



GA ITE Board of Directors Meeting

September 24, 2014
Taco Mac
Dunwoody, GA
11:30-1:00 PM

| In Attendance | Board Position | Name | E-mail | Phone |
|-------------------------------------|---------------------|------------------|---------------------------------|--------------|
| Board Members | | | | |
| <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 checked="" 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 type="checkbox"/> | District Rep. | Jim Tolson | Jim.tolson@arcadis-us.com | 470.242.9375 |
| Other Attendees | | | | |
| <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 |

1. Welcome and Introduction (Jonathan)

a. Approve Minutes from Last Meeting

- i. Jonathan Reid made a motion to approve the July meeting minutes, Andrew Antweiler seconded the motion, and approval was unanimous.

1. Jonathan and David met with George. Going forward he must submit questions in writing to the moderator at lunch meetings. George agreed to the document outlining appropriate decorum at lunch meetings.
2. Jim Tolson met with Kathy at GDOT to discuss an agency membership. She is very much in favor this membership as it resolves her dilemma on how to get younger engineers engaged. GDOT's current budget has limited their participation at conferences. The fee format received from Hibbett is somewhat confusing. This year GDOT paid \$5,784 for 25 spots. Kathy would have a difficult time getting approval for more money than that.

- a. **Reach out to Rick Day to determine what GDOT's fee would be with an agency membership- Jim**

2. President's Report (Jonathan)

a. Mentoring Program Update

- i. Two meetings have been held so far; Maggiano's and a private club.
- ii. The program is running slightly over budget.
- iii. There are 6 people in the program. Everyone has been attending.

b. Technical Exchange

- i. The exchange is scheduled in Columbus on October 29. There will be four one hour sessions. Registration should be running next week.

1. **Send an E-blast about registering for the Technical Exchange- Sean**

3. Past President's Report (Dwayne)

- a. Annual Meeting Planning
 - i. The menu choices need to be made. It will be pretty similar to a regular lunch meeting. The price needs to be determined. \$35 would be appropriate for lunch for the private sector. \$25 will be the fee for public sector.
 - ii. Entertainment probably will not be needed at the meeting since it is during lunch. Other small fun activities could be planned.
 - iii. The purpose of the Annual Meeting is to review the business of the section. The By-Laws require a financial summary to be presented.
 - iv. The order of the program has not been determined.
 - b. Awards Nominations
 - i. The final version will be sent out soon in a dedicated E-Blast. The descriptions will be on the website. November 5, or a month after the E-Blast is sent out, is the deadline.
 - 1. **Send Sean final information on the awards- Dwayne**
 - 2. **Complete award nominations for Southern District- Dwayne**
4. Vice President's Report (Andrew)
- a. Monthly Meeting Updates
 - i. Two monthly meetings remain. The next meeting is in Gwinnett and will be about the 400 toll closing. Gwinnett will be the agency spotlight. Registration will be limited to 75 people. Carpooling will be encouraged. The November lunch meeting is in Cobb County. The meeting will center on projects related to the new Braves Stadium.
 - b. Program and Technical Chair for 2015 Summer Seminar
 - i. Jody Peace is excited to be the 2015 Technical Chair for Summer Seminar.
 - ii. France would like to continue as Technical Committee chair for next year. Ideally a co-chair would be found to join him.
 - iii. It was recommended that a technical paper competition be added to Summer Seminar. Technical papers are an advantage for competing for best section. A cash prize for best paper is a good incentive for participation in a technical paper competition.
5. Secretary / Treasurer's Report (Sean/Jim P)
- a. Membership
 - i. Membership numbers have mostly remained constant since Summer Seminar.
 - b. King and Prince contract renewal after 2015
 - i. Our last contracted year with King and Prince is next year, 2015. We last negotiated our contract in October of 2012, so we are in the timeframe of the next round of negotiations.
 - ii. Scott Mohler has handled contract negotiations in the past.
 - 1. **Ask Scott if he is interested in negotiating the new King and Prince contract- Jonathan**
 - c. 2015 Joint ALSITE meeting in Columbus
 - i. ALSITE has quarterly meetings that last half a day. They would like to do a joint meeting. It could be a technical exchange or a monthly lunch meeting. It might be best to do a technical exchange so the lunch meeting attendance remains high. If ALSITE plans the meeting then the Georgia members could just attend. It would be a lot of driving for just a lunch. It might be good to see how this year's exchange in Columbus goes before committing to the joint meeting with ALSITE.
 - d. E-blasts

