



2019 Mid-Year Board Meeting Agenda

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

Welcome

The Western District Board welcomes committee chairs, council chairs, and section and chapter leaders to its mid-year 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 | (Dorman) | 8:00 am |
| II. | Approval of Agenda* | | |
| III. | <u>30</u> Items of Record and Consent Agenda | (Dorman) | 8:15 am |
| | a. Items of Record* | | |
| | i. <i>Extension of appointment of Danielle Schraf as Student Initiatives Chair to January 2019</i> | | |
| | ii. <i>Extension of appointment of Josh McNeill as Career Guidance Chair to January 2019</i> | | |
| | iii. <i>Extension of appointment of Paul Stanis as Public Relations Chair to January 2019</i> | | |
| | iv. <i>Re-appointment of Rock Miller and Zaki Mustafa to the Advisory Committee</i> | | |
| | b. Consent Agenda* | | |
| | i. <i>Approval of June 24, 2018 Annual Board Meeting Minutes</i> | | |
| | ii. <i>Approval of June 26, 2018 Annual Business Meeting Minutes</i> | | |
| IV. | <u>40</u> President's Report | (Dorman) | 8:30 am |
| | a. Appointments | | |
| | b. LeadershipITE | | |
| | c. Section/Chapter Visits | | |
| | d. OneITE Task Force | | |
| | e. District Transition Workshop | | |
| | f. Budget Allocations | | |
| | g. Central Coast Section Leadership Plan | | |
| | h. Central California Section Status | | |
| | i. Action Items (see attachment) | | |

V.	<u>50</u> Vice President's Report	(Barricklow)	8:45 am
	a. Committee Chair Travel Budget		
	b. Close of 2017-2018 Fiscal Year Accounting		
	c. Leadership Directory update		
VI.	<u>60</u> Secretary-Treasurer's Report	(Ganddini)	9:00 am
	a. 2018-2019 Fiscal Year-to-Date Financial Report		
	b. Exchange of Records Meeting Summary		
VII.	<u>70</u> Past President's Report	(Spencer)	9:15 am
	a. Lifetime and Individual Achievement Awards		
VIII.	International Directors' Reports		9:30 am
	a. <u>81</u> International Director's Report	(Aspelin)	
	b. <u>82</u> International Director's Report	(Ortiz)	
	c. <u>83</u> International Director's Report	(Leong)	
BREAK			10:00 am
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 - Resume General Session		
	a. Acceptance of Nomination Committee's Slate of Candidates*		
	b. Coin flip and notification procedures in <i>WesternITE</i> printed newsletter and website		
XI.	ITE International Remarks		10:30 am
	a. <u>111</u> Vice President	(McCourt)	
XII.	<u>120</u> District Administrator's Report	(Whitlock)	10:45 am
XIII.	<u>130</u> WesternITE Managing Editor's Report	(Jensen)	11:00 am
XIV.	<u>140</u> Advertising Manager's Report	(Sweeting)	11:10 am
XV.	<u>150</u> Website Manager's Report	(Shew)	11:20 am
Lunch			11:30 pm
XVI.	Committee Chair Reports		12:30 am
	a. <u>161</u> Advisory Committee	(Leong)	
	b. <u>162</u> Technical Committee	(Kothari)	
	c. <u>163</u> Membership Committee	(de la Garza)	
	d. <u>164</u> Legislative Committee	(Mericle)	
	e. <u>165</u> Career Guidance Committee	(McNeill)	

- f. **166** Vendor Committee (McKhann)
- g. **167** Student & Faculty Initiatives Committee (Scharf)
- h. **168** Student Endowment Committee Report (Leung)
- i. **169a** Public Relations Committee (Stanis)
- j. **169b** Traffic Bowl Committee (Ackeret)
- k. **169c** LAC Task Force (Leong)

XVII. Annual Meeting Reports 1:30 pm

- a. **171** 2018 Keystone (Heumann)
- b. **172** 2019 Monterey (Leung, Link)
- c. **173** 2020 Honolulu (Leong, Dorman)
- d. **174** 2021 Portland (McCourt)
- e. **175** 2022 Palm Springs (Acuna, Laurie)
- f. **176** 2023 Boise (TBD)

*****BREAK*** 2:00 pm**

XVIII. Old Business 2:15 pm

XIX. New Business 2:30 pm

- a. **191** LeadershipITE Reports (Carstens)
- b. **192** Travel Policy Revisions (Leong)
- c. **193** Committee Chair Restructuring (Leong)
- d. **194** OneITE Transition Plan (Dorman)

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

XXI. Adjourn 4:00 pm

Outstanding Action Items

Action Items from 2018 Annual Board Meeting:

- Walter Okitsu will edit Past President Senior ID Duties to reflect election responsibilities.
- Dalene Whitlock will continue to work on resolving non-profit status or next steps to reestablish non-profit status with the State of California.
- Janna McKhann to explore coordinating with vendor shows outside California to expand the market in Western District 13 states.