

MEETING MINUTES

COLORADO/WYOMING EXECUTIVE COMMITTEE

Wynkoop, Denver

June 11, 2010

Meeting Chair: Ben Waldman

Minutes By: Chris Sheffer

Present: Greg MacKinnon, John LaSala, Scot Lewis, Scott Thomas, Melissa Rosas, Netin Deshpande, Jeff Ream

- I. **Introduction.** Ben Waldman opened the meeting at 12:00 p.m.
- II. **Meeting Minutes.** Minutes from the last executive committee meeting were approved.
- III. **President's Report. Ben Waldman**
 - A. **UCD Student Chapter:** UCD will be awarded a one time amount of \$2650 from the Section to send students of the newly formed chapter to the Dist 6 conference. U of Wyoming requested \$1350 and was approved as well.
 - B. **Western District Meeting:** The Section won the Newsletter, and Activities award for 2010. Special thanks to all who contributed to the newsletter content and to Sarah Karjala for putting together the Activities Report. A motion passed to allow up to \$800 expenses to send Bart Pryzybl to the Vancouver to accept the award.
 - C. **2010 Secretary Treasurer:** John LaSala is the new 2010 – 2011 Secretary Treasurer. Congratulations and welcome John!
 - D. **Legislative Chair Shuffle:** Scott Thomas will fill in as Legislative Chair and Netin Deshpande will take over the Technical Committee.
- IV. **Vice President's Report. Greg MacKinnon**
 - A. **May Luncheon:** The May luncheon had the lowest attendance of the year at 40; perhaps due to the non-technical nature of the luncheon.
 - B. **Bylaws subcommittee update:** The Bylaws and Charter were submitted to District 6 and will be forwarded to the Board to be put on the agenda for the next meeting this month.
 - C. **Transition Web Based Email and Online Voting:** Duane will be testing one of the Web based email services this summer so that we can consider implementation for the fall. We will also transition Paypal maintenance responsibilities from Edward to John over the summer
 - D. **Data Archiving:** Data archiving will begin after the District 6 meeting in August.
- V. **Secretary/Treasurer Report. Chris Sheffer**
 - A. **Account balances:** The end of the year treasurer's report was distributed. As of June 1, Balances include:
 - Checking - \$13,805
 - Savings - \$4469
 - Scholarship Fund - \$10,548
 - Certificate of Deposit - \$10,974

Expense and Income were compared to the budget. Continuing Education cash flow resulted in significantly less expense and income than budgeted. The website upgrade expense was budgeted but will need to be implemented next year. Student Chapter expenses were also higher due to the new UCD chapter initiation.

- B. Scholarship / Student Chapter fund allocation:** \$500 remain in the scholarship budget for the year however the student chapter budget was over spent by approximately \$2600. Chris will provide a recommendation at the next EC meeting for the allocation between the Scholarship fund and Checking account for the beginning of the next fiscal year.
- C. Colorado Springs Chapter interest:** Chris was approached by Steve Murray of FHU about the possibility of starting a Colorado Springs ITE chapter. If pursued, this may be best timed with the adoption of the updated Bylaws and Charter.

VI. Spring Symposium and Continuing Education – No Report

VII. Awards: Dave Hattan – No Report

VIII. Membership Committee – Melissa Rosas

- A. Database:** Melissa will continue to reconcile database address and contact info with our local data.
- B. Local Affiliates:** Several affiliates continue to be listed that may not be active and that owe dues. These members were notified last year. We will continue to list these members and send notices for renewal. Starting in September, if we don't receive responses, we will begin to purge the list.

IX. Web Committee – No report

X. Technical Committee – No report.

XI. Golf Committee – Jeff Ream

A. Tournament Summary: A total of 63 golfers participated in the event at the Common Ground, with \$750 of the proceeds to be donated to the Scholarship fund. This year we had little public employee participation which could have been due to new Amendment 4 policies for state and municipal governments. WTS had also scheduled their Golf Tournament close to this date, which may have affected participation.

XII. Scholarship Committee – No report

XV. Legislative Committee – No report

XVI. Other Items

- A. Goals for Next Year** The EC discussed a few of the goals for next year:
 - a.** The section would like to increase Public Sector participation. The most success has occurred with technical presentations and training such as the MUTCD update. Perhaps Increasing the technical emphasis could do that
 - b.** Redesign the Website.
 - c.** Target technical emphasis to increase public sector participation. As identified in goal “a” the use of section member survey information could help focus the technical program. TRB style technical seminars and presentations could be of interest to members. Survey Monkey or table survey forms could help gather information from members on specific topics. Next years programming should be started early August.

The meeting was adjourned at 2:00.