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 non-voting 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

I. Call to Order and Introductions (Ortiz) 9:00 am

II. Approval of Agenda*

III. 30 Items of Record and Consent Agenda (Ortiz) 9:10 am

   a. Items of Record*
      i. Appointment of Mark Greenwood to the Public Relations Committee
      ii. Re-appointment of Joey Paskey as the Managing Editor WesternITE
      iii. Re-appointment of Amit Kothari to the Technical Committee
      iv. Re-appointment of Dalene J. Whitlock to the Advisory Committee

   b. Consent Agenda*
      i. Approval of June 29, 2014, Annual Board Meeting Minutes
      ii. Approval of July 1, 2014, Annual Business Meeting Minutes

IV. 40 President’s Report (Ortiz) 9:15 am

   a. Exchange of Records Meeting
   b. WesternITE and Communications
   c. LeadershipITE
   d. 2015 ITE Student Summit
   e. New Fairbanks, Alaska ITE Chapter
   f. New Fresno State ITE Student Chapter
   g. Appointments
h. Section/Chapter Visits
i. New Membership Structure Assessment and Impacts
j. New Website Update and Financial Plan
k. District Administrator Update
l. Western District Bylaws Committee and Update
m. Articles of Incorporation Update

V. **50 Vice President’s Report** (Leong)  9:30 am
   a. Close of 2013-2014 Fiscal Year Accounting and Taxes
   b. Committee Travel Budget
   c. Leadership Directory Update
   d. 2015 Annual Meeting Awards Update

VI. **60 Secretary-Treasurer’s Report** (Spencer)  9:45 am
    b. Accounts Exchange Meeting Summary

VII. **70 Past President’s Report** (Aspelin)  10:00 am
     a. Lifetime and Individual Achievement Awards

***BREAK***  10:15 am

VIII. **Nominations - Executive Session**
     a. Nomination of 2015-2016 Candidates for Western District Officers and International Director
     b. Nomination of 2015 Individual and Lifetime Achievement Awards
     c. Coordination of 2015 Travel Schedule

IX. **Nominating Committee Announcements - Resume General Session**
    a. Acceptance of Nomination Committee’s Slate of Candidates*
    b. Coin flip and notification procedures in *WesternITE* printed newsletter and on website

X. **International Directors’ Reports**  10:45 am
    a. **81 International Director’s Report**  (Grote)
    b. **82 International Director’s Report**  (Rosales)
    c. **83 International Director’s Report**  (Reynolds)

XI. **International President’s Remarks**
    a. **84 International Vice President Update**  (Benway)
XII. **100 District Administrator’s Report** (TBA) 11:30 am
   a. New Fairbanks, Alaska ITE Chapter
   b. New Fresno State ITE Student Chapter
   c. Utah State University ITE Student Chapter
   d. Western District Bylaws Committee and Update
   e. Article of Incorporation Update
   f. Tax Accountant

***LUNCH*** 12:00 pm

XIII. **110 WesternITE Managing Editor’s Report** (Paskey) 12:30 pm
XIV. **120 Advertising Manager’s Report** (Sweeting) 12:45 pm
XV. **130 Website Manager’s Report** (Link) 1:00 pm
XVI. Committee Reports 1:15 pm
   a. **141 Advisory Committee Report** (Okitsu)
   b. **142 Technical Committee Report** (Kothari)
   c. **143 Membership Committee Report** (de la Garza)
   d. **144 Legislative Committee Report** (Mericle)
   e. **145 California SB 743 Task Force Report** (Ruehr/Okitsu)
   f. **146 Career Guidance Committee Report** (Dorman)
   g. **147 Vendor Committee Report** (McKhann)
   h. **148 Student & Faculty Initiatives Committee Report** (Scharf)
   i. **149 Student Endowment Committee Report** (Leung)
   j. **150 Public Relations Committee Report** (Greenwood)
   k. **151 Traffic Bowl Committee Report** (Ackeret)

