



**Executive Committee Meeting Agenda
October 9, 2015 12:00 – 2:00 PM
Pikes Peak Conference Room, Stantec
2000 S Colorado Blvd, Suite 2-300
Denver, CO 80222**

Attendees: Rich Follmer, Devin Joslin, Freddy He, Anna Bunce, Greg MacKinnon, Alex Larson, Emily Gloeckner, Aaron Heumann, Lou Davenport and Ryan Germeroth

A. Call to Order

B. Approval of minutes from last meeting

- a. Rich motioned, Anna 2nd, unanimous approval

C. Officers' Reports

- a. President's Report Freddy He
 - i. Western Slope Meeting – Lou sent out survey on 10/12/15
 - 41 paid registrants, 40 attendees
- b. Vice President's & Program Committee Report Ryan Germeroth
 - i. Annual Business Meeting Summary
 - 71 paid registrants, 69 attendees
 - Section's Annual Budget was approved unanimously
 - ii. November meeting
 - Location – Budweiser Event Center in Loveland. Same room as last year is available
 - Presenters: Joe Olson and Martina Wilkinson, City of Fort Collins
 - Fort Collins was discussed as a potential location, Ryan will follow up
- c. Secretary/Treasurer & Editorial Committee Report Lou Davenport
 - i. September Treasurer's Report – report was presented
 - ii. Annual Sponsorship – email version will be send out, not hard copies
- d. Past President's Report Anna Bunce
 - i. Annual Report
 - Fiscal year 2015 references versus 2014-2015 references should be resolved
 - Discussion about designation and tracking of younger members

D. Committee Reports

- a. Activities Committee Emily Gloeckner
 - i. Leadership Event
 - Emily is evaluating venue, and confirming that there are no conflicting events
 - Anticipating approximately 100 attendees
- b. Activities Report Committee..... Dan Eybs
 - i. Dissolve the committee, and transfer to scribe (Anna motioned, Ryan 2nd, unanimous approval)
- c. Awards Committee Freddy for John La Sala
 - i. Freddy presented the past president award to Anna at the October meeting
- d. Continuing Education Committee Freddy for Vivek Goswami
 - i. October 1st, 13 attendees
 - ii. Upcoming webinar(s)
 - November 4th - TRB Webinar – 2nd Edition of Signal Timing Manual
- e. Golf Committee Chris Hopkins
 - i. No updates
- f. Legislative Committee Scott Thomas
 - i. No updates
- g. Membership Committee Rich Follmer

- i. Rich preparing email to send to professors at CSU regarding students involvement with ITE, will report back
 - ii. Looking for volunteers that have connections with schools that do not have chapters, such as CSU, CU-Boulder, and School of Mines
- h. Mentoring Program Committee Jon Larson
 - i. No updates
- i. Newsletter CommitteeBart Przybyl
 - i. Bart is looking for articles from each committee
- j. Scholarship Committee Alex Larson
 - i. Scholarship Applications
 - 8 applications submitted
 - Recommendations to come to EC soon
 - End of October for announcement to students
- k. Section ScribeDevin Joslin
 - i. Western ITE Fall Newsletter Report
 - Included information since May 2015
 - Combined with activities report committee
- l. Social Media.....Greg Baker
 - i. No updates
- m. Spring Transportation Symposium..... Kari McDowell Schroeder
 - i. 1st deposit payment (\$1829) was submitted via check by Lou Davenport
- n. Student Liaison Lisa Truong / Chris Vokurka
 - i. No updates
- o. Technical Committee Nitin Deshpande/Jeet Desai
 - i. No updates
- p. Vendor Show.....Will Johnson
 - i. Important update forthcoming
- q. Website Committee ReportGreg MacKinnon/Andrew McFadden
 - i. GoDaddy confirmation and contact information – update contact information
 - ii. Data locker for officers – distributed at meeting
 - iii. WordPress accounts for officers and chairs
 - iv. Front page announcements
 - v. communications@cowyite.org – distributes to several address on EC to make sure everyone is aware
 - vi. Mountain Meeting presentations – Kari followed up and gathered all presentations for download as of 10/16
 - vii. Database structure
 - viii. Mail Updates

E. Old Business

- a. Handbook UpdateAaron Heumann
- b. Bylaws RevisionAaron Heumann

F. New Business

G. Announcements

- a. Next EC Meeting **November 13** Freddy He
- b. Newsletter Articles Next Deadline **October 9 (Today)**.....Bart Przybyl

H. Adjournment