



# Western District

## 2011 Annual Board Meeting

Anchorage, Alaska  
Sunday, July 10, 2011  
7:30 a.m. – 1:30 p.m.

### WELCOME

The Western District Board welcomes committee chairs, council chairs, section and chapter leaders to its 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. There are two ex-officio members of the board, the district administrator and the WesternITE managing editor. 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

**CALL TO ORDER AND INTRODUCTIONS (Perez) – 8:00 a.m.**

**APPROVAL OF AGENDA\***

**I. ITEMS OF RECORD & CONSENT AGENDA (Perez) – 8:05 a.m.**

- A. Items of Record\*
  - 1. Reappointment of Jenny Grote as District Administrator for another 2-year term through June 30, 2013
- B. Consent Agenda\*
  - 1. Approval of February 4, 2011 Mid-Year Board Meeting Minutes
  - 2. Adopt the latest IRS mileage reimbursement rate of \$0.555 after July 1, 2011

**II. PRESIDENT'S REPORT (Perez) – 8:10 a.m.**

- A. District's Strategic Plan
- B. Committees Strategic Plans

- C. Committee Appointments
- D. Section/Chapter Visits
- E. Presidential Proclamations

**III. VICE PRESIDENT’S REPORT (Reynolds) – 8:15 a.m.**

- A. WesternITE Committee
- B. Awards Matrix Update
- C. Leadership Directory
- D. Western District Organization Chart Update

**IV. SECRETARY-TREASURER’S REPORT (Okitsu) – 8:20 a.m.**

- A. 2010-2011 Year-to-Date Financial Report
- B. 2011-2012 Proposed Budget (Final vote under OLD BUSINESS, Item XVI)

**V. PAST PRESIDENT’S REPORT (Sanderson/Suter) – 8:40 a.m.**

- A. Lifetime and Individual Achievement Awards

**VI. INTERNATIONAL DIRECTORS’ REPORTS – 8:50 a.m.**

- A. International Director’s Report (Ackeret)
  - a. Election campaign issues
  - b. Election campaign rules
  - c. ID travel budget and coordination
- B. International Director’s Report (Whitlock)
- C. International Director’s Report (Sanderson)

**VII. INTERNATIONAL PRESIDENT’S REMARKS (Wunderlich or Miller) – 9:00 a.m.**

**VIII. DISTRICT ADMINISTRATOR’S REPORT (Grote) – 9:15 a.m.**

- A. Follow-up activities from Mid-year Board Meeting
- B. E- voting Update (history with ElectionsOnLine)
- C. Activities prior to 2011 Mid-year Board Meeting, including Bylaws and Charter updates

**IX. WESTERNITE MANAGING EDITOR’S REPORT (Z. Mustafa) – 9:45 a.m.**

- A. Technical Editor, Webmaster and Advertising Manager coordination

**X. ADVERTISING MANAGER’S REPORT (Aburahmah) – 10:05 a.m.**

**XI. WEBSITE MANAGERS REPORT (N. Mustafa) – 10:10 a.m.**

10:15 a.m.     **\*\*\*BREAK\*\*\***

**XII.   COMMITTEE REPORTS – 10:30 a.m.**

- A.   Advisory Committee Report (Suter)
- B.   Technical Committee Report (Aspelin)
- C.   Membership Committee Report (De La Garza)
- D.   Legislative Committee Report (Eagan)
- F.   Career Guidance Committee Report (Camacho de Cano)
- G.   Vendor Committee Report (McKhann)
- H.   Student and Faculty Initiatives Committee Report (Scharf)
  - a.   Student Traffic Bowl Award – Reduce award from \$1200 to \$500 since ITE International gives a \$2000 travel award to each District winner \*
  - b.   Student Book Fund – Allocate \$1200 book fund to UC Denver and San Jose State pending completion of their charter and bylaws \*
  - c.   Current Faculty Advisors and Liaisons – Please review list and notify me of any necessary changes
  - d.   Prospective Student Chapters – Please ask the board to notify me of any prospective student chapters
- I.   Student Endowment Fund Committee Report (Leong)
- J.   Traffic Bowl Committee (Hall)

**XIII.   ITE TECHNICAL COUNCIL REPORTS**

*(No Council reports are anticipated, but may be provided if a representative is present)*

**XIV.   FUTURE ANNUAL MEETINGS – 11:00 p.m.**

- A.   2016 Annual Meeting Presentation
  - 1.   San Diego Section

**XV.   ANNUAL MEETING REPORTS – 11:45 p.m.**

- A.   2011 Anchorage (Brooks/Mitchell)
  - a.   Registration numbers and Budget Update
- B.   2012 Santa Barbara (Mericle)
- C.   2013 Phoenix (Carroll)
  - a.   Request of \$6,000 advance deposit\*
  - b.   Suggested Award/Dinner Banquet Themes.
  - c.   Updated LAC contact list
  - d.   Summary of the year and expectations
- D.   2014 Rapid City (McCourt)
- E.   2015 Las Vegas (O'Brien)

**12:00 p.m.    \*\*\*BREAK\*\*\***

**XVI.    OLD BUSINESS – 12:15 p.m.**

- A.    Financial Auditor/accountant help for Secretary-Treasurer (Suter)
- B.    Travel budget split for President and Senior ID (Okitsu)
- C.    Annual dues increase and other budget changes (Okitsu)
- D.    Adoption of new Budget for 2011-2012 fiscal year.\*

**XVII.    NEW BUSINESS – 1:15 p.m.**

**XVIII.    NEXT MEETING: Mid-Year Meeting location and date- TBD**

**XIX.    ADJOURN – 1:30 p.m.**