

## **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-PRSDIDENT'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 (Grote) – 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.**