



## GA ITE Board of Directors Meeting

July 21, 2014  
King and Prince  
St. Simon's Island, GA  
12:15-1:15 PM

In Attendance	Board Position	Name	E-mail	Phone
<b>Board Members</b>				
<input checked="" type="checkbox"/>	President	Jonathan Reid	reid@pbworld.com	404.364.5225
<input checked="" type="checkbox"/>	Vice President	Andrew Antweiler	aantweiler@roswellgov.com	678.639.7540
<input checked="" type="checkbox"/>	Secretary-Treasurer	Sean Coleman	Sean.coleman@kimley-horn.com	404.419.8700
<input checked="" type="checkbox"/>	Past President	Dwayne Tedder	dwayne.tedder@URS.com	678.808.8840
<input type="checkbox"/>	Affiliate Director	Meg Pirkle	mpirkle@dot.ga.gov	404.631.1025
<input checked="" type="checkbox"/>	District Rep.	David Low	dlow@roswellgov.com	770.594.6422
<input type="checkbox"/>	District Rep.	Vern Wilburn	vwilburn@wilburnengineering.com	678.423.0050
<input checked="" type="checkbox"/>	District Rep.	Jim Tolson	Jim.tolson@arcadis-us.com	470.242.9375
<b>Other Attendees</b>				
<input checked="" type="checkbox"/>	Clerk	Elizabeth Scales	escales@thompsonengineering.com	404.574.1985
<input checked="" type="checkbox"/>	Comptroller	Jim Pohlman	j.pohlman@icloud.com	404.790.3569
<input checked="" type="checkbox"/>	Summer Seminar	Marco Friend	Marco.friend@jacobs.com	
<input checked="" type="checkbox"/>	International President	Hibbett Neel	hibbett.neel@neel-schaffer.com	
<input checked="" type="checkbox"/>	Summer Seminar Technical Chair	Kelly Patrick	kelly.patrick@cobbcounty.org	770-528-1636

1. Welcome and Introduction (Jonathan)
  - a. Approve Minutes from Last Meeting
  - b. Dwayne Tedder made a motion to approve the May meeting minutes, Sean Coleman seconded the motion, and approval was unanimous.
  - c. Sean Coleman made a motion to approve the following four motions, Dwayne Tedder seconded the motion, and approval unanimous.
    - i. Approve the March 14 Board Meeting Minutes
    - ii. Approve including the registration fees and federal per diem hotel rates in the proposed Summer Seminar budget for 5 GDOT employees to attend Summer Seminar (full registration for 5 members= 5x\$285=\$1,425)
    - iii. Approve the updated Summer Seminar Budget (note that it includes the aforementioned GDOT registration waivers)
    - iv. Approve new memberships for Kate Colberg, Dori Ann Clayton and Aimee Turner.
  
2. President's Report (Jonathan)
  - a. Summer Seminar Update (Marco)
    - i. The numbers are great, only second to last year. There were at least 140 registrations. There are around 300 total attendees.

- ii. The sponsorships are \$600 less than last year. They are pretty close to being in line with the projections. There were fewer companies but at higher levels. It might be good to revisit the sponsorship levels to make platinum more elite.
  - b. Mentoring Program Update
    - i. The first two venues are set. \$1,000 was budgeted. More money may be required for the program. There are no sponsors for the program. It might be possible for the mentees' companies to somewhat sponsor the program.
    - ii. The program will continue into 2015.
  - c. Technical Exchange
    - i. France has decided on Columbus, Georgia for an exchange. The target date is the end of October. A location has not been determined in Columbus.
    - ii. The Alabama section did not respond with enthusiasm.
  - d. Technical Paper
    - i. The Georgia driving manual needs to be updated and ITE could help lead the effort.
  - e. District Representative
    - i. Dwayne motioned to approve Jim Tolson to fulfill Marion Water's term (ending 12/31/2015) as District Representative, Sean Coleman seconded and the approval was unanimous.
- 3. Past President's Report (Dwayne)
  - a. Annual Meeting Planning
    - i. This year's meeting is going to be a lunch meeting. It will be held at the Maggiano's in Buckhead.
    - ii. It will be more expensive than a regular lunch meeting.
    - iii. It will be a more formal event than a regular lunch meeting and jackets will be recommended.
    - iv. The tentative date is December 12 from 11-2.
    - v. Keith Golden may be the keynote speaker. It would be great to hear about Keith's career and history and not just an update on the state of transportation in Georgia.
    - vi. There may be entertainment such as a musician. There will not be a comedian.
    - vii. It might be possible to have a break even event. The pricing needs to be evaluated.
    - viii. Spouses and guests will be encouraged to attend.
  - b. Nominations
    - i. Progress needs to be made soon on nominations for awards at the Annual Meeting and District awards.
    - ii. It will be expected that Past President will be involved at the District level.
  - c. Scholarship Auction
    - i. It would be great if the Board had a great presence and participation at the auction.
- 4. Vice President's Report (Andrew)
  - a. Monthly Meetings
    - i. So far this year has gone well. There was good feedback from the MARTA speaker in June. In August a speaker from Atkins is going to come in and talk about safety. The meeting will be at Mary Mac's. The meeting in September will be at SPSU and is going to be held at a convenient time for the students.
  - b. Technical Chair Candidate's for Next Year's Summer Seminar
    - i. Kelly has volunteered to be the Summer Seminar chair for next year.

