

## MEETING MINUTES

### COLORADO/WYOMING EXECUTIVE COMMITTEE SEH Office, Colorado/1-25 October 5, 2007

**Meeting Chair:** Joe Henderson

**Minutes By:** Ben Waldman

**Present:** Joe Henderson, Craig Faessler, Ben Waldman, Bill Hange, Greg MacKinnon, Karl Packer, Will Johnson, Melissa Rosas, Eric Boivin, Scott Thomas, John Seyer, Edward Stafford

- I. Introduction.** Joe Henderson opened the meeting at 12:35 p.m.
- II. Meeting Minutes.** Minutes for the last executive committee meeting were distributed to the EC and approved with no changes.
- III. President's Report. Joe Henderson**
- A. Date if Next EC meeting:** Next EC meeting scheduled for 11/7/07 3:00PM before the happy hour at the Wynkoop. Joe has a schedule conflict, but all agreed not to change the date or time. Craig will run the meeting for Joe.
  - B. Legislative Committee Chair:** Lyle has expressed a desire to be on the committee but not be the chair. Joe will ask Gene Putman if he wants to take over as chair. Other possible candidates if Gene is not interested include Karl Buckholtz and Elizabeth Goodremont.
  - C. Golf Committee Chair:** John Sayer is now the chair for the Golf Committee.
- IV. Vice President's Report. Craig Faessler**
- A. November 2 meeting:** Craig has an informal agreement with the Hilton in Ft. Collins for the Nov. 2 luncheon. No formal contract has been signed yet. He may look into the Budwieser Events Center as a possible venue. Presentation topic will likely be North I-25 EIS.
  - B. 35<sup>th</sup> Anniversary Party, December 14<sup>th</sup>:** For the December (holiday) luncheon we will celebrate our 35<sup>th</sup> Anniversary as a section. Location will most likely be downtown. Possible presentation topics include:
    - Peter Park** – New Urbanism, Smart Growth
- Joe and Craig will prepare and mail special invitations to past presidents. Bill had some ideas for gifts and will follow up next EC meeting with several proposals with options for a \$10, and \$15 budget for each gift.
- C. Symposium:** Craig confirmed that WTS will handle registration and the venue as they did last year. Nate is the chair for coordinating this effort with WTS.
- V. Secretary/Treasurer Report. Ben Waldman.**
- A. Budget Status:** Ben handed out the Treasurers Report. The balance of each account is as follows:
    - 1. Checking Balance:** \$7,007.69
    - 2. Savings Balance:** \$4,402.05

3. **Scholarship Fund:** \$7,787.03
        3. **Certificate of Deposit:** \$10,246.25
      - B. **Section Scribe Notes to Western ITE:** Ben will forward section scribe notes from luncheons to Westernite Newsletter Editor.
  
  - VI. **Newsletter. Greg McKinnon:**
    - A. **History Article:** Melissa will ask Dave Basket to write history article when she interviews him for member profile article.
    - B. **Student Chapter Article:** Greg discussed with Scott Lewis
    - C. **EC photos:** some are black and white and need to be updated.
    - C. **Upcoming Newsletter**
      1. **Articles Due.** October 12
      2. **Posted to Web.** October 19
      3. **Articles.** The following articles are anticipated for the newsletter.
        - a) Joe Henderson - President's Message
        - b) Craig Faessler - Meeting announcement and registration information
        - c) Ben Waldman - Treasurer's report (acct. balances, cash flow summary)
        - d) Greg MacKinnon - Newsletter contest
        - e) Curtis Rowe - Summary of the May, 2007 meeting
        - f) Melissa Rosas - On the Move and ITE Section Member Interview
        - g) Scott Thomas - Technical Committee update and Technical Article
        - h) Lyle Devries - Legislative update
        - i) Karl Packer - Upcoming Training
        - j) Ron Hensen - Kurmudgeon's Corner??
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- VII. **Past President – Bill Hange**

Bill discussed the gifts for the December Luncheon.
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- VIII. **Technical – Scott Thomas**
  - A. **Roundabout Research.** Survey will be sent out in October with request for response by November 16, 2007. Ben will prepare a request for a student scholarship to pay for an intern's help.
  - B. **Mixed Use Residential.** Ben discussed the Elitch Garden site with Dave Hattan and Dave indicated that not very much of the retail is occupied. Therefore, we will wait until next year to do after counts and finish the study.
  - C. **Newsletter Article and Announcements:** Scott has written an article about Ethernet connections, a portion of which will be in the upcoming newsletter and an article about roundabouts will be written for the next newsletter by Phil D. Scott requested we put a brief announcement about three upcoming Graduate Level UCD transportation classes. Scott will send write up to Greg.
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- VIII. **Activities. Eric Boivin**
  - A. **Ski Train** will be on Jan. 26. 76 seats reserved. Eric will prepare write up for Newsletter and get info to Edward for website registration by November Newsletter. Ben will help Eric prepare and send out letters requesting sponsorships for the ski train.
  - B. **Charitable Giving.** Two \$500 donations will be given to Compa Food Ministry and Pennock Center. Ben will send checks.
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- IX. **Membership. Melissa Rosas**

- A. New Members:** We have had seven new members sign up and pay. Melissa will send welcome letters and a free lunch coupon to new members. Melissa researched possibility of \$50 five year membership, but not possible at district level to track.
  - B. On the Move Column.** Melissa and Bob will interview Dave Basket for this newsletter.
  
- X. Continuing Education.** Karl Packer
  - A. Vissim Training:** Training went well. We made about \$1,000 on training. Training was well attended and we will likely do it again the year after next.
  - B. PTOE:** The PTOE will be held on October 20.
  
- XI. Website.** Edward Stafford
  - A. Website Assistance.** Edward is still looking for volunteers. Joe will coordinate a meeting with himself, Edward, Karl and Greg to discuss changing the website format. \$2,500 was placed in the budget under contingency for hiring someone to update the website.
  
- XII. Adjourn.** The meeting adjourned at approximately 2:30 p.m.