



Western District

2008 Mid-Year Board Meeting

Hotel Monaco, Denver, Colorado
1717 Champa Street, 303-296-1717
Friday, January 25, 2008
9:00 AM to 5:00 PM

WELCOME

The Western District Board welcomes Committee Chairs, Council Chairs and leadership from all of its Sections and Chapters to its Mid-Year Board meeting. The Executive Board consists of the President, Vice President, Secretary-Treasurer, Past President and three International Directors; these persons are responsible for all motions, voting and the formal business of the District. There are two ex-officio members of the Board (District Administrator and WesternITE Editor). Committee Chairs, ITE Council Chairs/Vice Chairs, Candidates and leadership of all Western District Sections and Chapters are welcome to contribute to the discussion of business items within the limits of the time allocated.

* Indicates where possible motions might be considered.

MEETING AGENDA

9 AM CALL TO ORDER AND INTRODUCTIONS (Rosales)

APPROVAL OF AGENDA *

DISCUSSION ITEMS

I. ITEMS OF RECORD/CONSENT AGENDA (Rosales) – 9:10 AM

A. Items of Record *

1. Appointment of Dalene J. Whitlock to Chair the Western District Nominating Committee (September 2007)
2. Appointment of the Nominating Committee, as follows:
 - ❖ Danielle Reagor
 - ❖ Carl Springer
 - ❖ Joy Bhattacharya
 - ❖ Bill Hange
 - ❖ Alejandro Angel
 - ❖ Kim Carroll
3. Appointment of Cathy Leong as Endowment Fund Chair (September 28, 2007-September 28, 2010)
4. Appointment of Marc Lichty as Vendor Chair (October 29, 2007 – October 29, 2010)
5. Issuance of Data Collection Fund awards
 - ❖ University of Wyoming: Trip Generation, Parking Demand, and Queuing at Coffee Shops with Drive-Through Service
 - ❖ UCLA: Trip Generation and Parking Demand at Urban Residential Developments
 - ❖ BYU: Trip Generation and Parking Demand at an Elementary School
 - ❖ University of Washington: Trip Generation, Parking Demand, and Queuing at Coffee Shops with Drive-Through Service

- ❖ University of Nevada – Reno: Trip Generation, Parking Demand, and Queuing at Gas Stations with Fast-Food Service
- 6. Accept resignation of Jon Pascal as WesternITE Web Manager effective May 1, 2008
- B. Consent Agenda *
 1. Approval of July 15, 2007, Board Meeting Minutes
 2. Approval of July 17, 2007, Business Meeting Minutes
 3. Acceptance of Federal Mileage Rate for reimbursement (\$0.505/mile)

II. PRESIDENT’S REPORT (Rosales) – 9:15 AM

- A. Section/Chapter Items and Visits
- B. Presidential Proclamations

III. VICE-PRESIDENT’S REPORT (Suter) – 9:35 AM

- A. Close of FY06/07 Tax Year/Accounting Issues
- B. Elected Leadership Directory

IV. SECRETARY/TREASURER’S REPORT (Sanderson) – 9:45 AM

- A. Current District Finances
- B. Secretary-Treasurer Duties

V. PAST PRESIDENT’S REPORT (Whitlock) – 10:05 AM

- A. Nominations for 2008-2009 Officers and International Director

BREAK

*The Board shall convene to Executive Session for the following items:
 Report on Nominations for Western District Officers and International Director
 Report on Nominations for Individual and Lifetime Achievement Awards*

The Board shall reconvene in General Session

- B. Acceptance of Nominations Committee’s Recommendation via Motion
- C. Announcement of Slate of 2008 District 6 Candidates
- D. Formal Notification of Candidates, WesternITE/Website Coordination, Mailing List Requests and Coin Flip

VI. INTERNATIONAL DIRECTORS’ REPORTS (Townsend, McCourt, Mustafa) – 10:45 AM

- A. International Director’s Report (Townsend)
- B. International Director’s Report (McCourt)
- C. International Director’s Report (Mustafa)

