ed from Rich.
-Gary to make sure receipts sent to those persons who wrote checks or gave cash at the August luncheon.
-Jeff to contact Ed about receipt from Structurepoint.
-Dues were decided to be due on Feb 28 by the Board.

COMMITTEE UPDATES:

Committee	Liaison	Discussion Items
Membership/Social	Slusher	IAA tour is set.
ITE/LTAP Summer Seminar Committee	Mroczka	Completed.
Scholarship	Zielinski	Completed.
Scholarship Golf	Mroczka	Completed
District Annual Meeting	Mroczka	Completed
Audit	Hill	Kim Mills to do audit and review in Feb 2017
Nominations	Valmore	Dave Henkel to send out official letters to three candidates (Done)
Newsletter	Valmore	Board Members info to Doug by Nov 25.

PROGRAM: UPCOMING EVENTS

INDIANA STATE STUDENT BREAKFAST MEETING
- Completed

OCTOBER TECHNICAL LUNCHEON
- This will be at the Rathskeller on November 2
  Mayor Scott Fadness is Guest Speaker.

PURDUE STUDENT DINNER
- Posters is the format
- Date is Nov 1, 2016 at the Union. Coordinate with Debbie Horton on the room.
- Jeff is not able to attend.
- Maggie McNamara is new ITE Student Chapter President and has been notified.

TRINE STUDENT DINNER
- Pizza Dinner with students
- Typically around the first of December. Gary to coordinate with Ryan Overton.

DECEMBER HOLIDAY LUNCHEON

- Gary has secured the room at the JW Marriott. 12-16-16 is the date.
- Family style
- Parking vouchers will be available for the State Museum Parking Garage
- $28/person +tax+service fee. Good price.

ITE SCHOLARSHIP GOLF OUTING

- Complete.

OTHER BUSINESS

- For all events, VP should register speakers as complimentary.
- For all events, Ed will take pictures; be sure to post to website.
- For all events, Treasurer will bring checkbook and/or debit card along with some change.
- Other webinars for membership/continuing education? Last year in LaPorte, this year in Seymour. Ed will coordinate.
- Remaining Board Meeting Schedule:
    - November 17, 2016 (Purdue – Harry's at 2:00 pm)
    - December 16, 2016 (Christmas Lunch Location)
- Jeff to start working on getting Shawn Light to speak at our Road School Dinner in March 2017
- Jeff and Doug noted that we as a Board need to keep our eye on the National Awards for ITE for Section Activities. Each year we submit our Newsletter for this award.
- Jeff and Doug indicated there are constitutional changes being considered that may affect the by-laws at the section level. We need to determine if any advocates will be necessary for these changes at the section level.
- Potential Life-time membership nominees were discussed. Doug indicated that Dan Shamo and Roger Nawrot were two potential persons to evaluate. Board to go through the list of members and see if there are any other potential candidates.
- Ed to secure and present to the board a list of National Members in Indiana. One of the items under consideration for change is how National and Local Dues are addressed. There are persons in Indiana that are National Members that are not local members, are members of both, and that are only local members. Three options need to be further discussed by the Board:
    - Keep as is with local section handling local dues
    - Having members all be national members and paying the higher price to do so (this was of concern because of the higher price and potentially losing members). This generates more "income".
    - National reimburses the local portion of the membership
- April 17-18 is the GLD Meeting in Ann Arbor Michigan
- Jeff indicated a consideration for two other things
    - Changing Banks and getting rid of Huntington Bank as our sections bank. Jeff and Rich to discuss
    - Implementing the use of Pay Pal. Rich to investigate further. Laura indicated pay pal charges 2.9% + $0.30 per transaction. Need to assess charges that are assessed against ITE.
- (Gary's last name was correctly spelled in the meeting agenda)

ACTION ITEMS

- Board to set dates for other Social Events where it makes sense to fit in.
- Ed to follow up with Seymour District for Webinar later in year
- Gary to coordinate with Ryan Overton for Trine Dinner
- Ed or Gary to send receipts to those who paid at the August Tech Lunch
- Ed to get list of National Members to board
- Rich to check to the financial obligations for the use of Pay Pal

- Board to review Star Chapter member list for potential life-time members
- Board to further discuss at future meetings constitutional changes that may affect the section.
- Ed to send Cash Flow and Event Reports to Board for review.
- Jeff to contact Shawn Leight for Road School dinner in 2017.
- Gary to continue to send out reminders for upcoming events/gatherings.
- Jeff to contact Rusty Holt to discuss up to $500 towards his Leadership ITE Program.
- Rich to look for topic at Trine Dinner (SB Smart Streets??)