



District 6 Annual Board Meeting

Sheraton Waikiki Hotel, Honolulu
Sunday, June 25, 2006

MEETING MINUTES

CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:14 AM by President Ken Ackeret. The following were in attendance all or part of the day.

Board Members:

Ken Ackeret, *President*
Dalene J. Whitlock, *Vice President*
Jennifer Rosales, *Secretary-Treasurer*
Zaki Mustafa, *Past President*
Rock Miller, *International Director*
Rory Grindley, *International Director*
Julie Townsend, *International Director*

Jenny Grote, *District Administrator*
Doug Smith, *WesternITE Managing Editor*

Guests:

Tom Brahms, Executive Director
Rich Romer, International President
Tim Harpst, Immediate Past International President
Randy McCourt, International Director Candidate
Karen Aspelin, Technical Chair
Walter Okitsu, Traffic Engineering Registration
Walt Stringer, Legislative Chair
Alyssa Reynolds, Student and Faculty Initiatives
Craig Grandstrom, Career Guidance Chair
Steve Sasaki, Membership Chair
Mark Spencer, 2010 San Francisco LAC Chair
Ahmed Aburahmah, CA Border Section President
Rachel Donovan, SF Bay Area Section President
Joy Bhattacharya, SF Bay Area Vice President
Mark Poppe, Arizona Section President
Jim Harris, RSB Section Past President
Ray Davis, District 6 Past President & International Director
John Kerenyi, D6 Secretary-Treasurer Candidate
Randy Kinney, Alaska Section
Peter Koonce, 2007 Portland LAC Chair
Rod Kelly, International VP Candidate
Alf Guebert, International VP Candidate

APPROVAL OF AGENDA

M/S Rory Grindley/Dalene J. Whitlock to approve the agenda as amended with Item B-1 Minutes taken off of the consent agenda and Item B-2 moved to Items of record A. Motion passed.

I. ITEMS OF RECORD/CONSENT AGENDA

A. Items of Record

1. Peter Koonce appointed as 2007 LAC Chair with Dave Rouse as co-chair
2. Zaki Mustafa named to Advisory Committee replacing Randy McCourt

B. Consent Agenda

1. Approval of February 3, 2006 Mid-Year Board Meeting Minutes
2. Contribute \$ 200 to Trust Fund established for Tom Brahms grandchild

M/S Julie Townsend/Rory Grindley to write a condensed version of the minutes as presented and emailed to board. Motion passed.

II. OFFICER REPORTS

A. President

1. President Ken Ackeret continued recognizing individuals with Presidential Proclamations through visits to sections and chapters since the mid-year meeting.

B. Vice President

M/S Julie Townsend / Rory Grindley to formalize an award for Most Improved Student Chapter Website. The award was established and the criterion to be developed and presented at the midyear meeting. The \$200 monetary award would go to the winning chapter with up to two chapters for \$50 honorable mentions. Motion approved.

Action: President Ken Ackeret directed Alyssa to formalize criteria as part of Student Initiatives and bring back to midyear meeting.

C. Secretary-Treasurer

1. Introduction of FY 06/07 Budget - Jennifer Rosales introduced the proposed FY 06/07 Budget.
2. Target Reserve Amount/Formula Review – the target reserve was presented by Jennifer Rosales as recommended by the District 6 accountant.

Action: Dalene Whitlock to organize a work session prior to the District 6 mid-year to include the accountant and target reserve formula/amount.

D. Past President

1. Past President Zaki Mustafa highlighted the Endowment Fund, Advisory committee report, and showed a video clip from the presentation of the Lifetime Achievement Award to Hank Mohle.

III. INTERNATIONAL DIRECTORS' REPORTS

- ### **A. International Director's Reports: Rock Miller, Rory Grindley and Julie Townsend summarized their reports.**

IV. EXECUTIVE DIRECTOR'S COMMENTS

- ### **A. Tom Brahms presented a report from International ITE. E-voting, ITE membership drive, Question and Answer website, and PTOE certification was highlighted.**

V. DISTRICT ADMINISTRATOR'S REPORT

- ### **A. Jenny Grote addressed e-balloting and the District 6 fellowship award.**

VI. WESTERNITE MANAGING EDITOR'S REPORT

- ### **A. Doug Smith provided a status update of the WesternITE. Doug was congratulated for winning the best newsletter from International for the WesternITE publication.**
- ### **B. Professional advertisements – the length of the WesternITE and advertisements were discussed.**

- C. WesternITE and ballots coordination - both the WesternITE and ballots were sent out on specific set dates. It was noted that the candidate statements need to be the headline issue and started on the front page of the Westernite.

