



Texas District Spring 2012 Board Meeting
 Embassy Suites Hotel and San Marcos Conference Center
 2:00 PM – 4:15 PM
 March 28, 2012

TexITE Board of Directors (Voting Members)

Position	Name	Firm	WrRpt	Attend
President	Dave Carter	City of Richardson	N	Y
Vice-President	Melisa Finley	TTI	N	Y
Secretary-Treasurer	Kirk Houser	City of Longview	Y	Y
International Director	Gilmer Gaston	Pape-Dawson	Y	Y
Past President	Brian Shamburger	Kimley-Horn and Assoc.	N	Y
At-Large Representative	Jere Hart	X8Environmental	N	Y
Brazos Valley Section Rep	LuAnn Theiss	TTI	Y	Y
Capital Area Section Rep	Alex Reyna	Bury+Partners	Y	Y
Greater Dallas Section Rep	Nanditha Togar	Urban Engineers Groups, Inc.	Y	N
Greater Ft. Worth Section Rep	Natalie Bettger	NCTCOG	Y	Y
Greater Houston Section Rep	Manu Isaac	Kimley-Horn and Assoc.	Y	Y
South Texas Section Rep	Kerri Collins	Pape-Dawson	Y	Y

Committee Chairpersons and Leadership

Position	Name	Firm	WrRpt	Attend
Awards Committee	Melisa Finley	TTI	Y	Y
Consultants Council	Dustin Quails	Traffic Engineers, Inc.	N	Y
Legislative Committee	Walter Ragsdale	Ragsdale Consulting	Y	Y
Future Engineers Committee	Matt Johnson	Freese and Nichols	N	Y
Membership Committee	Nanditha Togar	Urban Engineers Group	Y	N
Newsletter Committee	Matt Johnson	Wilbur Smith Associates	N	Y
Past Presidents Committee	Wayne Kurfees	Kimley-Horn and Assoc.	N	Y
Program Committee	Melisa Finley	TTI	N	Y
Technical Committee	Paul Luedtke	HDR	Y	N
Transit Committee	Tom Ryden	Parsons	Y	N
Younger Members Committee	Matt Sneed	Kimley-Horn and Assoc.	Y	Y
District Administrator	Jim Williams	University Texas Arlington	Y	N
District Database	Susan Langdon	Savant Group	N	Y
Historian	Jason Crawford	TTI	N	N
Student Chapter Liaison	Robert Saylor	City of Richardson	N	Y
Website	Gary Thomas	TTI	N	Y
LAC – Garland 2011	Allison Franz	City of Garland	Y	N
LAC – San Marcos 2012	Alex Reyna	Bury+Partners	Y	Y
	Sabbas Avila	City of San Marcos		N
LAC – Fort Worth 2012	Natalie Bettger	NCTCOG	Y	Y
	Jennifer Butcher	Savant Group		N
LAC – Richardson 2013	Dave Carter	City of Richardson	Y	Y
	Mark Titus			N
LAC – Houston 2013	Manu Isaac	Kimley-Horn and Assoc.	Y	Y
	Dustin Quails	Traffic Engineer, Inc.		N

Additional Attendees

Position	Name	Firm	WrRpt	Attend
International President	Rock Miller	Stantec	N	Y

Minutes

1. Call to Order Carter
 - a. 2:02 pm by Dave Carter
2. Approval of December 2011 Board Meeting Notes (*attached*) Finley
 - a. Finley received no email comments
 - b. Finley **motion to approve** minutes
 - i. Gaston **second**
 - ii. Action Item **approved unanimous**
3. International Vice President Candidate Introductions if present Carter
 - a. No candidates present
 - b. Intl President Rock Miller mentioned there is only one candidate this year
 - c. Electronic version of Trip Generation report is about to roll out
 - d. Dave Carter mentioned the potential for increased TxDOT participation
4. International Director Report (*report attached*) Gaston
 - a. Gilmer mentioned there are proposed changes to the election process
 - b. Less travel for future candidates
5. District Administrator Report Williams
 - a. Not present / report submitted
 - b. Finley covered Jim's comments from his email report
 - c. Finley covered Garland closeout
6. Treasurer's Report Williams/Houser
 - Approved 2012 Budget (*report attached*) Houser
 - a. Houser covered Williams comments from email
7. Vice-President's Report Finley
 - a. No Report
8. President's Report Carter
 - a. No Report
9. Local Arrangement Committee Reports
 - Fall 2011, Garland close out (*report attached*) Finley
 - a. Finley covered these items earlier (agenda item 5c)
 - Spring 2012, San Marcos (*draft budget attached*) Avila/Reyna
 - a. Alex Reyna welcomed everyone to San Marcos and passed out report
 - b. Mentioned Golf Tournament and other events
 - c. Expect to make \$5,000 profit
 - d. Hotel is giving us free wifi in conference area
 - e. Carter mentioned new meeting format (Wed-Fri) means more people are staying in hotel
 - f. We get a comp'd room for every 45 rooms
 - Summer/Fall 2012, Fort Worth (*draft budget attached*) Bettger/Butcher
 - a. Natalie Bettger discussed budget
 - i. Currently anticipating \$3,000 deficit
 - b. Discussed options for Thursday Night social
 - i. Dinner at the Reatta - \$10,000
 - ii. Rahr Brewery - \$9,000 – group leaned towards this option
 - c. Gary Thomas mentioned revenue estimate looked low and Dave Carter mentioned a couple places where they may be some cost savings
 - Spring 2013, Richardson Carter/Titus
 - a. Renaissance Hotel, just like Ft Worth this may give us a cost savings
 - b. No Dates yet – 3 week window
 - c. Saylor mentioned that the college students don't like the new Wed-Fri format
 - Summer/Fall 2013, Houston Section Locations Isaac/Qualls
 - a. Manu Isaac mentioned two locations
 - i. The Woodlands
 - ii. Clear Lake
 - b. Gary Thomas mentioned maybe not choosing now and picking later based upon price

