



Minutes
TexITE District 9 Spring Board Meeting
March 21, 2006
Crowne Plaza Riverwalk - Executive Salon 5
San Antonio, Texas

Brian Van De Walle* – President
Jason Crawford* – Vice President
Rick Charlton* – Secretary / Treasurer
Robert Wunderlich* – International Director
Connie Clark* – Immediate Past President
Srinivasa Sunkari* – Brazos Valley Rep
Rebecca Bray* – Capital Area Rep
Mark Titus* – Dallas Area Rep
Ramesh Gunda* – Houston Rep

Walter Ragsdale – Legislative Committee Chair
Gary Thomas – Webmaster
Jim Williams – District Administrator
Susan Langdon – Database Administrator
Wayne Kurfees – Past President
Rich Romer – International President
Earl Newman – International Vice President
Alf Guebert – Candidate for International Vice President
Rod Kelly – Candidate for International Vice President
Melisa Finley – Chair Future Engineers and Awards Committees

*Denotes Voting Member

President Brian Van De Walle called the meeting to order at 9:01 a.m.

1. Approval of February 9, 2006 Board Meeting Minutes

The February 9, 2006 District 9 Board Meeting minutes were approved as corrected.

2. International Director's Report

International Director Robert Wunderlich reported on his attendance at the International Board:

- ITE is stepping up its efforts in the continuing education arena, particularly with webinars, and two-way communication from the TexITE Sections is needed.
- The ITE Board has developed Mega Issues, one of which is the theme of the San Antonio ITE Mid-Winter Meeting: "Designing for All Users".
- Wunderlich encouraged nominations for the Institute's highest award, the Transportation Achievement Award before the April 25, 2006 deadline.
- Questions whether our membership would prefer to be considered the "Texas " district as opposed to District 9. Consensus was "Texas District".
- Recognized students' participation and interaction with professionals at this meeting.

International President Rich Romer brought additional information from International ITE:

- Preview of the next Mega Issue: The International aspects of ITE. Are we truly international or a North American Organization?
- Leadership Development Task Force Action Plan – Series of leadership webinars, reaching out to all levels and all groups to provide comprehensive leadership development. May 24, a free webinar will be available to chapter, section and district leaders.
- 100 webinars and over 70 web briefings are planned for 2006. So far more than 2,645 individuals have benefited. Webinars are being recorded and will be offered again later at reduced cost.
- ITE Policies will be posted on the website.

- International Board has voted to restructure the membership grades, eliminating Associate grade, and creating a tiered entry into membership over three years from the Student grade. This will require a constitutional amendment, and members should watch for it.
- ITE is attempting to develop section best practices, and needs input.
- Suggests contacting Wendy Leyes at ITE regarding information on secure e-balloting methods.
- Executive Committee and Staff Retreat to be held in May to review two topics:
 - Relook at ITE Journal format to determine if the technical information being delivered is what members need
 - Website to be made more user-friendly, and security needs to be enhanced.
- Received some interest from Northern Mexico regarding formation of a section.
- Looking at revamping customer service. Members should not feel intimidated when calling ITE Staff. They are there to serve the members.

International Vice President Earl Newman continued with more news from ITE:

- Transportation Consultants Council will be holding a paper contest for young professionals to earn a \$1,000 scholarship to attend the Milwaukee Meeting. Young professionals are encouraged to respond and give reasons why they would like to attend that annual meeting.
- Some funds have been allocated for incentives for sections and chapters to assist in developing a recruitment database. Help is needed in listing those individuals in public agencies that are potential members.
- Some funds have been allocated to subsidize the cost to chapters and sections for some of the Designing for All Users webinars involving safety. The goal is to generate interest in the webinars, giving users an opportunity to become more comfortable with them, and to determine the sensitivity to cost.

3. Treasurer's Report

District Administrator Jim Williams reported that there has been no major activity in the 2006 budget as yet. He stated that on the meetings account he pushed 2005 into January 2006 because of a pending item from the Laredo meeting. The meeting accounts from the Waco and Laredo meetings appear to be mostly cleared up, but there are several items that he needs to coordinate with both host cities. Williams indicated that it was time to do an audit, however, the meetings accounts will not be reconciled in time. President Van De Walle stated that he would appoint an audit committee from the Dallas / Fort Worth area and have their report provided for Board approval via an email ballot. Administrator Williams further reported that TexITE now has non-profit designation. He also hopes to have a merchant account set up for the College Station meeting in order to eliminate the confusion caused by Pay Pal.

A motion to accept the report was made and the motion was approved.

4. Report on securing directors' and officers' liability insurance

Vice President Jason Crawford reported that the paperwork was completed and mailed February 21, 2006. He hopes to have the directors' and officers' liability insurance by the June meeting.

5. Budget Issues

District Administrator Jim Williams reported that the previous budget issues regarding travel expenses have all been cleared up. He further reported that there will remain a small discrepancy in that the checking account will no longer earn any interest, and the programmed \$20 in interest will not be available.