VII. WEBSITE MANAGER'S REPORT

- A. Jon Pascal's report was included in the board meeting packets.

VIII. COMMITTEE REPORTS

- A. Technical Committee Report
 - 1. Karen Aspelin announced the Section awards were won by Northern California Section as small section and by Southern California Section as large section.
 - 2. The Wayne T. Van Wagoner Award recipient was announced as Steven Brown of Roseville, California.
 - 3. The Data Collection Fund recipients were Portland State University for "Saturation Flows at Signalized Intersections with High Pedestrian Volumes" and University of Hawaii-Manoa for "Calibration of Capacity Parameters for Signalized Intersections in Hawaii."
- B. Membership Committee Report
 - 1. Steve Sasaki announced the Riverside/San Bernardino Section won highest number award and Idaho chapter won highest percentage membership increase.
- C. Legislative Committee Report
 - 1. The next issue of WesternITE will bring the District up to date on legislative issues.
- D. California Traffic Engineering Registration Committee Report
 - 1. Walter Okitsu gave an update on the California traffic engineering registration.
- E. Career Guidance Committee Report
 - 1. Craig Grandstrom provided an update on the Mentoring Program.
 - 2. The 2006 Young Professional achievement award recipient is Alyssa Reynolds. The best paper by young professional recipient is Benjamin Waldman for his paper titled, "*The Effects of Pedestrian Signals at Multi-Lane Roundabouts.*"
- F. Student and Faculty Initiatives Committee Report/Education Council
 - 1. Alyssa Reynolds reported 14 student chapters submitted annual reports and UNLV won the best student chapter award.
 - 2. 28 students participated in the student competition this year.
 - 3. ASU, Utah State U, and WSU lost their advisors. University of Nevada, Reno organized a new student chapter. UCLA interested in starting a new student chapter.
 - 4. Ivana Vladislavjevic, graduate student from University of Utah, won the student paper competition and also won the international competition.

IX. SELECTION OF FUTURE 2011 ANNUAL MEETING

- A. The 2011 Annual Meeting presentations given by the Alaska Section and the Arizona Section.
- B. Selection of the Host City: Anchorage, Alaska. ***The 2011 LAC co-chairs appointed for the 2011 Meeting are: Melissa Mormilo and Anthony Strupulis.***

X. ANNUAL MEETING REPORTS

- A. 2006 Honolulu (Leong): Walter Okitsu provided a status update of the budget.
- B. 2007 Portland (Koonce/Rouse): The Portland 2007 LAC requested a \$1000 Advance. M/S Rory Grindley/Julie Townsend. Motion approved.
Board gave direction to the 2007 LAC to look at registration overall including spouses which will be further discussed at midyear. Other suggestions: name tags for kids and include an LAC pre-reception on Saturday night before the meeting in the budget.

- C. 2008 Anaheim: The chair selection is being discussed at International.
- D. 2009 Denver (Larson/Johnson): The Denver LAC is working on preliminary budgeting.
- E. 2010 SF Bay Area (Spencer): The LAC is looking at hotel options in San Francisco.

XI. UNFINISHED BUSINESS

- A. Campaign election guidelines - Rock Miller will update the campaign election guidelines.

XII. NEW BUSINESS

- A. Annual Business Meeting plus Leadership Breakfast & Western States Agendas – agendas for the meetings were discussed.
- B. New sections and/or chapters – new sections and chapters were discussed and joint section meetings were discussed. The topic was moved to the advisory committee meeting.
- C. E-voting was discussed. Election procedure revisions would need to be made to notify candidates of the election results prior to the annual meeting, requiring a change of the bylaws.
Action: Jenny Grote to draft up change to bylaws and to bring to mid-year meeting.
- D. FY 06/07 Budget Approval - M/S Dalene Whitlock/Julie Townsend to pass the budget as modified. Motion approved.

XIII. NEXT MEETING

Last Friday in January 2007 or first Friday in February 2007 at a time and place to be determined by the in-coming President, Dalene J. Whitlock.

XIV. ADJOURN

Meeting adjourned at 4:55 PM.