



District 6 Mid-Year Board Meeting

Sacramento Airport Hotel
6945 Airport Boulevard, Sacramento, California
Friday, February 7, 2003
8:00 a.m. to 5:00 p.m.

AGENDA

8:00 a.m. REFRESHMENTS

8:15 a.m. CALL TO ORDER AND INTRODUCTIONS (Townsend)

APPROVAL OF AGENDA

I. ITEMS OF RECORD

- A. \$1,000 Donation to Cal Poly-Pomona Student Chapter
- B. District Administrator Reappointment (Pringle)
- C. Membership Chair Reappointment (Butzier)
- D. Vice-Membership Chair Reappointment (Sasaki)
- E. Technical Chair Reappointment (Ackeret)
- F. Legislative Chair Reappointment (Stringer)
- G. WesternITE Managing Editor Appointment (Kerenyi)
- H. WesternITE Technical Editor Appointment (Koonce)
- I. Student Chapter Newsletter Editor Appointment (Grandstrom)
- J. Approval of the 2003 District 6 Annual Meeting Registration Fees

II. CONSENT ITEMS

Recommendation: Approve all Items

- A. July 14, 2002 Annual Board Meeting Minutes
- B. July 16, 2002 Annual Business Meeting Minutes
- C. Secretary-Treasurer's Duties
- D. Web Master Committee Chair Duties
- E. WesternITE Managing Editor Duties
- F. WesternITE Technical Editor Duties
- G. Technical Committee Chair Duties

- H. Career Guidance Committee Chair Duties
- I. Student Chapter Annual Report Award Guidelines
- J. Student RFP Competition Guidelines
- K. Student Paper Award Guidelines
- L. Proposed Travel Reimbursement Form

DISCUSSION ITEMS

III. PRESIDENT'S REPORT (Townsend)

- A. Section/Chapter Items and Visits
- B. Vendor Initiatives Committee Appointments
- C. Travel Reimbursement to International Meeting
- D. Miscellaneous Correspondence / Thank-You's Received

IV. INTERNATIONAL PRESIDENT REPORT (Grote)

- A. Update of International Programs and Services
- B. Activities since July Board Meeting
- C. Proposed Meeting Schedule in 2003
- D. 2003 Committees
- E. ITE Journal President's Messages

V. VICE-PRESIDENT'S REPORT (McCourt)

- A. Final Financial Report FY (2001-2002)
- B. Council And Committee Chair Travel Budget Coordination
- C. District Leadership Directory
- D. Advance Call for District Award Information
- E. Accountant Issues

VI. SECRETARY/TREASURER'S REPORT (Mustafa)

- A. Update on Current District Finances
- B. Status of Certificates of Deposit
- C. Preparation of Upcoming March 2003 Six-month Financial Report

VII. PAST PRESIDENT'S REPORT (Grindley)

- A. Report on International Nominations

The Board shall convene to Executive Session for the following items:

- B. Report on Nominations for District 6 Officers and International Director
- C. Report on Nominations for Individual and Lifetime Achievement Awards

The Board shall re-convene in General Session

- D. Announcement of District 6 Candidates
- E. Formal Notification of Candidates and WesternITE Coordination
- F. District and International Candidate Mailing List Requests
- G. Report on Nominations for Individual and Lifetime Achievement Awards

VIII. INTERNATIONAL DIRECTORS' REPORTS (Romer, Davis, Noyes)

- A. International Director's Report (Romer)
- B. International Director's Report (Davis)
- C. Incoming International Director's Report (Noyes)

IX. DISTRICT ADMINISTRATOR'S REPORT (Pringle)

- A. General Report
- B. University of California-Davis Charter and Bylaws
- C. University of Arizona Charter and Bylaws
- D. District Administrator Committee Report (Chair Grindley, Townsend, McCourt, Noyes, Pringle)

X. WESTERNITE MANAGING EDITOR'S REPORT (Kerenyi)

- A. General Overview and Status
- B. Accounts Receivable
- C. Stipend Revision (McCourt)

XI. WEBSITE REPORT (Pascal)

- A. General Overview and Status
- B. New Features
- C. Proposal for Webpage Upgrades

XII. DISTRICT ADVISORY COMMITTEE REPORT (Miller/Grindley)

- A. Current Committee Membership (Outgoing Chair Miller, Incoming Chair Grindley, Ridgway, Harpst)
- B. Report on Other Committee Prospective Members (Grindley)
- C. Mentoring Program (Miller/Ridgway)
- D. Nomination Candidate Guidelines (Miller)
- E. Nominating Procedures (Miller, Grindley, Harpst)

- XIII. TECHNICAL COMMITTEE REPORT (Ackéret)**
 - A. Technical Activities
 - B. Discussion on CD Compendium Sales (Townsend)
 - C. Proposal to Scan WesternITE
- XIV. CAREER GUIDANCE COMMITTEE REPORT (Rosales)**
 - A. Student Chapter Activities
 - B. Student Chapter Newsletter
 - C. Kell Competition Award (Townsend/Rosales)
 - D. Endowment Subcommittee (Townsend)
(Chair Ebeling, Miller, Boekamp, Romer, Davis, Helmer, Carson)
 - MSU Endowment Status
 - Endowment Opportunities for Other Chapters
- XV. MEMBERSHIP COMMITTEE REPORT (Butzier)**
- XVI. LEGISLATIVE COMMITTEE REPORT (Stringer)**
- XVII. CALIFORNIA TRAFFIC ENGINEERING REGISTRATION COMMITTEE REPORT (Okitsu)**
- XVIII. STUDENT INITIATIVES COMMITTEE REPORT (Townsend/Carson)**
 - A. Workshop Recap
 - B. Subcommittee Tasks
 - C. Proposals for Board Action
 - D. Development of Future Proposals for Action
- XIX. VENDOR INITIATIVES COMMITTEE REPORT (Townsend/Ortiz)**
 - A. Workshop Recap
 - B. Subcommittee Tasks
 - C. Proposals for Board Action
 - D. Development of Future Proposals for Action
- ✓ **XX. COORDINATING COUNCIL REPORT (Larwin/Tanda)**
- XXI. TRANSPORTATION PLANNING COUNCIL REPORT (Samdahl)**
- XXII. EDUCATION COUNCIL REPORT (Carson)**
- XXIII. ITS COUNCIL REPORT (Schroeder)**
- XXIV. PUBLIC AGENCY COUNCIL REPORT (Lalani)**

- XXV. LAC COMMITTEE HANDBOOK REVISION COMMITTEE (Chair Romer, Boekamp, Miller, Pringle, Ackeret, Darnell)**
 - A. LAC Handbook Revision Committee Status
- XXVI. MEETING PROTOCOL**
 - A. Leadership Breakfast Invitation List
- XXVII. ANNUAL MEETING REPORTS**
 - A. 2002 Palm Desert (Ubhayakar)
 - B. 2003 Seattle (Webber)
 - C. 2004 Sacramento (Grandy/Brown)
 - D. 2005 Kalispell Glacier (Carson/Sanderson)
 - E. 2006 Honolulu
 - F. 2007 Portland (Rosales)
 - G. 2008 Anaheim (Joint with International)
- XXVIII. OLD BUSINESS**
 - A. By-Law Changes for Electronic Balloting
 - B. Student Paper Award Increase
- XXIX. NEW BUSINESS**
 - A. Formation of Dues Structure for Students and Honoree Members
 - B. Arizona Section Financial Proposal
- XXX. NEXT MEETING: Seattle, WA, August 23, 2003**
- XXXI. ADJOURN**