

MEETING MINUTES

COLORADO/WYOMING EXECUTIVE COMMITTEE

City of Arvada

March 9, 2007

Meeting Chair: Bill Hange

Minutes By: Craig Faessler

Present: Joe Henderson, Dave Hattan, Ben Waldman, Greg MacKinnon, John LaSala, Karl Packer, Will Johnson, Scot Lewis, Eric Boivin, Jim Hanson

I. Introduction. Bill Hange opened the meeting at 12:45 p.m.

II. Meeting Minutes. Minutes for the February 2 meeting were distributed to the EC and approved.

III. President's Report. Bill Hange

A. Luncheon Meetings. District 6 Sec-Treas candidate Mike Sanderson may be at May meeting. Section candidates also giving campaign speeches at May meeting. Bill asked Karl to make sure vendor emails are included on newsletter email distribution. Asked Karl to make sure the web registration is disabled after the luncheon registration deadline so last minute registrations can be avoided.

B. Member Survey. Need to follow up on electronic responses and include a reminder in the newsletter for members to complete survey online.

C. Charitable Contributions

1. District 6 Endowment Fund. Joe Henderson will make ceremonial \$1,000 check for Bill Hange to take to District 6 meeting in Portland.

2. Education Foundation Professional Development Program Fund. EC agreed to not make a Section contribution to this fund. Bill will make an announcement at the May meeting to encourage individual members to consider making contributions.

D. Awards

1. District 6. Need to recognize Curtis Rowe at the May luncheon for Wisest and Windiest Scribe. Ben said no acknowledgement is necessary for his award. .

2. Section Activities Award. Bill reminded John and Craig that the Annual Report is due April 2.

3. Newsletter Award. Greg asked the EC for recommendations by March 16 on a newsletter copy to submit to District for the newsletter award. Confirmed that the CO/WY Section would be in the < 500 membership circulation category.

IV. Vice President's Report. Joe Henderson

A. Luncheon Meeting. The next luncheon meeting will be held May 11 in Denver. Joe is working with Jerry Nerry at RTD to schedule a tour of the Mariposa LRT maintenance facility; lunch possibly at the AGC facility with FasTracks as the luncheon topic.

B. Bill mentioned that the February luncheon facility in Colorado Springs was very good and suggested using it for future luncheons.

V. Secretary/Treasurer Report. Craig Faessler.

A. Treasurer's Report. The balance of each account is as follows:

1. Checking Balance: \$31,853.99

2. Savings Balance: \$4,373.17

B. Investment Income. Craig presented several Money Market and CD options to the EC. Dave Hattan moved to transfer \$10,000 from the checking account to a First Bank 90-day CD. Eric seconded. Will amended the motion to 180-day CD. Dave and Eric agreed to the amended motion. Passed unanimously.

VI. Newsletter. Greg McKinnon

1. Articles Due. March 23.

2. Posted to Web. March 30.

3. Articles. The following articles are anticipated for the newsletter.

- a) Bill Hange - President's Message
- b) Joe Henderson - Meeting announcement and registration information
- c) Craig Faessler - Treasurer's report (acct. balances, cash flow summary)
- d) Bill Hange - History article
- e) Greg MacKinnon - Newsletter contest
- f) Curtis Rowe - Summary of the March meeting
- g) Jim Hanson - On the Move
- h) John LaSala - Technical Committee update
- i) Lyle Devries - Legislative update
- j) Ben Waldman - upcoming training
- k) Ron Hensen - Kurmudgeon's Corner
- l) Will Johnson - call for Secretary/Treasurer nominees
- m) Eric Boivin - Happy Hour after the 4/20 EC meeting
- n) Symposium announcement

VII. Past President's Report. Will Johnson

A. Membership Billing. Will suggested granting Local Section Affiliates a 5-year membership and consider local billing for affiliates only. Dave moved to create a 5-year LSA membership at \$50 or a 1-year LSA membership at \$12. Seconded by Ben. Approved unanimously.

B. Will mentioned that Karl needs web access to edit committee descriptions and other web information. Karl will coordinate with Edward.

VIII. Awards. Dave Hattan

Dave needs nominations for Transportation Professional of the Year Award, to be given out at the May luncheon.

IX. Activities.

Eric suggested a happy hour following the April 20 EC meeting. A notice will be sent out to the membership announcing a happy hour at 4:30 pm at the Wynkoop Brewery, immediately following the EC meeting. Eric also mentioned a possible Harley or road-bike ride.

X. Continuing Education. Ben Waldman

A. Rodel Users Group. Have not received an invoice from instructor. Ben will email instructor to see if there are any travel expenses the Section needs to reimburse.

B. PTOE/TSOS. Ben mentioned that Denver will host the PTOE test in the fall.

XI. Golf. Craig for Joe Hart and John Seyer

Sponsorship letters should go out in April or May with registration for the tournament beginning in May.

XII. Membership. Jim Hanson

Currently updating list to delete delinquent members. Jim will have an On-the-Move article for the next newsletter and will remind members to update their information.

XIII. Technical. John LaSala

A. Annual Report. John reported that report is nearly complete; only outstanding item is the membership information. Joe volunteered to put together a cover.

B. Symposium. ITE will be responsible for registration next year. Breakout sessions are final: Construction Management, TOD and ITS.

C. Coffee Shop Study. Committee has received additional count data. Abstract has been submitted to Intermountain and District 6. Expect to hear if accepted by April 15 for Jackson and June 1 for Portland.

D. Elitch's Study. John submitted an invoice for \$434.40 for traffic counts conducted by Counter Measures. EC approved payment of invoice.

E. Roundabout Database. Ben mentioned that Alex Ariniello suggested the Section survey ITE membership for roundabout information for the 2008 Roundabout Conference. Ben and Alex will work on a survey.

XIV. Miscellaneous Items.

A. Nate Larson will be attending the District 6 meeting to make a Section budget request for the 2009 District meeting in Denver. Also, need CO/WY Section promotion in Portland for 2009 meeting.

B. Will mentioned that he has one candidate for Secretary-Treasurer. The April newsletter will make another announcement for nominations and candidate bios will be in the May newsletter.

XV. Adjourn. The meeting adjourned at approximately 2:45 p.m.