



## **Western District 2010 Mid-Year Board Meeting**

Las Vegas, Nevada  
Friday, February 5, 2010  
9:00 a.m. – 5:00 p.m.

### **WELCOME**

The Western District Board welcomes committee chairs, council chairs and section and chapter leaders to its mid-year board meeting. The voting members of the board include the president, vice president, secretary-treasurer, past president and three international directors. These persons are responsible for all motions, voting and formal business of the District. There are two ex-officio members of the board, the district administrator and the WesternITE managing editor. 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**

**CALL TO ORDER AND INTRODUCTIONS (Sanderson) – 9:00 a.m.**

**APPROVAL OF AGENDA\***

**I. ITEMS OF RECORD & CONSENT AGENDA (Sanderson) – 9:10 a.m.**

- A. Items of Record\*
  - 1. Appointment of Monica Suter, Past President, as Chair of Western District Nominating Committee (September 2009)
  - 2. Appointment of Nominating Committee, including:
    - Todd Mobley, Oregon Section
    - Alex Georgevitch, Greater Oregon Section
    - Nicholas Ching, Washington Section
    - Mujib Ahmed, Riverside-San Bernardino Section
    - Craig Faessler, Colorado-Wyoming Section
    - Jim Barrera, New Mexico Section
    - Tim Boschert, Utah Chapter
    - Felipe Ladron De Guevara, Southern Arizona Chapter

Bruce Christenson, Idaho Chapter  
Justin Link, Central Coast Section  
Paul Porell, Arizona Section  
Wink K Lok, San Francisco Bay Area Section

3. Appointment of Danielle Scharf, as Chair of Student and Faculty Initiatives Committee (August 11, 2009 – August 11, 2012)
  4. Appointment of Karen Aspelin, as Chair of Technical Committee (November 9, 2009 – November 9, 2012)
  5. Appointment of Walter Okitsu, as Chair of Licensing and Certification Committee (February 2, 2010 – February 2, 2013)
  6. Appointment of Jonathan Upchurch to Advisory Committee (February 5, 2010 – Mid-year Board Meeting, 2012)
  7. Appointment of Monica Suter, Past President, as Chair of Advisory Committee (February 5, 2010 – Mid-year Board Meeting, 2011)
  8. Naming of Western District traffic bowl trophy as the “William C. Kloos Traffic Bowl” (per previous email vote)
  9. Acceptance of Stock Donations for Endowment Fund (per email consensus vote)
  10. Change of mileage reimbursement rate to new federal rate (\$0.50/mile)
  11. Conversion of District Leadership Documents from “District 6” to “Western District”
- B. Consent Agenda\*
1. Approval of July 12, 2009, Board Meeting Minutes
  2. Approval of July 14, 2009, Annual Business Meeting Minutes

**II. PRESIDENT’S REPORT (Sanderson) – 9:15 a.m.**

- A. Committee Appointments
- B. Section/Chapter Visits
- B. “Western District” Name Change
- C. Strategic Planning

**III. VICE PRESIDENT’S REPORT (Perez) – 9:30 a.m.**

- A. Close of 2008-2009 Fiscal Year Accounting and Taxes
- B. Committee Travel Budget
- C. Leadership Directory
- D. WesternITE Activities

**IV. SECRETARY-TREASURER’S REPORT (Reynolds) – 9:45 a.m.**

- A. 2009-2010 Year-to-Date Financial Report

**V. PAST PRESIDENT'S REPORT (Suter) – 10:00 a.m.**

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*The Board shall convene in executive session for the following items:*

- A. Nominations of 2010-2011 Candidates for Western District Officer and International Director
- B. Nominations of 2010 Individual and Lifetime Achievement Awards

*The Board shall re-convene in general session.*

- C. Acceptance of Nomination Committee's Slate of Candidates\*
- D. Coin flip and notification procedures in WesternITE, website, mailing list requests

