



2019 Mid-Year Board Meeting Minutes

*Cal State East Bay Conference Center
1000 Broadway, Oakland, California
Friday, January 25, 2019
8:00 am – 4:00 pm*

The Western District Board Meeting assembled committee chairs, LAC chairs, and section and chapter leaders. The voting members of the board include the President, Vice President, Secretary-Treasurer, Past President and three International Directors.

CALL TO ORDER AND INTRODUCTIONS

Western District President Neelam Dorman called the meeting to order at 8:00 a.m. Attendees at the meeting were:

BOARD MEMBERS:

Neelam Dorman, President
Mark Spencer, Past President
Paul Barricklow, Vice President
Giancarlo Ganddini, Secretary-Treasurer (preparer of the meeting minutes)
Karen Aspelin, International Director (2017-2019)
Carlos Ortiz, International Director (2018-2020)
Cathy Leong, International Director (2019-2021)

COMMITTEE CHAIRS AND GUESTS:

Robert Sweeting, WesternITE Advertising Manager
Janna McKhann, Vendor Chair
Tom Mericle, Legislative Committee Chair
Danielle Scharf, Student & Faculty Initiatives Chair
Erica Jensen, WesternITE Managing Editor
Dalene J. Whitlock, District Administrator
Ken Ackeret, Traffic Bowl Chair
Walter Okitsu, UCLA Faculty Advisor
Pam O'Brien, Oregon Section LAC
Peyvand Hajian, Central California Section Secretary
Joe De La Garza, Membership Chair/Secretary-Treasurer Candidate
Cameron Shew, Website Manager
Randy McCourt, International Vice President
Kimberly E. Leung, Endowment Fund Administrator/2019 LAC Co-Chair
Amit Kothari, Technical Committee Chair
Aaron Heumann, 2018 LAC Co-Chair

I. Call to Order and Introductions

Western District President Neelam Dorman called the meeting to order at 8:00 AM. Attendees provided self-introductions. See page 1 for list of attendees; sign-in sheet attached.

II. Approval of Agenda

Western District President Neelam Dorman proposed amendment to the agenda: New Business Item 192 revised from Travel Policy Revisions to Election Policy Revisions.

**MOTION to approve agenda as amended: Cathy Leong, second by Mark Spencer.
Motion Passed.**

III. Items of Record and Consent Agenda

A. Items of Record

Committee chair extensions and re-appointments deferred to New Business Item 193 – Committee Chair Restructuring.

B. Consent Agenda

1. Approval of June 24, 2018 Annual Board Meeting Minutes
2. Approval of June 26, 2018 Annual Business Meeting Minutes

Meeting minutes were circulated among executive committee. Comment to revise title of Annual Board Meeting Minutes from “Agenda” to “Minutes”.

MOTION to approve consent agenda with correction to Annual Board Meeting Minutes title: Cathy Leong, second by Mark Spencer. Motion Passed.

IV. President’s Report

President Neelam Dorman provided the following remarks:

A. Appointments

- Committee chair extensions and re-appointments deferred to New Business Item 193 – Committee Chair Restructuring.

B. LeadershipITE

ACTION ITEM: Giancarlo Ganddini to distribute \$3,000 funding to Yung Koprowski for LeadershipITE sponsorship.

C. Section/Chapter Visits

- President Neelam Dorman visited several sections/chapters (listed in board report) throughout August and September as part of OneITE outreach.

D. OneITE Task Force

- Draft transition plan has been prepared and distributed to Western District Board of Directors. Task Force efforts involved discussions with Central Coast and Central California Sections – both Sections have provided a leadership action plan (attached to President’s report) to ensure the viability of continued operations as a Section. President Neelam Dorman indicated that Central California Section board members are confirmed ITE International members.
- Randy McCourt and the Western District Board held further discussion with Central California Section Secretary (Hajian). Section Secretary Hajian to further discuss with Section members the differences between Section and Chapter classification.
- The Central California Section will coordinate with International to convert Section affiliates to International members. Section Secretary Hajian will check with Section President for updated leadership contacts.

