



Institute of Transportation Engineers

Indiana Section

JEFF HILL – PRESIDENT
GARY MROCZKA – VICE-PRESIDENT
ED COX – TREASURER

www.indianaite.org

RICH ZIELINSKI – SECRETARY
LAURA SLUSHER – DIRECTOR
DOUG VALMORE – PAST-PRESIDENT

SECTION BOARD MEETING MINUTES

Date/Time: April 15, 2016 at 11:34 a.m. Rev 5/12/16)

Location: American Structurepoint

Attendees: Doug Valmore – Past President
Jeff Hill – President
Gary Mroczka – Vice President
Ed Cox – Treasurer
Rich Zielinski – Secretary
Laura Slusher – Director

Not Present

ADMINISTRATIVE

- Jeff called the meeting to order at 11:35 am
- Rich went over previous month's action items
 - Rich amended January meeting minutes. Jeff motioned to approve, Gary second, all approved
 - Doug contacted Mr. Dan Chaplin for Lifetime membership. He was not interested.
 - Doug will set up what meeting to give Clint Sparks his Lifetime Member award
 - Ed did send out reminder notices for dues
 - Ed did separate National and Local dues in the previous months cash flow report
 - Golf Outing contract is approved and Ed has sent the deposit to the golf course
 - Purdue Bursars office indicated that the \$2,000 refund went to Will Tolbert at his previous employment address. Ed is tracking this down and trying to get a new check cut
 - Ed will send \$10,000 to ITE National Account when \$2,000 received. Will re-evaluate at May meeting on status
 - Laura is waiting on Paul Mykytka for social even calendar
 - Ericka sent contact info to Laura for ITE shirts
 - Ed is continuing to look into direct payment on ITE website
 - Jeff has sent company logos to Laura for Summer Seminar
 - Rich indicated that 10 persons attended the LaPorte District Webinar per Alan Holderread
 - Ed made contact with Seymour District and is waiting on further direction for date and seminar topic. He will check back in with District for further confirmation of good dates
 - Rich indicated that the topics from ASCE are either not good transportation topics or they are day long seminars. Board to continue to look for opportunities
 - Laura presented the list of city engineers to the Board. Board to come up with paragraph to promote ITE Summer Seminar for these city folks.
- March Meeting Minutes – Doug motioned to approve, Jeff second, board approved

-Bob and Lewis were approved as new members – Doug motioned to approve, Gary Second, board Approved. Paulin needs to have references submitted prior to approval. Laura to follow up.
 -Josh and Buis at Hoosier company not getting emails from ITE, therefore dues are not paid yet. Laura will follow up.
 -Sponsorships still continue to come in. Jeff following up with those who have committed in past but have yet to commit this year. Board can pitch in and help.
 - Meeting adjourned at 1:15 pm

FINANCIAL

- **Cash Flow Report** – Ed presented the cash flow report as of 3/31/16. Local and National dues were separated.
- **Financial Transfer** – Ed taking care of transfer of \$10,000 to ITE National. Waiting on \$2,000 refund as noted earlier in Admin Section above. Ed will call ITE National for process. Ed to request Quarterly statements for last four years from ITE National. If we do not receive by May meeting Ed may just send \$8,000. Board will determine in May.
- **Status of Sponsorship/Scholarship Money Transfer to investment account (see previous statement)** – Ed waiting on return of 2016 scholarship money (\$2,000) prior to sending the \$10,000 in. Money was sent to Will Tolbert at previous work address and therefore is lost somewhere. Ed trying to follow up and get new check cut.
- Ed sent out dues reminder notices.
- Gary contacted ITE National regarding tax filing as a one time filing. ITE's goal is for all sections to file taxes next year. The Great Lakes District is trying to figure out how to do it so they can help the sections next year. This is not an urgent matter at this time. Gary looking for a tax ID for our section.
- Next month will need to divide up those members who have yet to pay and get them to pay up. Jeff to send out the unpaid list to Board.

COMMITTEE UPDATES:

Jeff has indicated all committee chairs and co-chairs are finalized. Jeff reviewed the list.

Committee	Liaison	Discussion Items
Technical/ Program	Mroczka	Committee working on a date and venue for Summer Seminar. Looking at costs and space. Should know by next meeting
Membership/Social	Slusher	Laura to follow up with Paul to get the social calendar finalized. April social is in jeopardy
ITE/LTAP Summer Seminar Committee	/Mroczka	Committee established. Meet after tech committee establishes topics. Kick off Meeting was 3/22/16
Scholarship	Zielinski	Payment is due to schools in July. Ed to contact Rose Hulman to see how they will handle payment.
Scholarship Golf	Mroczka	Date set for Sept 13. Deposit has been sent
District Annual Meeting	Mroczka	Gary is Section liaison for 2016 Midwest/GLD joint

		conference in Chicago. Some additions to websites in other states. Push for volunteers at this time. Board to sign up as soon as open on website. ITE Indiana to promote.
Audit	Hill	Coordinate with Kim Mills for audit. May need to have her expedite the audit for tax return purposes
Nominations	Valmore	End of year.

PROGRAM: UPCOMING EVENTS

APRIL WEBINAR/LEARNING SESSION

- – Webinar moved to later in the year.
- Cost is \$149 for members
- Use LTAP listserv to help get the work out in addition to our email blast

JOINT ITE/ASCE MAY LUNCH AT THE TRACK

- May 18, 2016 at Indianapolis Motor Speedway.
- Other Organizations are the lead
- Where ITE polo that day

KEEP INDIANAPOLIS BEAUTIFUL

- Start coordinating June date now since we missed last year
- Weeding and clean up of designated properties

GREAT LAKES/MIDWEST DISTRICT JOINT MEETING

- June 26-28, 2016 are dates for event in Chicago, IL
- Gary Mroczka will serve as our liaison.
- Doug and Rich are signed up so far
- Need to push for volunteers (discuss at May meeting)

TRANSPORTATION SUMMER SEMINAR

- Gary working on date and venue

ITE SCHOLARSHIP GOLF OUTING

- September 15, 2016 at Bear Slide Golf Course in Cicero

OTHER BUSINESS

- Jeff submitted ITE Section Awards for District and national nominations on 4/12/16.
- MPO Conference is Sept 20-22 in Michigan City at the Blue Chip Casino. Ed can attend the conference but cannot stay at the Casino Hotel. Hoping for a free booth, giveaways and support from ITE National.
- Early Fall 2016 have ISU meeting with students and their advisor. Rick Drum's name was brought up as a possible speaker.
- Remaining Board Meeting Schedule:
 - May 13, 2016 (Purdue LTAP)
 - June 10, 2016 (Butler Fairman & Seufert)

- July 8, 2016 (Fishers City Hall)
- August 12, 2016 (AECOM)
- September 9, 2016 (INDOT TMC) – Late Afternoon
- October 14, 2016 (American Structurepoint)
- November 11, 2016 (Purdue LTAP)
- December 9, 2016 (Christmas Lunch Location)

ACTION ITEMS

- Laura to follow up with Paulin one more time to get references on his application
- Jeff to send out unpaid list of members to Board to begin follow up
- Rich to send membership letter again to Laura
- Gary and Committee to get venue and date of Summer Seminar nailed down
- Laura to contact Hoosier Company to get emails released
- Board to sign up for GLD meeting if they can attend
- Laura to follow up with Paul Mykytka for Social Calendar
- Ed to follow up with Seymour District for Webinar later in year
- Ed continuing follow up on getting check from Purdue for \$2,000.
- Doug Coordinating with Clint Sparks for availability of award presentation