- i. E-blasts are still going well.
 - e. Comptroller Report (Jim)
 - i. The budget report was emailed to the Board. The mentoring program and annual meeting amounts will be adjusted. The money has not been moved out of the Summer Seminar account yet.
 - ii. The Georgia Engineering magazine will be undergoing changes.
 - iii. Send Jim a copy of any receipt for purchases made with a Georgia Section credit card. This is essential for transparent record keeping.
 - iv. Another dues check will be coming in from International. It is usually much smaller this time of year.
 - v. ASHE still needs a check from Winter Workshop once the amount is determined.
6. Affiliate Director's Report (Meg)
 - a. Meg Pirkle made a motion to approve new members Bingling Zhang, Laura Schmitt, Lei Fang, Reuben Moore, and James Fowler; David Low seconded the motion, and approval was unanimous.
 - i. Dwayne's email address needs to be updated on the membership application. Jim Tolson needs to replace Marion Waters on the application as well.
 1. Update membership application-Meg
 - b. University Liaison Reports
 - i. No update.
7. District Representative's Report (David)
 - a. David is going to try to meet with the student chapter officers to discuss increasing the intergration between the student chapter and the section. He would like someone to accompany him when he meets with them. Andrew Antweiler has volunteered to accompany David. Chris Rome is the liaison for Georgia Tech and Bryan Sartin is the liaison for Southern Poly.
 - i. Since there will be another board meeting, the student liaisons will be invited to the November board meeting instead of the lunch described above.
8. Other Business
 - i. FY2015 Board Nominations/Elections
 1. Dwayne will lead the effort for the nominations/election. Vamshi will publish the election ballots on the website, and Sean will send out an eblast. A paper ballot is distributed at the November meeting. The By-Laws outline the nominations and elections process. The positions are mostly uncontested. Affiliate members can only vote for Affiliate Director.
 2. Send Dwayne the list of Affiliate Members- Sean
 3. Address officer nominations- Dwayne
 - ii. Ron Hamlet retired and it might be nice to recognize him. Jonathan is going to lead this effort.
 1. Determine a way to recognize Ron Hamlett- Jonathan
 - iii. Winter Workshop- The first meeting is this Friday. It will be at the same hotel as last year. If the contract is signed this year a motion will be held to approve the budget. It would be good to have a letter of intent with ASHE outlining the financial responsibilities.

- 1. It would be good to provide a social activity at events such as Winter Workshop and technical exchanges. The activities committee could head up this effort.
- iv. Georgia Southern- Yancy Bachmann’s son is interested in starting a student chapter.
- v. 2015 Budget- If the Board has any ideas for next year now is the time to share with Andrew.
- vi. Membership committee- Sean has been brainstorming ways the committee can be more active. A member of the committee could sit at the welcoming table at monthly meetings.

9. Review Today’s Action Items (Liz)

10. Adjourn- Jonathan Reid made a motion to adjourn the meeting, Sean Coleman seconded and approval was unanimous.

11. Next Board Meeting –Thursday, November 13th (before or after monthly meeting)

9/24/2014 Action Items

| | | | |
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| Make sure all new life members are recognized at Annual meeting or as opportunity allows | Jonathan | ongoing | |
| Ask Scott if he is interested in negotiating the new King and Prince contract | Jonathan | 9/26/14 | |
| Determine a way to recognize Ron Hamlett | Jonathan | 10/9/14 | |
| Update membership application | Meg | 9/26/14 | |
| Address officer nominations | Dwayne | 10/9/14 | |
| Send Sean final information on the awards | Dwayne | 9/26/14 | |
| Complete award nominations for Southern District | Dwayne | 10/9/14 | |
| Send Dwayne the list of Affiliate Members | Sean | 9/26/14 | |
| Send an E-blast about registering for the Technical Exchange | Sean | 9/30/14 | |
| Reach out to Rick Day to determine what GDOT’s fee would be with an agency membership | Jim | 10/9/14 | |