E. District Transition Workshop

- President Neelam Dorman announced that a District Transition Workshop was held the day before this meeting (January 24, 2019) and that conclusions of the workshop shall be discussed during new business.

F. Budget Allocations

- Deferred to Executive Session.

G. Central Coast Section Leadership Plan

- A letter containing the Central Coast Section leadership plan is attached to the President’s report.

H. Central California Section Status

- A letter containing the Central California Section leadership plan is attached to the President’s report. See above discussion under Item IV.D – OneITE Task Force.

I. Action Items

- Walter Okitsu will edit Past President/Senior ID Duties to reflect election responsibilities.
Status: Not completed - item transferred to OneITE Task Force.
- Dalene J. Whitlock will continue to work on resolving non-profit status or next steps to reestablish non-profit status with the State of California.
Status: Not completed - will wait for adoption of new charters/bylaws.

- Janna McKhann to explore coordinating with vendor shows outside California to expand the market in Western District 13 states.

Status: Completed – see Vendor Committee report from 2018 Keystone meeting.

V. Vice President's Report

Vice President Paul Barricklow provided the following highlights from their report:

A. Committee Chair Travel Budget

- Committee Chair travel reimbursement requests are approximately \$1900 (less than one quarter of draft budget); remaining budget to be used for Committee Chair travel to Annual Meeting. The final Committee Chair travel budget is in progress and has not been finalized.

B. Close of 2017-2018 Fiscal Year Accounting

- Report on close of accounting: no apparent abnormalities, dues income increased, reserves exceed target.
- Tax forms have been submitted – some small, but new fees compared to previous year.

Board member discussion about ensuring the correct tax categories are used – there should be net zero tax. Discussed the possible need to find a new accountant.

ACTION ITEM: Paul Barricklow to review tax forms with Neelam and Dalene.

C. Leadership Directory update

- Latest Leadership Directory update will be completed shortly.
- The December 2018 update has been uploaded to OwnCloud.

VI. Secretary-Treasurer's Report (Ganddini)

A. 2018-2019 Fiscal Year-to-Date Financial Report

Secretary/Treasurer Giancarlo Ganddini provided the following highlights from their report:

- All income and expenses to date appear to be in line with expectations.
- Endowment fund experienced a net loss of approximately \$30,000 due to market performance.

Board of Directors posed a question about advertising income to date – Robert Sweeting clarified that one new advertising has been received since report was prepared; remaining advertising renewals to take place in March.

There was a brief discussion about the need to improve distribution of student chapter checks. Current process is time consuming and often results in failed deliveries.

B. Exchange of Records Meeting Summary

- The Exchange of Records Meeting took place in September 2018 in Santa Ana, California. The President, Vice President, and Secretary-Treasurer visited Wells Fargo to transfer signatures. The Board members present held a preliminary discussion about where to allocate expected excess funds from the 2018 LAC.

VII. Past President's Report

A. Lifetime and Individual Achievement Awards

Past President Mark Spencer provided the following highlights from his report:

- Successfully performed call for nominations and scoring for Lifetime Achievement Award. Further discussion in Executive Session.
- No nominations were received for Individual Achievement award.

VIII. International Directors' Reports

A. Senior International Director's Report

International Director Karen Aspelin had nothing additional to report.

B. Middle International Director's Report

International Director Carlos Ortiz provided the following highlights from his report:

- Summary of the International meeting planning and abstracts received.
- Summary of the new Diversity Scholarship Program for High School students.
- Working with Tom Mericle (2019 LAC) to coordinate councils for Western District Annual Meeting.

C. Junior International Director's Report

International Director Cathy Leong provided the following highlights from her report:

- Sent open call for nominations for Western District Elections.
- Accepted nominations for both positions (Secretary/Treasurer and International Director) regardless of candidate residency.
- Candidate selection based on consideration of OneITE and Western District restructuring. Further discussion in Executive Session.