XVII. ITE Technical Council Reports
   a. **152 Advocacy Committee Report** (Grote/Suter)
   b. **153 Complete Streets Council Report** (Mitman)

XVIII. Future Annual Meetings 2:15 pm
   a. 2019 Annual Meeting Statements of Interest (Ortiz)

XIX. Annual Meeting Reports 2:30 pm
   a. **171 2014 Rapid City** (McCourt)
   b. **172 2015 Las Vegas** (Reynolds, Sundberg)
   c. **173 2016 Albuquerque** (Barrera)
   d. **174 2017 San Diego** (de la Garza)
   e. **175 2018 Breckenridge** (Waldman)
   f. **176 2019 Riverside-San Bernardino** (Kerenyi, Hofert)

*Final Agenda – January 23, 2015*
***BREAK/EXECUTIVE SESSION (TBD)***
3:00 pm

XX. Old Business
3:15 pm
a. 177 LAC Handbook Revision and Approval (Mericle)
b. Task Force Recommendations - Revisions to Elections Guidelines (Okitsu)

XXI. New Business
4:15 pm
a. 180a Student Leadership Summit Update (Ali/Ord)
b. 180b HelmsBriscoe Assistance (Grote)
c. 180c LeadershipITE - “Benefactor” Level Sponsor: $6000 (Sanderson/Grote/Ortiz)
d. 180d Travel Policy and Travel Reimbursement (Ortiz)
e. ITE WD Student Chapter Traffic Bowl Winner Travel to Annual Meeting (Ortiz)

XXII. Next Board Meeting: Sunday, July 19, 2015, Location Planet Hollywood, Las Vegas, Nevada

XXIII. Adjourn
5:00 pm
Outstanding Action Items

Old Action Items from 2014 Mid-Year Board Meeting:

- Danielle Scharf to work with Justin Link for a student section in our webpage. **IN PROGRESS**

New Action Items from 2014 Mid-Year Board Meeting:

- Justin to replace the lost Best Website trophy. **IN PROGRESS**
- Communications Task Force to prepare a schedule and guidelines for the posting of messages and/or articles by the District Committee Chairs. **IN PROGRESS**
- Communications Task Force to assist Justin Link with identifying people to help with monitoring and responding to posts on the District’s social media sites. **IN PROGRESS**

New Action Items via Email since Mid-Year Board Meeting:

- Rory to locate missing Board Meeting minutes and Agendas in District archives for posting on the website. **IN PROGRESS**

New Action Items from 2014 Annual Board Meeting:

- Rory to work with Cathy Leong and the incoming Secretary-Treasurer to secure legal counsel for the District and pursue filing the District’s Articles of Incorporation and refiling of the District’s 501(c)3 status (if necessary).
- Amit to check the proposal from the University of Utah’s Data Collection Fund project to verify what they indicated how they planned to use the received funds.
- Joe to compare the voting member lists received by his committee with the list Rory received for the elections to reconcile the differences between the two lists.
- Cathy to add $3000 to the FY 2014-2015 budget for the 2nd half of the District’s advance to the 2015 Las Vegas LAC. **DONE**
- Tom to send a draft of the revised LAC Handbook to Rory to verify its consistency with District policies.
- Tom to present the final LAC Manual Update at the 2015 Mid-Year Board Meeting for approval.
- Walter to revise the Nomination Policies for Officer and International Director Candidates to incorporate the approved revisions and make corresponding revisions to the Candidate’s Guide for Elections. Note: Subsequent to the Board Meeting the board voted by email to change the name of the document to “Election Policies of the Western District.” **DONE**
- As the Chair of the Bylaws Revision Committee, Rory to prepare a draft of bylaws changes by the 2015 Mid-Year Board Meeting.
- Justin Link to work with a committee to prepare an RFP to solicit proposals for the update/redesign of the District website. **DONE**
- Cathy Leong to work with a committee to prepare a financial plan to fund/support the website redesign. **DONE**

*Final Agenda – January 23, 2015*