10. Section Reports / Issues or Action

- At-Large Section Hart
 - No report
- Brazos Valley Section (*report attached*) Theiss
 - No additional comments
- Capital Area Section (*report attached*) Reyna
 - No additional comments
- Greater Dallas Section (*report attached*) Togar
 - No additional comments
- Greater Fort Worth Section (*report attached*) Bettger
 - No additional comments
- Greater Houston Section (*report attached*) Isaac
 - Isaac mentioned Greater Houston section just posted their \$3,000 scholarship
- South Texas Section (*report attached*) Collins
 - Mentioned joint event with ASCE

11. Committee Reports / Issues or Action

- Special Committee on Technical Meetings Shamburger
 - The big item for this committee is modifying the meeting location rotation
 - Shamburger asked for comments
 1. Isaac passed out a map with border sections
 2. Perhaps eliminate regions all together
 3. Kurfees gave historical perspective
 - a. 2 meetings per year – 3 regions for weather
 - Matt Johnson mentioned all the recent and future trips to DFW
- Awards Committee (*report attached*) Finley
 - Finley encouraged folks to nominate
- Consultants Council Quails
 - Dustin Quails mentioned poker tournament
- District Database Langdon
 - Langdon mentioned 761 members
 - Wants to get with Gary Thomas and do something more interactive with member database and the website
- Future Engineers Johnson
 - No Report
- Legislative Committee (*report attached*) Ragsdale
 - No additional comments
- Membership Committee (*report attached*) Togar
 - Not present
- Newsletter Johnson
 - Matt Johnson asked for feedback on most recent newsletter
 - Mentioned software issues
 - Dave Carter wants next one of the future newsletters out 1 month before next meeting (August 3rd)
- Past Presidents Kurfees
 - Reminds board that the Past Presidents committee hasn't had an assignment since 1997
- Program Finley
 - Finley discussed how the committee works
- Student Chapter Liaison Saylor
 - Robert Saylor thanked Melissa Finley for help with awards and thanked Matt Snead and Younger Members committee for assistance with Traffic Bowl

- Technical Committee Luedtke
 - Not present
- Transit (*report attached*) Ryden
 - Not present
- Website Thomas
 - Discussion of putting section reports on website
 - Website hasn't had update in 3 years
- Younger Members Committee (*report attached*) Sneed
 - Matt Sneed praised all the help he had on the Traffic Bowl equipment
 - Photo scavenger hunt on Thursday
 - Public versus Private debate 9 am Thursday

Melisa Finley mentioned in general that she would like to hear from committees that aren't active.

12. Action on Policy, By-Laws, and District Functions Carter
- a. Student Travel Reimbursement – unfinished business: need to modify Policy Manual with verbiage that matches recent decision to eliminate minimum mileage
 - i. Carter wants an officer's conference call to iron out language before next board meeting
 - ii. Finley wants to make announcement to students at this conference about the rule change
 - b. Finley mentioned that we haven't increased the Award for Outstanding Student Award because the board has no control over how the students are nominated. This is handled by the student chapter advisor.
 - i. Saylor mentions it often goes to the current student chapter president.
 - c. Excess revenue and what should be done with it
 - i. Possible assignment to Past Presidents Committee
 - d. Capitol Area By-Law changes
 - i. Finley suggests we should set up a conference call board meeting to vote on these

13. Other Business Carter
- a. Meeting Manual changes– assigned to technical committee
 - b. Check Book – only signatory is Jim Williams, District Administrator
 - i. Carter discussed problems with rotating people on and off of the Bank of America.
 - ii. Matt Johnson suggested moving to Chase Bank
 - iii. Gary Thomas suggested moving to a credit union.
 - iv. Gilmer Gaston suggests separate meeting accounts
 - v. Houser suggests putting past presidents strategically located thru the state as permanent signatories
 - vi. Gilmer Gaston suggests forming a finance committee
 - vii. Dave Carter made **Motion** that the officers and LAC chair for next two meetings be added as official signatories to the Meetings checking account (0047 7099 1924) as follows:
 1. Administrator: James (Jim) Williams
 2. Officers:
 - a. Dave Carter – President
 - b. Melisa Finley – Vice President
 - c. Kirk Houser – Secretary/Treasurer
 3. Ft Worth meeting LAC chair: Natalie Bettger
 4. Richardson meeting LAC chair: Dave Carter
 - viii. Jere Hart **second**
 - ix. Unanimous motion **passed**

14. Adjourn @ 4:15 pm