IX. Nominations - Executive Session

- a. Nomination of 2019-2020 Candidates for Western District Officers and International Director

b. Nomination of 2019 Individual and Lifetime Achievement Awards

X. Nominating Committee Announcements

Neelam Dorman announced that the Lifetime Achievement Award winner has been selected, will be kept secret until formal presentation at the Annual Meeting.

A. Acceptance of Nomination Committee's Slate of Candidates*

Cathy Leong announced the following slate of candidates:

President: Neelam Dorman

Vice President: Giancarlo Ganddini

Secretary/Treasurer: Joe De La Garza

Cathy explained OneITE's effect on the election slate. Mark Spencer shall serve a second term as Past President and there will be no election for International Director since the remaining Western District will only have two International Directors. The 2019-2020 term shall be for a period of 1.5 years in order to transition to a calendar year.

B. Coin flip and notification procedures in *WesternITE* printed newsletter and website

As there is only one candidate for Secretary/Treasurer, no coin-toss was held.

XI. ITE International Remarks

A. Vice President

International Vice President Randy McCourt provided the following remarks:

- Read mission/purpose statements for chapters and sections. Provided examples of chapter versus section characteristics.
- Discussed emerging issues work at ITE – focus on Mobility as a Service.
- Board is focusing on Section resources – linking International to Sections.
- Explained the impetus for OneITE/re-structuring. The board is directed by the ITE Constitution to review boundaries every three years. Randy is leading workshop scheduled in February in Denver to present discussions and address strategic and operations issues of new mountain district – will report back to IBOD. Other District charters have been approved and bylaws preparation are in progress. Tentative schedule - Draft charters for Western District by May, approval at Austin meeting in July, effective January 2020.

XII. District Administrator's Report (Whitlock)

District Administrator Dalene J. Whitlock provided the following highlights from her report:

- Currently working with Western District Board on issues related to new Charter, draft bylaws, and corresponding updates to administrative documents.
- Will need to re-file Charter with the State once the new Charter is issued. Announced that current District accountant will no longer prepare District tax filing.

ACTION ITEM: Dalene J. Whitlock to work with the Board to find a new accountant.

XIII. WesternITE Managing Editor's Report

WesternITE Managing Editor Erica Jensen provided the following highlights from her report:

- Continuing to maintain contact list.
- Click/open rates are slightly down, but still above national average.
- Able to remove contacts with suspended accounts, which has reduced mailing costs.

XIV. Advertising Manager's Report

Advertising Manager Robert Sweeting provided the following highlights from his report:

- Advertising income is on track compared to previous years - current advertising income at \$4650.
- Will send renewal for sponsorships in February to be renewed in March – expects similar response to previous year.

XV. Website Manager's Report

Website Manager Cameron Shew provided the following highlights from his report:

- Reminder that the District has a contract for on-call web support not to exceed \$2,000, none of which has currently been used.
- Central California website is now linked (no longer hosted on westernite.org).

Mark Spencer asked if there are statistics for visitor activity (i.e., number of clicks) on specific pages. Cameron Shew indicated he will investigate. Cathy Leong mentioned reports of slow performance on Annual Meeting site.

ACTION ITEM: Cameron Shew to discuss with Justin Link and investigate slow performance on Annual Meeting site.

XVI. Committee Reports

A. Advisory Committee

Committee Chair Cathy Leong had nothing to report.

B. Technical Committee

Committee Chair Amit Kothari provided the following highlights from his report:

- Wayne T. and Patricia Van Wagoner Award to be presented at 2019 Annual Meeting in Monterey.
- Data Collection Request for proposals received eight proposals, two of which were disqualified. Five proposals have been accepted, and the RFP process has been re-opened to all student chapters for a sixth slot. Four additional proposals have been received.
- Will establish Review Committees to assist with additional duties to review Annual Meeting Best Paper Awards (Member, Young Professional, and Students). Career Guidance Chair and Student & Faculty Initiative Chair to serve on review panel for Young Member and Student best paper. Patrick and Erik Ruehr will assist with Best Paper Awards for members.

