

**ASHE-TRIKO VALLEY SECTION
BOARD OF DIRECTORS MEETING MINUTES**

**April 26, 2011
Valley Asphalt Offices**

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

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

Secretary's Report

Meeting minutes from the March 22, 2011 General Membership Meeting and the March 1, 2011 ASHE Triko Valley Board of Directors Meeting were reviewed. Stan Harris raised a motion to approve the minutes, which was seconded by Chris Nyberg and the motion passed.

Program Committee

Per Steve Proffitt, the May program will be a presentation on the Jeremiah Morrow Bridge by Kenneth Price and representatives from ODOT and Kokosing. Steve and Joe will work on a summer outing that might include a baseball game combined with a tour of the Banks. We would like to look at online registration for the game for a minimum of 50 persons including food. A Friday night would be best. Steve Proffitt will coordinate with ACEC regarding this outing.

Golf Outing

Doug Brand sent out a sponsorship letter and has only received two responses to date. The golf outing is now published on the web site. A flyer will also be mailed out. Looking at ASHE insulated tumblers for gifts. Registrations and money will be sent to Doug Brand who will forward to Treasurer Nyberg. The board will also consider a gift to Jim Collins for his service on the Golf committee. Doug Brand raised a motion to give a \$100 gift certificate for Carlo and Johnnies to Mr. Collins for his service which was seconded by Stan Harris and was passed. Chris Nyberg will obtain the gift card.

Treasurer's Report

Chris Nyberg will send out the Treasurer's report. Chris asked for a name for the sponsorship check for the 2011 conference. Three new student members have signed up at the rate of \$30.00. Per Matt, National is waiving the \$25 new member initiation so we will just require the \$20 annual fee. Matt suggested that \$10 be sent back to students for the first year membership. Matt Loeffler raised a motion to charge \$25 to students for the first year and \$25 thereafter. The motion was seconded by Paul Schoelwer and was carried. Matt Loeffler agreed to update the membership application form to reflect the \$50 per year renewal fee.

Caroline suggested that a committee write up an operating manual listing when we had meetings and took typical actions, etc. Per Stan Harris, an annual calendar as previously created by Bill Lawall would be helpful which would include items such as tax filing dates. Chris has two checks written out to ASHE Great Lakes Region that must be renamed to ASHE Region One as the name has not been changed on the account yet. Chris will keep the Fifth Third bank account previously used for the conference as the new Section account. The Bank of Kentucky account will be closed.

PIN

Caroline Duffy announced that a lobbying trip is planned on May 24th and 25th to Washington DC. Vu Vu will also attend. Obama has indicated that he will not cut funding to transportation. The Ohio high speed rail was cut from the budget.

Regional Report

Stan Harris noted that a Region meeting was held on March 9th. The region is doing much better financially thanks to last year's conference and the auction at OTEC with a budget of \$5,700.

The Great Lakes Region project award will be made at OTEC this year. Per Paul Pfennig, we want to be sure to submit our projects for regional consideration. Stan Harris will get with Frank Bronzo to follow up. Sections are asked to hold off on reviewing their bylaws until after the National Board completes their bylaw review.

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.

Membership Committee

Carol needs to send letters to five guests that attended last month's meeting. Jim Jurgensen asked if there are individuals that we want to target due to position changes. Leads should be forwarded to either Carol or Jim. Carol would like to see the membership list updated. Paul Pfennig indicated that he received an e-mail from Central Ohio soliciting for awards for their section and asking where our geographic area is. Per Caroline, there is a county map on the National website which shows section boundaries.

2011 Goal Review

President Jurgensen reviewed the membership goal of 173, meeting attendance goal of 82 persons and the goal of receiving 10 scholarship applications.

Newsletter and Scanner report

Stan Harris asked that articles are turned in to him for the newsletter by May 13th.

Student Chapter

Jennifer and Caroline met with Heng Wei and there will be a presentation at the UC engineering graduate seminar. We have two student members Harikishan Perugu and Zhuo Yao. Jennifer

was directed to talk to Jim Swanson about also presenting to the undergraduates. Jennifer was asked to keep track of expenditures from the \$750 grant that must be spent by the end of this calendar year. She will come to the next meeting with a budget for approval.

Schramm Awards

No report other than to follow up on the regional award application.

Scholarships

Scholarship applications are due next month and there appears to be adequate interest based on the presentations and contacts made.

Old Business

Jennifer Kunz raised a motion to nominate the following slate of candidates for the 2011-2012 year:

- President – Paul Schoelwer
- Past President – Jim Jurgensen, II
- First Vice President – Steve Proffitt
- Second Vice President – Matt Loeffler
- Third Year Director – Carol Callan-Ramler
- Second Year Director – Jennifer Kunz
- Second Year Director – Cindy Minter
- First Year Director – Dennis Brunton
- Regional Representative – Stan Harris
- Treasurer – Chris Nyberg
- Secretary – Dave Emerick

Paul Schoelwer seconded the motion which carried unanimously.

New Business

President Jurgensen noted that the National member database will be rolled out in Orlando at the 2011 national conference. Caroline Duffy will inquire regarding a webinar to learn about the database for those who will not be able to attend. Secretary Emerick will contact the programmer for the national database to determine compatibility with other event management ware that the Triko Valley section is considering. National Secretary Flowe will provide the

**ASHE-TRIKO VALLEY SECTION
BOARD OF DIRECTORS MEETING MINUTES
April 26, 2011
Page 5 of 5**

programmer's name. Since we are still reviewing event management programs, we will send out an e-vite for the May meeting. Sixty percent of attendees signed up through the e-vite system for the March meeting and the rest of the attendees showed up without making a reservation.

The next Board of Directors meeting will be held on August 23rd at a location to be announced. Matt Loeffler raised a motion to increase the general membership meeting lunch cost to \$25 effective at the September 2011 meeting which was seconded by Stan Harris and carried.

Matt Loeffler also raised a motion to charge students \$15 for lunch which was seconded by Jennifer Kunz and also passed.

President Jurgensen adjourned the Board meeting at 1:25 pm.

END OF MEETING NOTES