



Western District

2008 Annual Board Meeting

Anaheim, California
Anaheim Marriott, Room – Orange County 1, 2
Sunday, August 17, 2008
8:30 AM to 1:30 PM

WELCOME

The Western District Board welcomes Committee Chairs, Council Chairs and leadership from all of its Sections and Chapters to its Annual Board meeting. The Executive Board consists of the President, Vice President, Secretary-Treasurer, Past President and three International Directors; these persons are responsible for all motions, voting and the formal business of the District. There are two ex-officio members of the Board (District Administrator and WesternITE Editor). Committee Chairs, ITE Council Chairs/Vice Chairs, Candidates and leadership of all Western District Sections and Chapters are welcome to contribute to the discussion of business items within the limits of the time allocated.

* Indicates where possible motions might be considered.

MEETING AGENDA

8:30 AM CALL TO ORDER AND INTRODUCTIONS (Rosales)

APPROVAL OF AGENDA *

DISCUSSION ITEMS

I. ITEMS OF RECORD/CONSENT AGENDA (Rosales) – 8:40 AM

A. Items of Record *

1. Appointments to the District 6 Advisory Committee
 - ❖ Timothy Harpst, 2-year term ending at the Mid-year meeting in 2010
2. Appointment of France Campbell as Website Committee Chair (May 22, 2008 – May 22, 2011)
3. Appointment of Patricia Camacho de Cano as Career Guidance Chair (August 8, 2008 – August 8, 2011)
4. Acceptance of the Individual and Lifetime Achievement Award Forms

B. Consent Agenda *

1. Approval of January 25, 2008, Mid-Year Board Meeting Minutes
2. Acceptance of Federal Mileage Rate for reimbursement (\$0.585/mile)

II. PRESIDENT'S REPORT (Rosales) – 8:45 AM

- A. Section/Chapter Items and Visits
- B. Presidential Proclamations

III. VICE-PRESIDENT'S REPORT (Suter) – 8:55 AM

- A. Elected Leadership Directory

IV. SECRETARY/TREASURER'S REPORT (Sanderson) – 9:00 AM

- A. Current District Finances
- B. Proposed 2008-09 Budget

- V. PAST PRESIDENT'S REPORT (Whitlock) – 9:30 AM**
 - A. Updated Past President Duties
- VI. INTERNATIONAL DIRECTORS' REPORTS (Townsend, McCourt, Mustafa) – 9:35 AM**
 - A. International Director's Report (Townsend)
 - B. International Director's Report (Mccourt)
 - C. International Director's Report (Mustafa)
- VII. INTERNATIONAL PRESIDENT'S COMMENTS (Guebert) – 9:50 AM**
- VIII. EXECUTIVE DIRECTOR'S COMMENTS (Brahms) – 10:00 AM**
- IX. DISTRICT ADMINISTRATOR'S REPORT (Grote) – 10:10 AM**
 - A. Activities Report
 - B. Mid-year Board Meeting Follow-up Items
 - 1. Election Guidelines
 - 2. LAC Manual
 - 3. Travel Reimbursement Form
 - 4. Past President Badges
 - C. Facebook
 - D. Web Cam
 - E. Notebook computer / external hard drive back-up
 - F. E-Balloting
 - G. Charter and Bylaw Amendments

BREAK

- X. WESTERNITE MANAGING EDITOR'S REPORT (Smith) – 10:50 AM**
 - A. General Overview and Status
 - B. Printing Options
 - C. Electronic Distribution – Action Plan
- XI. WESTERNITE ADVERTISING MANAGER'S REPORT (Larson) – 11:05 AM**
 - A. General Overview and Status
- XII. WEBSITE MANAGER'S REPORT (Campbell) – 11:15 PM**
 - A. General Overview and Status
 - B. Website Hosting Company
 - C. Site Usage

11:30 AM * LUNCH SERVED ***** Once lunch is served, other reports will continue

- XIII. COMMITTEE REPORTS (11:30 AM)**
 - A. ADVISORY COMMITTEE REPORT (Whitlock)
 - B. TECHNICAL COMMITTEE REPORT (Aspelin)
 - 1. Section Activity Reports
 - 2. Awards
 - 3. Data Collection Fund
 - C. MEMBERSHIP COMMITTEE REPORT (Hansen)
 - D. LEGISLATIVE COMMITTEE REPORT (Stringer)
 - E. LICENSING AND CERTIFICATION COMMITTEE REPORT (Okitsu)

- F. CAREER GUIDANCE COMMITTEE REPORT (Grandstrom)
 - 1. Mentoring Program Status
 - 2. Career Guidance Awards
 - 3. Employer Recognition Award
- G. STUDENT AND FACULTY INITIATIVES COMMITTEE REPORT/EDUCATION COUNCIL (Reynolds)
 - 1. Status/Progress Report on Student Initiatives
- H. VENDOR'S COMMITTEE (Lichty)
 - 1. Best Practices Document
- I. ENDOWMENT FUND COMMITTEE (Leong)
 - 1. Status
 - 2. Website
 - 3. Activities Summary

XIV. ITE TECHNICAL COUNCIL REPORTS

No verbal reports; written reports only.

- A. Coordinating Council (Vice-Chair Noyes)
- B. Public Agency Council (Chair Davis/Vice-Chair Suter)
- C. Pedestrian & Bicycle Council (Chair Ridgway)
- D. Transit Council (Vice-Chair Byrne)

XV. FUTURE ANNUAL MEETINGS – 12:30 PM

- A. 2013 Annual Meeting Presentation *
 - 1. Arizona Section

12:45 PM **BREAK**

XVI. ANNUAL MEETING REPORTS – 1:00 PM

LAC Chairs serve the District 6 Board by appointment. They are the direct contact for the Board regarding LAC matters and are responsible for the organization and planning of the Annual Meetings.

- A. 2008 Anaheim (Mustafa)
- B. 2009 Denver (Larson)
- C. 2010 San Francisco (Spencer) *
- D. 2011 Anchorage (Mormilo/Strupulis)
 - 1. Joint 2011 meeting with Canadian District (District 7)
- E. 2012 Central Coast
- F. 2014 Seattle

XVII. UNFINISHED BUSINESS – 1:10 PM

- A. Annual meeting rotation schedule - non-CA/CA meeting order (Rosales/Townsend)

XVIII. NEW BUSINESS – 1:20 PM

- A. Approval of Business Meeting Agenda and Western States Luncheon
- B. District Administrator Stipend Increase
- C. Experient – Annual Meeting Planners
- D. Joint meetings registration – LAA policies and reimbursement
- E. LAA – limitations on number of award winners related to membership
- F. WesternITE – Spanish Translation
- G. President's Messages – Length and frequency limits

XIX. NEXT MEETING: TBD

XX. ADJOURN – 1:30 PM