C. Membership Committee

Committee Chair Joe de la Garza provided the following highlights from his report:

- Total membership increased +270 over last year (including +150 students).
- Larger student % of total membership (highest in past 6 years).
- Trends: smallest decrease from May-December.
- Noted that affiliates are not currently included in membership numbers.

D. Legislative Committee

Committee Chair Tom Mericle provided an update on the SB 743 Task Force. Eric Ruehr (Task Force Chair) has proposed a continuation of the SB 743 Task Force to prepare a white paper/guidance for agency implementation of SB 743.

Board expressed concern about appearing too California-centric. Proposed that Eric Ruehr may continue work with California Sections, if desired; however, the Task Force has completed its mission and is closed.

E. Career Guidance Committee

President Neelam Dorman provided the following updates on behalf of Committee Chair Joshua McNeil:

- Career Guidance Committee hosted three sessions at Annual Meeting and presented two awards (Best Annual Meeting Paper by Young Professional & Young Professional Achievement Award).
- Summary of proposed Mentor Award.

In response to proposed Mentor Award, Board comment about District awards being geared toward submittal for International Awards (consistent with spirit of OneITE). Several edits suggested to proposed Mentor Award:

- Remove requirement that nomination be submitted by a Young Professional
- Edit requirement #4 to clarify not eligible again (not just next year)
- Change due date to April 1st

Neelam asked everyone to review questions and provide input directly to Josh by end of the month.

F. Vendor Committee

Committee Chair Janna McKhann reported on Section/Chapter vendor show activities and attendance stats. Distributed master vendor list to Sections and Chapters that host vendor shows.

G. Student & Faculty Initiatives Committee

Committee Chair Danielle Scharf provided the following highlights from her report:

- Strong number of student paper submittals.
- Student paper due date needs to be moved up by a month to meet deadline for International award.

Committee Chair asked for clarification if Outstanding Educator can win more than once - No such restriction in rules. Board agreed – Outstanding Educator can win more than once. May edit application form to ask if the candidate is a previous winner.

Previous action item – reach out to California State University, Los Angeles and Washington State University to see if still interested in re-activating. No response from Washington State. Cal State LA said they already have a chapter.

ACTION ITEM: Danielle Scharf & Dalene J. Whitlock to obtain charter/bylaws for student chapters.

H. Student Endowment Committee Report

Student Endowment Committee Chair Kimberly Leung provided a summary of Endowment Fund account balances. Kimberly is currently soliciting input for endowment fund spotlight articles.

I. Public Relations Committee

The Public Relations Committee Chair Paul Stanis was not present – President Neelam Dorman showed draft promotional video on his behalf.

Comments on the draft video included:

- Adding a link to website.
- More than just “Transportation Design” – add more disciplines: design, operate, planning, manage.
- Move text to upper part of the screen for better visibility in large conference rooms.
- Professional QA/QC will polish transitions, etc.
- Develop guidelines for use of video.

J. Traffic Bowl Committee

Committee Chair Ken Ackeret had nothing additional to report.

K. LAC Task Force

LAC Task Force Chair Cathy Leong provided the following highlights from their report:

- New LAC manual has been uploaded to website.
- Historical document has been removed from website to avoid confusion.

Budget Allocations - Executive Session

1. Budget allocation of excess funding from 2018 Annual Meeting
2. Budget allocation of excess operating budget

Resumed General Session

President Neelam Dorman presented approved excess operating income allocations (with revisions). The excess operating budget of \$15,000 was approved to be allocated as follows:

- Student Leadership Summit funding ahead - \$1,000
- OneITE District Briefing at Annual Meeting - \$1,500
- International Director Travel - \$2,500
- Student Endowment - \$5,000
- Incoming Officer Travel - \$5,000

XVII. Annual Meeting Reports

A. 2018 Keystone

Report highlights presented by LAC Co-chair Aaron Heumann:

- Positive feedback regarding the aspects of a Joint meeting with Texas District
- LAC set up was led by Western District with assistance provided by Texas District
- Technical Program – it was important to have adequate number of presentations that would be of interest for Texas District. Over 200 abstracts received – was able to minimize double presenters.
- Registration pricing was scaled by timeline. Number of registrations well spread out for each registration pricing scale.