- ii. France Campbell has expressed interest to be technical chair next year. Jody Peace might be a good candidate as well. Alan Davis might be a good chair too. Jagan would be a good candidate.
    - iii. **Brainstorm and determine who would be the ideal candidate for the Summer Seminar Technical Chair. - Sean/Andrew/Kelly**
  - c. Winter Workshop needs a chair as well.
- 5. Secretary / Treasurer's Report (Sean/Jim P)
  - a. Membership Status
    - i. More affiliates have paid.
    - ii. Agency memberships are changing at the International Level. Depending on the size of the population at the agency, the cost per year will be determined. The agency membership will apply to all GDOT members. The goal is to increase agency participation. Somebody has to go to GDOT to sell this membership.
    - iii. Gwinnet County, City of Atlanta, and other public agencies may be interested in addition to GDOT.
      - 1. **Email Keith about discussing agency membership and setup an appointment to discuss with Jim and Todd- Jonathan**
  - b. E-blasts
    - i. E-blasts are going well. Daily E-blasts are going out during Summer Seminar.
  - c. Comptroller Report
    - i. The budget was emailed out. There is nothing of particular interest to point out. The total income is around \$50,000 for Summer Seminar.
- 6. Affiliate Director's Report (Sean)
  - a. Andrew Antweiler made a motion to approve new members Kabearly Godwin and Victor Rachael; David Low seconded the motion, and approval was unanimous.
  - b. University Liaison Reports
    - i. Bryan was not able to come to Summer Seminar.
- 7. District Representative's Report (David)
  - a. It is time to capture what the section has accomplished for the Annual Report. An email will be out soon to the committee chairs. The information needs to be submitted in early August for compilation.
  - b. The Best Section Award criteria include encouraging student chapter involvement and membership. Encouraging the membership to be involved on District committees is important as well. It would be good to send out an E-blast to the whole membership about involvement on District committees.
- 8. Other Business
  - a. George Pilkington,
    - i. George was rude to the speaker at the last lunch meeting. John Karnowski and Dwayne Tedder spoke to him a couple of years ago about the same issue. Going forward the moderator will choose who can ask questions. George's questions can also be written down and a Board member can ask the question for him. If he cannot control himself, he will not be allowed to participate at lunch meetings. He needs a written warning that if this behavior happens again, his membership will be revoked. Hibbett Neel has volunteered to speak with him if the Board's efforts are not effective. No one has ever had their membership revoked before.

- 1. **Talk with George about appropriate behavior at lunch meetings and give him a warning letter- Jonathan/David**
  - b. October is MAD month- Make A Difference. One group buys bicycles and donates them to children. Des Moines gives safety education to kids in high school. International is looking for examples of the section giving back to the community.
  - c. E-Library- The vision is to have presentations catalogued from throughout the country.
  - d. Newsletter transition (Vern to Bryan)
    - i. Bryan is going to take over for Vern
9. Review Action Items (Liz)
10. Adjourn- Andrew Antweiler made a motion to adjourn the meeting, Jim Tolson seconded and approval was unanimous.
11. Next Board Meeting –September 23 location TBA

**7/21/2014 Action Items**

Make sure all new life members are recognized at Annual meeting or as opportunity allows	Jonathan	ongoing	
Email Keith about discussing agency membership and setup an appointment to discuss with Jim and Todd	Jonathan	Aug 8	
Talk with George about appropriate behavior at lunch meetings and give him a warning letter	Jonathan/David	Aug. lunch meeting	
Invite the liaisons to the next Board meeting to give an update on the Student Chapters	David	Sept. Board meeting	
Brainstorm and determine who would be the ideal candidate for the Summer Seminar Technical Chair.	Sean/Andrew/ Kelly	Sept. Board meeting.	