



2016 Annual Board Meeting Agenda

*Hotel Albuquerque – Alvarado Ballroom D
Albuquerque, New Mexico
Sunday, July 10, 2016
8:00 am – 4:00 pm*

Welcome

The Western District Board welcomes committee chairs, council chairs, and section and chapter leaders to its annual board meeting. The voting members of the board include the President, Vice President, Secretary-Treasurer, Past President and three International Directors. These persons are responsible for all motions, voting and formal business of the District. All other Western District ITE members attending are welcome to participate in the discussion as time allows.

*Indicates items where action is required.

Meeting Agenda

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|-------------|---|------------------|----------------|
| I. | Call to Order and Introductions | (Leong) | 8:00 am |
| II. | Approval of Agenda* | | |
| III. | <u>30</u> Items of Record and Consent Agenda | (Leong) | 8:15 am |
| | a. Items of Record* | | |
| | i. <i>Young Professional Achievement Award - \$500 Award</i> | | |
| | ii. <i>Updated District Org Chart</i> | | |
| | iii. <i>Communications Oversight Committee</i> | | |
| | iv. <i>Revised Committee Chair duties for WesternITE Managing Editor, Advertising Manager and Webmaster</i> | | |
| | v. <i>\$500 Advance for 2018 Keystone LAC</i> | | |
| | b. Consent Agenda* | | |
| | i. <i>Approval of January 22, 2016, Mid-Year Board Meeting Minutes</i> | | |
| IV. | <u>40</u> President's Report | (Leong) | 8:30 am |
| | a. WesternITE and Communications | | |
| | b. Section/Chapter Visits | | |
| | c. Travel Policy Revisions | | |
| | d. Tax Exempt Status and Filing Taxes | | |
| | e. Action Items (see attachment) | | |
| V. | <u>50</u> Vice President's Report | (Spencer) | 8:45 am |
| | a. Awards | | |
| | b. Committee Travel Budget | | |
| | c. Leadership Directory Update | | |

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|--------------------|---|-------------------|-----------------|
| VI. | <u>60</u> Secretary-Treasurer's Report | (Chang) | 9:00 am |
| | a. 2015-2016 Fiscal Year-to-Date Financial Report b. 2016-2017 Proposed Budget (final vote under New Business) | | |
| VII. | <u>70</u> Past President's Report | (Ortiz) | 9:15 am |
| | a. Lifetime and Individual Achievement Awards | | |
| ***BREAK*** | | | 9:30 am |
| VIII. | International Directors' Reports | | 9:45 am |
| | a. <u>81</u> International Director's Report | (Rosales) | |
| | b. <u>82</u> International Director's Report | (Rodriguez) | |
| | c. <u>83</u> International Director's Report | (Okitsu) | |
| IX. | ITE International Remarks | | 10:30 am |
| | a. International President | (Benway) | |
| | b. International Vice President Candidate | (Sanderson) | |
| | c. <u>91</u> International Membership Report | (Agan) | |
| X. | <u>100</u> District Administrator's Report | (Whitlock) | 10:45 am |
| | a. Western District Bylaws Revision and Enumeration b. Election update | | |
| XI. | <u>110</u> WesternITE Managing Editor's Report | (Paskey) | 11:00 am |
| XII. | <u>120</u> Advertising Manager's Report | (Sweeting) | 11:15 am |
| ***Lunch*** | | | 11:30 pm |
| XIII. | <u>130</u> Website Manager's Report | (Link) | 12:15 pm |
| XIV. | Committee Reports | | 12:30 pm |
| | a. <u>141</u> Advisory Committee | (Aspelin) | |
| | b. <u>142</u> Technical Committee | (Kothari) | |
| | c. <u>143</u> Membership Committee | (de la Garza) | |
| | d. <u>144</u> Legislative Committee | (Mericle) | |
| | e. <u>145</u> Career Guidance Committee | (Dorman) | |
| | f. <u>146</u> Vendor Committee | (McKhann) | |
| | g. <u>147</u> Student & Faculty Initiatives Committee | (Scharf) | |
| | h. <u>148</u> Student Endowment Committee Report | (Leung) | |
| | i. <u>149</u> Public Relations Committee | (Smith) | |
| | j. <u>150</u> Traffic Bowl Committee | (Ackeret) | |
| | k. <u>151</u> LAC Liaison | (McCourt) | |
| | i. <i>Helms Briscoe</i> | | |

- XV. Future Annual Meetings** **1:30 pm**
- a. 2020 Annual Meeting Presentations (Leong)
 - i. **161** Joint Hawaii Section/SoCal Section (Dorman)

*****BREAK/EXECUTIVE SESSION FOR LAC SELECTION***** **1:45 pm**

- b. 2021 Annual Meeting (Leong)
- XVI. Annual Meeting Reports** **2:15 pm**
- a. **171** 2016 Albuquerque (Barrera)
 - b. **172** 2017 San Diego (de la Garza)
 - c. **173** 2018 Keystone (Waldman)
 - d. **174** 2019 Monterey (Leung, Link)
- XVII. Old Business** **3:15 pm**
- XVIII. New Business** **3:30 pm**
- a. Student Leadership Summit (Murga)
 - b. Section/Chapter Leadership Handbook (Rodriguez)
 - c. 2016-2017 Budget Review and Approval (Chang)
- XIX. Next Board Meeting: January 27, 2017, Oakland (Tent)**
- XX. Adjourn** **4:00 pm**