

**ASHE Triko Valley Section  
Board of Directors Meeting Minutes**

**October 26, 2010  
Valley Asphalt Offices**

In Attendance:       Caroline Duffy  
                              Jim Jurgensen, II  
                              David Emerick  
                              Carol Callan-Ramler (conference phone)  
                              Matt Loeffler  
                              Doug Brand  
                              Paul Schoelwer  
                              Steven Proffitt  
                              Jennifer Kunz  
                              Stan Harris  
                              John Davidson

The meeting was called to order by Jim Jurgensen at 11:50 am.

Secretary's Report

Meeting minutes from the September 28, 2010 General Membership Meeting and the August 24, 2010 ASHE Triko Valley Board of Directors Meeting were reviewed. Stan Harris raised a motion to approve the August 24th Board of Directors meeting minutes as corrected, which was seconded by John Davidson and carried. John Davidson raised a motion to accept the September 28th general membership meeting minutes as corrected, which was seconded by Stan Harris and was carried.

Treasurer's Report

Bill Lawall was not present but had provided a report by e-mail indicating a beginning balance of \$3,681.97, deposits of \$1,642.77 and expenditures of \$2,557.72 for an operating capital amount of \$2,767.02. The section also has a balance of \$5,500.00 in the scholarship fund. There are currently 167 members in the Triko Valley section.

Chris Nyberg will meet with Bill Lawall on Friday at 3:00 pm at HDR offices to transition the position of Treasurer. The section will send a \$150.00 check to the 2010 Conference Treasurer to cover a gift card for the retiring treasurer.

## PIN

Caroline Duffy discussed attending a lobbying workshop to find out what limitations we have as a non-profit. Two limitations are that we cannot endorse a candidate and cannot invite one party to speak without inviting all parties (must be non-partisan). There is also a question on whether or not persons who belong to other organizations that do lobby can belong to ASHE.

The National Board has allocated a budget for representatives to fly to Washington DC to express our concern over the highway bill. National does not have the funds to mount a sign campaign.

## Regional Report

Caroline Duffy announced that a regional meeting was held after the OTEC luncheon at which time the regional budget was discussed. It was discovered that Triko Valley has not paid dues yet for this year. The assessment amount can be obtained from Julie Burkhart at the region. The Region name change has not been completed on accounts yet. Our region held the silent auction at OTEC this year and sold 216 tickets, clearing \$1,650.00.

The region is watching the National Board bylaw update before they proceed with the regional bylaw revisions. National will also prompt us to update committees, etc in the section bylaws.

Exposure funds were used to rent the booth at OTEC. By January 1, Stan Harris will research costs for the proposal to attend each state conference in an effort to increase our regional area. Currently, the region gets \$1000 per year for exposure activities. National will provide a booth to use if requested.

A suggestion of a \$300 stipend for professors to promote student scholarships was discussed. Some sections are awarding as much as \$20,000 in scholarships.

## Golf Committee

Doug Brand has four or five committee members that have volunteered and is looking at holding the section outing at either Pebble Creek or Fairfield. Caroline Duffy suggested that we research dates of other golf outings that our members may attend and adjust our date accordingly. The outing date has not been set yet. We have held the outing on a Thursday in the past. Fairfield is willing to hold a scramble event on a Friday.

### Newsletter and Scanner report

Emily Casada is moving to Bowling Green, Kentucky so Stan would like to publish the next newsletter out soon. Stan is asking for information for the newsletter by November 15th, including minutes, the Presidents report, PIN report, attendees list and announcements. Stan will reassign the newsletter and mailing list to another person at Stantec.

### Program Committee

The holiday venue will be the Great American Ballpark on Nov 30<sup>th</sup> starting at 5 pm. Paul Browning will be the speaker. Paul Schoelwer asked if we want drinks included in the price- which is currently \$50 per person. Dinner will be at 6:30 or 7:00 pm. The Board asked if the start time could be moved to 5:30 with dinner at 6:30 and program ending at 8 pm. Caroline suggested that members of other professional organizations are invited to attend this event at a higher per person price. Paul Schoelwer raised a motion to set the cost for ASHE members at \$45 which was seconded by Matt Loeffler and carried. Stan Harris will send out announcement cards and Paul Schoelwer will set up e-vite. Paul Schoelwer's name will be listed on the post card for RSVP's. His phone number is (513-319-0120). Other sections will be invited by e-mail. Stan Harris asked that we keep the business meeting brief.

Jim Jurgensen II reiterated that we have a goal of automating meeting sign-up. It was suggested that we hire someone to set up appropriate meeting ware and review refund policies. Dave Emerick has had some discussions with the Florida section and will also contact the Georgia section. E-vite was used for the last meeting. 56 persons responded by e-vite and 80 persons attended. In general, e-vite does not have the capabilities that our section is looking for including payment options. Caroline Duffy suggested printing off a list of those who signed up through e-vite for check off at the door. Those that signed up but did not attend would be charged \$5.00. Per Jenifer Kunz, Acteva.com has been used by SMPS. Chris Nyberg is also familiar with this e-ware. The group agreed to continue investigating possible e-ware packages and discuss further.

### Membership Committee

Carol Callan-Ramler and Jennifer Kunz will agree to chair the membership committee and student chapter development committee respectively. Carol agreed to review the list of non-members on the meeting sign-up sheets and conduct a recruiting effort. The attendance sheet from the last meeting will be obtained from Bill Lawall and copied to Stan Harris.

The following corrections should be made in membership information:

- Dennis Jennings is now employed by HDR instead of Palmer Engineering
- David Tomley is now employed by HDR instead of KZF Engineering

### Student Chapter

Jennifer indicated that she has student chapter guidelines from National Board, will initiate student chapters and act as the liaison and will line up faculty advisors at UC and UD. Jennifer will provide the guidelines for the meeting minutes. John Davidson moved that we designate Jennifer Kunz move forward with initiating student chapters and act as liaison. The motion was seconded by Matt Loeffler. All members voted in favor of the motion. Jennifer asked if John would accompany her to initiate discussions with UC and UD.

### Schramm Awards

Joe Vogel is in charge of the Schramm Awards and will provide information to Stan Harris to request applications in the next newsletter.

### 2010 National Conference

The conference recap meeting is scheduled for November 12<sup>th</sup>. Committee chairs were asked to confirm who will attend from their committees. Caroline and Cindy Minter are working with the treasurer to finalize the finances for the conference. A budget of \$10,000 has been allocated for recap. A motion will be forwarded by e-mail to board members regarding review and approval of the recap budget. Caroline and Cindy will meet with Dave Emerick on the 28<sup>th</sup> at 1:30 pm to finalize the list of equipment purchased. Board members were asked to send any comments regarding equipment to Caroline for that meeting.

### Old Business

Nominations are due on February 15<sup>th</sup> for the Pierson Award, New Member Award and Young Member Award. Board members were asked to contact Jim Jurgensen II with their nominations.

President Jurgensen adjourned the Board meeting at 1:36 pm.

END OF MEETING NOTES