- Complaints regarding distance between hotel and conference center were less than anticipated.
- Incorporated a tradition from the Joint district (Texas Hold'em).
- Lower than expected family/student counts, but still had +100 students/faculty.

B. 2019 Monterey

Report highlights presented by LAC Co-chair Kimberly Leung:

- Current bank balance is approximately \$38000.
- Currently have 55 abstracts; need at least 60.
- Currently planned sessions include Mobility as a Service, Curb management, Student session.
- Carlos Ortiz will help coordinate an ITS session, including speakers. No plans to further extend call for abstracts.

Input from District Board included:

- Need to coordinate with International to accommodate International Town Hall.
- Discussion about how to improve call for abstracts, need to ensure strong technical program to maintain attendance. Walter Okitsu suggested sending a standalone email (not combined email with newsletter).
- Aiming to finalize program by mid-March and post to website.
- Erica Jensen to send e-mail blast announcing one-week extension of call for abstracts. Meeting announcement will be moved higher up in the newsletter.
- Discussion about sponsorships. Currently have one committed sponsor but have not received payment. LAC Task Force (Ryan Zellers) to help with sponsorship.
- Sponsorship packages to be revised. Initial feedback from vendors indicates pricing is too high.
- LAC to investigate side-by-side spaces for OneITE District Briefing.
- 201 rooms are currently booked; 5 people registered.
- Will begin monthly calls with LAC Task Force.
- Cameron Shew replaced the current upcoming event (SLS) with Annual Meeting link on the front page of WesternITE.

ACTION ITEM: Randy McCourt to review contract item on room attrition and ability to amend before February 1st.

C. 2020 Honolulu

Report highlights presented by Co-Chairs Cathy Leong and Neelam Dorman:

- Preliminary budget is attached in meeting package.
- Will request approval of registration rates in June.

- Anticipate Joint Meeting with “Rocky Mountain” pending Memorandum of Understanding.
- Neelam changing from Co-Chair to Vice Chair (since she will now be serving a second term as President).

D. 2021 Portland

Report highlights presented by LAC Co-Chair Pam O’Brien.

- International doing most planning, Oregon Section is handling local arrangements.
- International is preparing logo and managing all financials.
- LAC bank account has been set up.
- Hotel construction is has begun.
- Due to District restructuring, the meeting will be a Joint meeting between International, Western District, and the new “Rocky Mountain” District
- LAC will need to plan and arrange technical tours.

E. 2022 Palm Springs

President Neelam Dorman provided the following highlights on behalf of LAC Co-chairs:

- Calendar and bank account are set up.
- Also intended to be a joint meeting with “Rocky Mountain” District.

F. 2023 Boise

President Neelam Dorman provided the following highlights on behalf of LAC Co-chairs:

- As of last Annual Meeting, 2023 LAC was instructed not to sign any contracts.
- LAC is requesting guidance to lock in a venue.
 - Per discussion, LAC won’t be ready to sign contracts until early 2020 (after “Rocky Mountain” District is established).
- LAC to work with Paul Barricklow moving forward.

XVIII. Old Business

None.

XIX. New Business

A. LeadershipITE Reports

President Neelam Dorman noted that LeadershipITE participant, Kevin Carstens, had provided summary letter in accordance with funding requirement.

District Board members discussed value for the District in providing LeadershipITE funding. It was noted that LeadershipITE investment is long-term investment. Participants should be challenged to think about how their training will benefit Western District.

ACTION ITEM: Cathy Leong to coordinate with LeadershipITE Chair Carrie Falkenrath to develop reporting guidance on scholarship letter for LeadershipITE.

