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. 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 (Spencer) 9:00 am

II. Approval of Agenda*

III. 30 Items of Record and Consent Agenda (Spencer) 9:10 am
   a. Items of Record*
      i. Reappointment of Janna McKhann as the Vendor
      ii. Reappointment of Joe De La Garza as the Membership Chair
      iii. Reappointment of Ken Ackeret as the Traffic Bowl Chair
      iv. Reappointment of Kimberly Leung as the Student Endowment Fund Chair
      v. Reappointment of Robert Sweeting as the WesternITE Advertising Manager
      vi. Reappointment of Tom Mericle as the Legislative Chair
      vii. Appointment of Josh McNeill as Career Guidance Chair
      viii. Appointment of Paul Stanis as Public Relations Chair
      ix. Adoption of new LAA Nomination Form

   b. Consent Agenda*
      i. Approval of January 22, 2016 Mid-Year Board Meeting Minutes
      ii. Approval of July 10, 2016, Annual Board Meeting Minutes
      iii. Approval of July 12, 2016 Annual Business Meeting Minutes

IV. 40 President’s Report (Spencer) 9:20 am
   a. WesternITE and Communications
   b. LeadershipITE
   c. Section/Chapter Visits
   d. Action Items (see attachment)
V. **50 Vice President’s Report** (Chang) 9:30 am
   a. Leadership Directory update

VI. **60 Secretary-Treasurer’s Report** (Dorman) 9:40 am
   a. Close of 2015-2016 Fiscal Year Accounting
   b. 2016-2017 Fiscal Year-to-Date Financial Report
   c. Exchange of Records Meeting Summary

VII. **70 Past President’s Report** (Leong) 9:50 am
    a. Lifetime and Individual Achievement Awards
    b. Taxes/CA State Tax-Exempt Status
    c. Committee Travel Budget

***BREAK*** 10:00 am – 10:45 am

VIII. **Nominations - Executive Session**
    a. Nomination of 2017-2018 Candidates for Western District Officers and
       International Director
    b. Nomination of 2017 Individual and Lifetime Achievement Awards

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 website

X. **International Directors’ Reports** 11:00 am
    a. **81 International Director's Report** (Rodriguez)
    b. **82 International Director’s Report** (Okitsu)
    c. **83 International Director’s Report** (Aspelin)

XI. **ITE International Remarks/Candidates**
    a. **91 International VP Candidate Request** (Ackeret)

XII. **100 District Administrator’s Report** (Whitlock) 11:30 am

XIII. **110 WesternITE Managing Editor’s Report** (Paskey) 11:40 am

XIV. **120 Advertising Manager’s Report** (Sweeting) 11:50 am

XV. **130 Website Manager’s Report** (Link) 12:00 pm

XVI. Continue with Committee Chair Reports as time allows up to lunch break
***Lunch***  12:15 pm +/-

XVI. Committee Reports (Cont.)  1:00 pm
a. 141 Advisory Committee  (Aspelin)
b. 142 Technical Committee  (Kothari)
c. 143 Membership Committee  (de la Garza)
d. 144 Legislative Committee  (Mericle)
e. 145 Career Guidance Committee  (McNeill)
f. 146 Vendor Committee  (McKhann)
g. 147 Student & Faculty Initiatives Committee  (Scharf)
h. 148 Student Endowment Committee Report  (Leung)
i. 149 Public Relations Committee  (Stanis)
j. 150 Traffic Bowl Committee  (Ackeret)
k. 151 LAC Liaison  (McCourt)

XVII. ITE Technical Council Reports  2:30 pm
a. 152 Traffic Engineering Council  (Huffine)

XVIII. Future Annual Meetings  2:30 pm
a. 161 2021 Annual Meeting Statements of Interest (Wells)
b. 161 2022 Annual Meeting Statements of Interest (Luper, Qureshi)

***BREAK***  2:45 pm

XIX. Annual Meeting Reports  3:00 pm
a. 171 2016 Albuquerque  (Barrera)
b. 172 2017 San Diego  (de la Garza)
c. 173 2018 Keystone  (Waldman- via phone)
d. 174 2019 Monterey  (Leung, Link)
e. 175 2020 Honolulu  (Leong, Dorman)

XX. Old Business  3:55 pm

XXI. New Business  4:00 pm
a. 191 Student Leadership Summit Recap  (Spencer)
b. 191 LeadershipITE Reports  (Roseman, Mantra)
c. 191 Changes to Committee Chair Travel Budget  (Spencer)

XXII. Next Board Meeting: June 18, 2017, San Diego

XXIII. Adjourn  5:00 pm
Outstanding Action Items

Action Items from 2016 Annual Board Meeting:

- Alyssa Rodriguez will talk with ITE International and track down status of the Van Wagoner Endowment Account.
- Alyssa Rodriguez to present draft Section/Chapter Leadership Handbook at 2017 Mid-Year meeting.
- Amit Kothari to include the address line character restriction limits on Billpay in the Data Collection Fund RFP.
- Danielle Scharf to reach out to Fresno State and get signed Bylaws to Dalene Whitlock.
- Dongho Chang to send electronic copy of Secretary-Treasurer’s report to Dalene.
- Dongho Chang to send Danielle Scharf the address line and character restriction limits on Wells Fargo Billpay so that checks can be sent with better assurance of receipt.
- Joe De La Garza to work with Colleen Agan to have HQ provide consistent numbers and graphs.
- Joe De La Garza to work with Colleen Agan o run membership numbers by age for the last three years.
- Joey Paskey to develop automated process to remind members that they will be receiving their ballots within the 60 day window. This includes WesternITE and E-news.
- Joey Paskey to provide annual calendar of deliverables and print dates for e-news and WesternITE.
- Kimberly Leung to provide a simple table in her report that shows where we stand on each SEF account.