



2021 Annual Board Meeting Agenda: General Session

Virtual Meeting
Friday, July 23, 2021
8:00 – 11:30 am (PT)

Welcome

The Western District Board welcomes committee chairs, council chairs, section representatives and section/chapter leaders to its annual board meeting. Voting members of the District Board consist of the Elective Officers of the District (Executive Committee: President, Vice President, Secretary-Treasurer, Past President, and two International Directors) and Section Representatives. These persons are responsible for all “Official Transactions of Business” of the District, such as approval of operating budgets and adoption/modification of policies. 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

I.	Call to Order	(Ganddini)	8:00 am
II.	Approval of Agenda*	(Ganddini)	8:05 am
III.	Items of Record and Consent Agenda	(Ganddini)	8:10 am
	a. Final 2020 Mid-Year Board, 2020 Annual Board Meeting, and 2020 Annual Business Meeting minutes were approved by the Western District Board via electronic vote on July 13, 2021.		
	b. Approval of January 2021 Mid-year Board Meeting Minutes*		
IV.	Summary of Executive Session	(Ganddini)	8:15 am
	a. Chair appointments/terms		
	b. 2020-2021 Fiscal Year-to-Date Financial Report		
	c. 2021-2022 Proposed Budget		
V.	ITE International Remarks		8:25 am
	a. Executive Director	(Paniati)	
	b. International President	(Rodriguez)	
VI.	District Administrator’s Report	(Whitlock)	8:40 am
	a. Student Chapter Charters		
	b. Procedures Manual Update		
VII.	WesternITE Managing Editor’s Report	(Jensen)	8:45 am
VIII.	Advertising Manager’s Report	(Zellers)	8:50 am

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| IX. Website Manager's Report | (Shew) | 8:55 am |
| X. Committee Reports | | 9:00 am |
| a. Technical Committee | (Marnell) | |
| b. Career Guidance Committee | (Tapat) | |
| c. Student Funding & Initiatives Committee | (Kim) | |
| d. Public Relations Committee | (Stanis) | |
| e. District LAC Committee | (Leong) | |
| XI. Annual Meeting Reports | | 9:30 am |
| a. 2021 Portland & Future Meetings | (Leong) | |
| b. 2022 Palm Springs | (Acuna) | |
| XII. Section Representative Reports | | 9:50 am |
| a. Alaska | (Travis) | |
| b. Bay Area | (Boardman) | |
| c. Central California | (Igarta) | |
| d. Central Coast | (Kleinschmidt) | |
| e. Hawaii | (Tapat) | |
| f. Northern California | (Cervantes) | |
| g. Oregon | (Kentosh) | |
| h. Riverside San Bernardino | (More) | |
| i. San Diego | (Jewel) | |
| j. Southern California | (Chandrasekhar) | |
| k. Washington | (Hirschey) | |
| XIII. Old Business | | 10:50 am |
| XIV. New Business | | 10:55 am |
| a. Fall Executive Kick-Off Meeting | (Ganddini) | |
| XV. Next Board Meeting: Friday, January 21, 2022 – Southern California
(Tentative) | | |
| XVI. Adjourn | | 11:30 am or earlier |

Zoom Meeting Details

<https://us02web.zoom.us/j/84083969540?pwd=S3lwN0RrRWI2RXp6OGpNS3Zzd0t2dz09>

Meeting ID: 840 8396 9540

Passcode: 772965

One tap mobile

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+16699006833,,84083969540#,,,,*772965# US (San Jose)

Dial by your location

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+1 669 900 6833 US (San Jose)

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+1 301 715 8592 US (Washington DC)

Meeting ID: 840 8396 9540

Passcode: 772965

Find your local number: <https://us02web.zoom.us/u/keoRYkcDcv>

Outstanding Action Items from 2021 Mid-Year Board Meeting

1. Joe De La Garza to update the final fiscal report for 2019-2020 to reflect the allocation/distribution of the 2020 Annual Meeting excess income and to include new line items to reflect new expenses.
2. Dalene Whitlock to update campaign brochure guidelines for elections.
3. Dalene Whitlock and Ashley Kim to coordinate on the verification of which student chapters are active and distribute new Charters to active chapters.
4. Erica Jensen to investigate bounced and unsubscribed e-mails.
5. Joe De La Garza to update ITE Western District leadership directory.
6. Mark Spencer to send Transportation Achievement Awards information to local Sections, including instructions on award format to match that of ITE International.
7. Kimberly Leung to allocate \$3,000 from FY20 (2019-2020) excess for Leadership ITE scholarships in the FY22 (2021-2022) budget.

Outstanding Action Items from 2020 Annual Board Meeting and Executive Committee Fall 2020 Kick-Off Meeting

1. Joe De La Garza to check with Erica & invoices from Anker Press
2. Ashley Kim to set up a kick-off meeting with student chapters (include advisors & professional liaisons)
3. Giancarlo Ganddini to have all committee chairs to update their strategic plans for Midyear
4. Kimberly Leung to find us a new Social Media Manager or tell Paul Stanis that he's doing it
5. Pat Marnell to review Student Data Collection Fund program for possible revamp