B. Election Policy Revisions (Revised from Travel Policy)

International Director Cathy Leong provided the following summary of proposed revisions to the election policy:

- Need to revise residency guidelines – current policy of nominating candidates instead of inside/outside California will not be functional with re-districting (not enough members outside of California).
- Propose revising candidate residency requirements to north region-south-region.
- North region to be comprised of Alaska, Washington, Oregon, Hawaii, Northern California, and San Francisco Bay Area.
- South region to be comprised of Central California, Central Coast, Southern California, Riverside-San Bernardino, and San Diego.
- Proposed north-south region membership split is approximately 1,600 versus 1,100, respectively.

The District Board discussed possibility of using “region 1” and “region 2” instead of “north/south” region.

Cathy Leong commented that the nominations committee chair needs to be pro-active in soliciting for candidates, coordinate closely with Section leadership, and keep running list.

Board members discussed the option of having an open call for nominations and deferring north-south considerations to the nominating committee. Consensus was that this may result in too many candidates from the same area.

Board members discussed possibility of having three regions. Consensus was that this may result in long wait times for a candidate from a specific region and there is likely insufficient number of candidates if the residency requirement is divided into three regions.

Board concluded that this issue will be discussed further at the Annual Meeting.

C. Committee Chair Restructuring

International Director Cathy Leong provided the following summary of proposed committee chair restructuring:

- Western District Committee structure has been reassessed for consistency with Strategic Plan – also taking into consideration fewer members and losing some volunteers because of OneITE re-districting.

- Membership Committee: Colleen Agan (International) does a lot of the leg work and the seat will be vacated assuming Joe de la Garza is elected. Committee to be discontinued and duties re-assigned to Vice President.
- Legislative Committee: Duties fall under strategic plan "Sharing Info". Other Districts track legislative issues at Section level. Committee to be discontinued. Sections may report major legislative issues to Western District as necessary.
- Vendor and Traffic Bowl Committees: Duties are primarily centered around Annual Meeting. Current chairs shall report to LAC Task Force. Student Traffic Bowl will remain under Student Initiatives.
- Student & Funding Initiatives Committee: Currently has a lot of duties. This committee shall merge with Student Endowment Committee and be renamed to Student Funding & Initiatives Committee (SFIC). To lighten workload, Student Paper Award re-assigned to Technical Committee. Kell Competition and Student Chapter Annual Reports to remain under new SFIC. Outstanding Student Award and Outstanding Educator Award re-assigned to Career Guidance Committee.
- Career Guidance Committee: Continue administering Young Professional Achievement Award and proposed Mentor Award. Administration of Best Annual Meeting Paper by Young Professional re-assigned to Technical Committee. Will now administer Outstanding Student Award and Outstanding Educator Award.
- Technical Committee: All technical papers (member, young professionals, student papers) are re-assigned to Technical Committee. Technical Committee to expand with additional review panels.
- Discontinue the Advisory Committee. As needed duties can be performed as a task force and/or assigned to Past President.
- Overall, 13 committees downsized to eight.

Some Board members expressed concern about the process for developing the proposed changes and requested time for additional review.

Board member suggestion to assign Section Representatives to committees for increased participation and linking Sections to District activities.

Board discussed reduced future dues income and the need to reduce number of committees.

President Neelam Dorman expressed desire to move forward with proposed committee chairs modifications, observe new operations throughout Annual Meeting, and formally report back next year.

Kimberly Leung agreed to find additional committee members for assistance with new SFIC.

ACTION ITEM: SFIC, Technical Committee, Career Guidance Committee, District LAC Committee Chairs shall revise description of duties.

ACTION ITEM: Webmaster to remove Advisory Committee from website.

ACTION ITEM: Mark Spencer to update past president duties (remove Advisory Committee duty).

ACTION ITEM: Cathy Leong to follow up with remaining committees to review and confirm revised duties.