**VI. INTERNATIONAL DIRECTORS' REPORTS – 10:45 a.m.**

- A. International Director's Report (Mustafa)
- B. International Director's Report (Ackeret)
- C. International Director's Report (Whitlock)

**VII. INTERNATIONAL PAST PRESIDENT'S REMARKS (Voigt) – 11:15 a.m.**

**VIII. DISTRICT ADMINISTRATOR'S REPORT (Grote) – 11:30 a.m.**

- A. Modified Travel Policy
- B. District Operating Reserves Target Formula
- C. E-Balloting Update
- D. New Process for Charter & Bylaw Amendments
- E. Adoption of Riverside-San Bernadino Section Bylaws
- F. Document Conversions

**12:00 noon \*\*\*LUNCH SERVED\*\*\***

**IX. WESTERNITE MANAGING EDITOR'S REPORT (Mustafa) – 12:30 p.m.**

- A. Editor, Webmaster and Advertising Manager Roles
- B. New Logo

**X. ADVERTISING MANAGER'S REPORT (Larson) – 1:00 p.m.**

**XI. WEBSITE MANAGERS REPORT (Campbell) – 1:15 p.m.**

**XII. COMMITTEE REPORTS – 1:30 p.m.**

- A. Advisory Committee Report (Rosales)
- B. Technical Committee Report (Aspelin)
- C. Membership Committee Report (Hansen)
- D. Legislative Committee Report (Eagan)
- E. Licensing and Certification Committee Report (Okitsu)
- F. Career Guidance Committee Report (Camacho de Cano)
  - 1. Mentoring Program
  - 2. Career Guidance Annual Awards
    - a. Young Professional
    - b. Best Paper by a Young Professional
    - c. Employer of the Year
- G. Vendor Committee Report (Lichty)
- H. Student and Faculty Initiatives Committee Report (Scharf)
  - 1. James H. Kell Competition travel and prize budget for mITEy Race
  - 2. Student Traffic Bowl prize/travel funding
  - 3. Student Traffic Bowl committee to develop questions
- I. Student Endowment Fund Committee Report (Leong)
  - 1. SEF Strategic Plan
  - 2. SEF Investment and Disbursement Policy

**XIII. ITE TECHNICAL COUNCIL REPORTS**

*(No Council reports are anticipated, but may be provided if a representative is present)*

**XIV. FUTURE ANNUAL MEETINGS – 2:30 p.m.**

- A. 2015 Annual Meeting Statements of Interest (Sanderson)
  - 1. Albuquerque, New Mexico (New Mexico Section)
  - 2. Billings, Montana (Montana Chapter)
  - 3. Las Vegas, Nevada (Nevada Chapter)

**XV. ANNUAL MEETING REPORTS – 2:40 p.m.**

- A. 2009 Denver Final Report (Larson/Johnson)
- B. 2010 San Francisco (Spencer)
  - 1. Final Budget and Registration Fees\*
- C. 2011 Anchorage (Brooks)
  - 1. Request for funds
- D. 2012 Santa Barbara (Mericle)
  - 1. Request for funds
- E. 2013 Phoenix (Carroll)
- F. 2014 Rapid City

**3:30 p.m.      \*\*\*BREAK\*\*\***

**XVI. OLD BUSINESS – 3:40 p.m.**

- A. Tijuana, Mexico Student Chapter Update (Perez)

**XVII. NEW BUSINESS – 3:45 p.m.**

- A. Western District Strategic Plan (Sanderson)
- B. Financial Support for ITE Vice Presidential Candidates Rock Miller and Ray Davis (Sanderson)
- C. Fellow Membership Grade Requirement for District Officers (Grote)
- D. CEU Credits for Annual Meeting (Reynolds)
- E. Traffic Bowl Standing Committee (Sanderson)

**XVIII. NEXT MEETING: Sunday, June 27, 2010, San Francisco, California**

**XIX. ADJOURN – 5:00 p.m.**