6. District Policy Manual

President Van De Walle explained concerns regarding affiliate membership that are exacerbated by a conflict in wording between the District Bylaws and the District Policy Manual. Discussion led by Wayne Kurfees, author of the District Bylaws, centered on the rationale behind the creation of a "District Affiliate" membership for those Local Section Affiliates residing outside of section boundaries prior to TexITE becoming a district, who would have lost membership privileges without it. He further stated that the intent was to restrict it to those applicants meeting the criteria outlined in the bylaws, which specifically excludes Section Affiliates. He offered that, according to the bylaws, Section Affiliates can obtain the same privileges as District Affiliates upon payment of a newsletter / roster fee. On the strength of the foregoing, he recommended that a change to the bylaws was unnecessary, and that if there were any conflicts between the District Policy Manual and the District Bylaws, the policy manual could be changed by board action. There was some further discussion regarding the membership flowchart on the website, and it was decided that Database Administrator Susan Langdon would work with Webmaster Gary Thomas to make any needed revisions. President Van De Walle indicated that Secretary / Treasurer Rick Charlton had some ideas for changes to the policy manual that would eliminate the alleged conflicts, and he instructed Charlton to write up the proposal and send it to the board and leadership to review. No other action was taken on this item.

7. Local Arrangements Committee Reports

- Summer – June 22-24, 2006, College Station – Local Arrangement Chair Srinu Sunkari reported that the budget and program are as presented at the Winter Board Meeting. Mail outs are planned for the first week of May.
- Winter, 2007 – Houston – Past President Connie Clark reported on behalf of the Local Arrangements Committee, presenting the proposed budget. The meeting is planned for the Crowne Plaza Downtown, with \$10 / day covered valet parking. Hopefully, will have the Mayor for keynote speaker.
- Discussion followed on the cities making invitations for the Summer, 2007 Meeting. Three cities have submitted invitations: Amarillo, Midland and Austin.

8. TexITE Newsletter

Praveen Pasumarthy was introduced as the new newsletter editor. He reported that he has sent out calls for newsletter items, and looks forward to preparing his first edition. Discussion ensued regarding whether there were any charges for job postings in the newsletter.

9. Section Reports

President Van De Walle suggested that in the interest of time, written section reports would stand unless representatives present had any changes they want to make. Ramesh Gunda, Greater Houston Section Representative, offered the change that they have begun hosting the ITE Webinars for their members. Discussion followed regarding the webinars, testing, credit, etc. The Greater Dallas and Brazos Valley Sections also indicated using the ITE Professional Development Program for their meetings. No further changes were made to any of the written section reports.

10. Committee Reports

- Website/webmaster Issues – Webmaster Gary Thomas reported on progress made toward the use of Sharepoint as suggested by International Director Robert Wunderlich at the February board meeting, and promised future updates. Discussion ensued regarding posting board and business meeting minutes on the website. Vice President Crawford indicated he would work with Secretary / Treasurer Charlton to develop the process.
- Student Chapters – Gary Thomas indicated he will be having a transitional meeting with Robert Wunderlich to take over as Student Chapter Liason.
- Membership – No report.
- District Database – Database Administrator Susan Langdon reported no change to the written report submitted in February.
- Legislative Committee – Chair Walter Ragsdale reported that the governor has called a special session for April 17 to consider school finance, the significance being that gasoline tax is one of the existing funding mechanisms. The process is of interest to see if there is any increase or decrease in the use of those tax dollars for school finance. Discussion continued regarding the pending Attorney General's ruling on the use of automated red light enforcement on state routes. The ruling deadline is in about two and half months.
- Younger Members Committee – No report.
- Committee for Future Engineers – Committee Chair Melisa Finley reported no change to the written report submitted in February.
- Awards Committee – Committee Chair Melisa Finley reported she has received nominations for the Engineer of The Year and Young Member of The Year Awards.
- Technical Committee – Vice President Crawford reported that he has been working with Technical Committee Chair Paul Luedtke on the technical program for the College Station meeting. It was suggested that any topic ideas be forwarded to the committee. Crawford says he is considering sending emails to the membership soliciting 200-word abstracts, no paper required, on topics that members would be interested in presenting.
- Consultants Council – It was reported from Dave Carter's recent email that the Consultant's Council will be providing the \$750 contribution check to the board for support of the students at the meeting. His email also reports they are initiating the process for membership renewal for the year and will be promoting CCTexITE membership within all the eligible consulting firms.

11. Historian

Historian Jason Crawford reported he still needs some information from Past Presidents Friebele and Clark. President Van De Walle reported he has received a proclamation from Governor Perry recognizing TexITE's 50th Anniversary.

12. Other Business

There was no other business, and the meeting adjourned at 10:40 a.m.

Note: All reports other than the Treasurer's Report were included as appendices to the approved Winter Board minutes posted on the TexITE website.



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Following the Spring Business Meeting, a brief called board meeting was convened. President Brian Van De Walle called the meeting to order at 5:12 p.m.

President Van De Walle explained that the purpose for calling the meeting was to consider financial support for Rod Kelly's campaign for International Vice President. Rod Kelly explained that ITE provides \$7,500 in travel expenses to candidates, and he has estimated that his costs will probably exceed that amount regardless of his efforts to save. All expenses over that amount will have to come from his pocket. ITE allows a district to assist a candidate up to \$2,500. Discussion ensued regarding the amount of support needed. By common consent the board unanimously approved a motion to provide reimbursement to Rod Kelly for campaign travel expenses up to \$2,500 upon presentation of receipts. Mr. Kelly thanked the board for the support.

President Van De Walle adjourned the meeting a 5:23 p.m.