MOTION to disband the Membership and Legislative Committees: Mark Spencer, second by Paul Barricklow. Motion Passed.

MOTION to change the District LAC Task Force to District LAC Committee, disband Vendor and Traffic Bowl Committees and move functions to District LAC Committee: Mark Spencer, second by Cathy Leong. Motion Passed.

President Neelam Dorman made the following Committee Chair appointments:

- Student Funding & Initiatives Committee Chair: Kimberly Leung
- District LAC Committee Chair: Cathy Leong
- Career Guidance Committee Chair: Joshua McNeill (re-appointed)
- Public Relations Committee Chair: Paul Stanis (re-appointed)

D. OneITE Transition Plan

President Neelam Dorman provided the following summary of the draft Western District Transition Plan:

- Existing Charter to be withdrawn and new Charter to be issued by International
- Model bylaws have been provided by International. District Board to prepare draft bylaws for approval by International Board of Directors.
- The Transition Plan outlines currently proposed geographic boundaries. For discussion purposes, the new district is referred to as “Rocky Mountain” District, however, name of new district has not officially been determined.
- District Governance shall take effect on January 1, 2020.
- Officer transition is tabulated within the Transition Plan (see attached).

- New Western District to have two International Directors. This will result in run-off elections between multiple past presidents.
- Draft Transition Plan recommends the following appointments for new “Rocky Mountain” District: International Director – Karen Aspelin, President – Paul Barricklow, Ben Waldman and Devin Moore for Vice President and Secretary/Treasurer since they were the only two members from “Rocky Mountain” States nominated to be officers for Western District. The Draft Transition Plan was adopted by the District Board.
- Endowment fund to be split based on number of students.
- All other assets split based on number of voting members (approximately 69% Western District, 31% “Rocky Mountain” District).

Dalene J. Whitlock agreed to review draft Transition Plan for grammatical/technical edits.

Comment noted to list geographic boundaries by Sections instead of by States (Hawaii Section includes US territories otherwise omitted if geographic boundaries are listed by State).

President Neelam Dorman amended the Western District OneITE Task Force as follows:
Remove Karen Aspelin and Paul Barricklow; Add Giancarlo Ganddini.

XX. Next Board Meeting: Sunday, June 23, 2019, Monterey, CA

XXI. Adjourn

MOTION to adjourn the Mid-Year Board Meeting: Mark Spencer, second by Paul Barricklow. Motion Passed.

Meeting adjourned at 4:00pm.

ITE Western District – 2019 Mid-Year Board Meeting Sign-In Sheet

ITE WESTERN DISTRICT	
2019 MID YEAR BOARD MEETING SIGN-IN SHEET	
NAME	POSITION
GIANCARLO GARDANI	SECRETARY/TREASURER
Robert Sweeting	ADVERTISING MANAGER
Janna McThann	Vendor Chair
Tom Mericle	Legislative Chair
Danielle Scharf	Student Initiatives
Karen Aspelin	SR. ID
Carlos Brito	MIDDLE I.D.
Erica Jensen	Managing editor
Paul Barrickow	VP
Mark Spencer	Past President
Neelam Dorman	President
CATY LEONG	JRID
Delene J. Whitlock	District Administrator
Ken Ackeret	Traffic Bowl Chair
Walter Okitsu	UCLA Faculty Advisor
Pam O'Brien	Oregon Section LAC
Peyvand Hajian	Secretary, Section Central CA
JOE DELA GARZA	MEMBERSHIP / SEC-TRES CANDIDATE
Cameron Shew	Web Manager
RANDY MCCOURT (ARRIVAL NOTED BY SEC/TREAS.)	
KIMBERLY LEUNG	2019 LAC CO-CHAIR / EF CHAIR
Aaron Hummer	2018 LAC CO-CHAIR
AMIT KOTHARI (ARRIVAL NOTED BY SEC/TREAS.)	

*It is noted that Randy McCourt and Amit Kothari were present, but did not personally sign in.