District 6 Mid-Year Board Meeting

UNLV Thomas & Mack Conference Center
February 3, 2006
10:00 a.m. to 5:00 p.m.

WELCOME

The District 6 ITE Board welcomes its committee chairs, Council chairs and leadership from Sections and Chapters to attend its Annual Board meeting. The District 6 executive board consists of the President, Vice-President, Secretary-Treasurer, Past President and three International Directors who are the persons responsible for motions, voting and formal business of District 6. There are two ex-officio members of the Board (District Administrator and WesternITE Editor). All committee chairs, ITE Council Chairs/Vice Chairs, Candidates and Section/Chapter leadership from District 6 are welcome to contribute to discussion on items of business within the limits of time.

- Indicates where possible motions might be considered.

DRAFT MEETING AGENDA

10:00 a.m. CALL TO ORDER AND INTRODUCTIONS (Ackeret)
APPROVAL OF AGENDA*

DISCUSSION ITEMS

I. ITEMS OF RECORD/CONSENT AGENDA (Ackeret) – 10:10 a.m.
A ITEMS OF RECORD*

1. Accept resignation of Michelle Norsten – Vendor Chair (December 27, 2005)
2. Appointment of Zaki Mustafa to Chair D6 Nominating Committee (9/05)
3. Appointment of Doug Smith as WesternITE Editor (12/05 – 12/08)
4. Completion of contract with Adam’s Mark Hotel for 2009 Annual Meeting in Denver Colorado

B. CONSENT AGENDA*
1. Approval of July 10, 2005 Board Meeting Minutes
2. Approval of July 12, 2005 Business Minutes
3. Acceptance of new federal mileage reimbursement rate of 44.5 cents per mile

II PRESIDENT’S REPORT (Ackeret) – 10:20 a.m.

a) Section/Chapter Items and Visits
b) Miscellaneous correspondence
c) Presidential Proclamations
d) Endowment Fund for Student Initiatives
e). Appointment of new Vendor Chairperson

III VICE-PRIDENT’S REPORT (Whitlock) – 10:40 a.m.

a) Financial Report for FY 04/05 ending September 30, 2005 – adherence to budget
b) Council and Committee Chairs Travel Budget Coordination Report
c) District Leadership Directory
d) Advanced call for District Awards
e) Close of FY 03/04 tax year/accounting issues

IV SECRETARY/TREASURER’S REPORT (Rosales) – 11:00 a.m.

a) Report on current District finances and asset balance
b) Status of accountant progress on FY 04/05 taxes
c) Status for 6-month Financial Report
V  PAST PRESIDENT’S REPORT (Mustafa) – 11:15 a.m.

a) Hawaii LAC coordination
b) Historic Committee Chair Listing – draft
c) Website updates

BREAK

*The Board shall convene to Executive Session for the following items:*

*Report on nominations for District 6 officers and International Director*

*The Board shall reconvene in General Session*

*• Announcement of slate of 2006 District 6 candidates*
*• Formal notification of candidates, WesternITE coordination, mailing list request and coin flip*

VI  INTERNATIONAL DIRECTORS’ REPORTS (Miller, Grindley, Townsend) – 11:40 a.m.

a) International Director’s report (Miller)
   • Election campaign guidelines
b) International Director’s report (Grindley)
c) International Director’s report (Townsend)

12:00 noon *** LUNCH SERVED *** Following lunch, other director reports will continue
VII INTERNATIONAL PRESIDENT’S COMMENTS (Romer) – 1:00 p.m.

VIII DISTRICT ADMINISTRATOR’S REPORT (Grøte) – 1:10 p.m.

A. Activities Report
   • Follow-up from Annual Meeting:
     District Accountant replacement
     Letter to UCD
     California Charitable Trust update
     AON Insurance class action law suit update
     E-balloting
   • 2009 Hotel Contract
   • Attachments
     Historical data from Annual Meetings
     Committee Chair roster

B. Travel Policy report

C. Charter and Bylaws revisions

IX WESTERNITE MANAGING EDITOR’S REPORT (Smith) = 1:30 p.m.

   a) General overview and status
   b) 16 page performance
   c) Status of account receivables for PSD and PSA vs expenses

X WEBSITE MANAGER’S REPORT (Pascal) – 1:45 p.m.

   a) General overview and status
   b) Site usage
   c) PSD advertisements
   d) Website presentation
XI COMMITTEE REPORTS (2:10 p.m.)

A. ADVISORY COMMITTEE REPORT (McCourt)
   a) Endowment fund
   b) Charter/Bylaws
   c) LAC Handbook update

B. TECHNICAL COMMITTEE REPORT (Aspelin)
   a) Section Activity reports
   b) Awards
   c) Technical project
   d) Data collection fund

C. MEMBERSHIP COMMITTEE REPORT (Sasaki)

D. LEGISLATIVE COMMITTEE REPORT (Stringer)

E. TRAFFIC ENGINEERING REGISTRATION COMMITTEE (Okitsu)

   PE status in California and Oregon

F. CAREER GUIDANCE COMMITTEE REPORT (Grandstrom)
   • ITE District 6 Mentoring Program Contract
   • ITE District 6 Mentoring Program welcome letter
   • 2—5 ITE District 6 Mentoring Program overview
G. STUDENT AND FACULTY INITIATIVES (Reynolds)
   a) Student Initiatives measures of Effectiveness
   b) Status/Progress Report on Student Initiatives of 2004 and for 2005

H. VENDORS’S COMMITTEE (Open)

   Discussion of new Vendor Chair

BREAK

XII  ITE TECHNICAL COUNCIL REPORTS – 3:20 p.m.

No verbal reports are anticipated. No written reports, have been provided for inclusion in packet

   a) Coordinating Council (Chair Tanda)
   b) Transportation Planning Council (Vice-Chair Gonot)
   c) Public Agency Council (Vice-Chair Boekamp)
   d) Education Council (Vice-Chair Carson)
   e) Pedestrian & Bicycle Council (Vice-Chair Ridgway)
   f) Parking Council (Chair McCourt)
   g) Goods Movement Council (Vice-Chair Cartwright)
   h) ITS Council (Vice-Chair Schroder)
XIII  FUTURE ANNUAL MEETINGS – 3:20 p.m.

A.  2011 ANNUAL MEETING STATEMENTS OF INTEREST (Ackeret)
    a) Arizona Section
    b) Intermountain Section Nevada Chapter
    c) Alaska Section

B  2008 (Anaheim) JOINT MEETING RESPONSE (International Directors)

XIV  ANNUAL MEETING REPORTS – 3:45 p.m.

LAC Chairs serve the District 6 board by appointment. They are the direct contact for the Board regarding LAC matters and are responsible for the organization and planning of the Annual Meetings.

    a) 2005 Kalispell Glacier Wrap-up Report (Sanderson)
    b) 2006 Honolulu (Leong)
    c) 2007 Portland (Rosales)
    d) 2009 Denver (Larsen)
    e) 2010 San Francisco (Spencer)

XV  UNFINISHED BUSINESS – 4:15 p.m.

    a) Professional support of student chapters
    b) Support to less-than-active student chapters
    c) Student Chapter Book List
    d) Awards selection process
XVI NEW BUSINESS – 4:30 p.m.

XVII NEXT MEETING:

Sunday June 25, 2005 in Honolulu, Hawaii at the Sheraton Waikiki

XVII ADJOURN – 5:00 p.m.