VII. INTERNATIONAL PAST PRESIDENT’S COMMENTS – 11:10 AM

VIII. DISTRICT ADMINISTRATOR’S REPORT (Grote) – 11:30 AM

- A. Activities Report
- B. E-Voting Evaluation
- C. Bylaws change for early notification
- D. Changes in Election Guide
- E. Model Section/Chapter Bylaws/Charter update
- F. LAC Manual update to include Officer Duties

12:00 PM * LUNCH SERVED ***** Once lunch is served, other reports will continue

IX. WESTERNITE MANAGING EDITOR'S REPORT (Smith) – 12:45 PM

- A. General Overview and Status
- B. Printing Options
- C. Membership Status – Classification for WesternITE
- D. Electronic Distribution Research
- E. Updated WesternITE Duties

X. WESTERNITE ADVERTISING MANAGER'S REPORT (Larson) – 1:00 PM

- A. Duties transition
- B. General Overview and Status

XI. WEBSITE MANAGER'S REPORT (Pascal) – 1:10 PM

- A. General Overview and Status
- B. Site Usage
- C. Hosting Section Websites
- D. Online Meeting Registration Website

XII. COMMITTEE REPORTS (1:20 PM)

- A. ADVISORY COMMITTEE REPORT (Ackeret)
- B. TECHNICAL COMMITTEE REPORT (Aspelin)
 - 1. Awards
 - 2. Data Collection Fund
- C. MEMBERSHIP COMMITTEE REPORT (Hansen)
- D. LEGISLATIVE COMMITTEE REPORT (Stringer)
- E. LICENSING AND CERTIFICATION COMMITTEE REPORT (Okitsu)
- F. CAREER GUIDANCE COMMITTEE REPORT (Grandstrom)
 - 1. Mentoring Program Status
 - 2. Career Guidance Awards
 - 3. Employer Recognition Award
- G. STUDENT AND FACULTY INITIATIVES COMMITTEE REPORT/EDUCATION COUNCIL (Reynolds)
 - 1. Status/Progress Report on Student Initiatives
- H. VENDOR'S COMMITTEE (Lichty)
- I. ENDOWMENT FUND COMMITTEE (Leong)
 - 1. Workshop Summary
 - 2. Status
 - 3. Website Design and Shirts/Jackets/Bears
 - 4. Awards

XIII. ITE TECHNICAL COUNCIL REPORTS

No verbal reports are anticipated, but may be provided if the Chair is present.

- A. Coordinating Council (Vice-Chair Noyes)
- B. Public Agency Council (Chair Davis/Vice-Chair Suter)
- C. Pedestrian & Bicycle Council (Chair Ridgway)
- D. Transit Council (Vice-Chair Byrne)

XIV. FUTURE ANNUAL MEETINGS – 2:30 PM

- A. 2013 Annual Meeting Statements of Interest (Rosales) *

1. Arizona Section
- 2.

XV. ANNUAL MEETING REPORTS – 2:35 PM

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. 2007 Portland Wrap Up Report (Koonce)
 1. Annual Meeting Summary - Report
 2. Transfer of Surplus Annual Meeting funds – Endowment Fund and Oregon Section Student Chapters
- B. 2008 Anaheim (Mustafa)
 1. Final LAC Budget
 2. District Program/Activities
- C. 2009 Denver (Larson)
- D. 2010 San Francisco (Whitlock)
- E. 2011 Anchorage (Mormilo/Strupulis)
- F. 2012 Central Coast
- G. 2014 Seattle

3:15 PM **BREAK**

XVI. UNFINISHED BUSINESS – 3:30 PM

XVII. NEW BUSINESS – 3:40 PM

- A. Annual Meeting Rotation Schedule (Townsend)
- B. Financial Support for ITE Vice Presidential Candidate Gene Wilson (Rosales)
- C. Past President Badges (Rosales)
- D. Name change of Border Section to San Diego Section (Rosales)
- E. New Section - Greater Oregon Section

XVIII. NEXT MEETING: Sunday, August 17, 2008, in Anaheim, California

XIX. ADJOURN – 5:00 PM