



Executive Committee Meeting MINUTES
November 8, 2012 12:00 – 2:00 PM
Webb Municipal Office Building
201 W. Colfax Ave.
Denver, CO 80202

PRESENT: Emily Gloeckner, Anna Bunce, Aaron Heumann, Chris Sheffer, Bob Kochevar, Nitin Deshpande, Alejandro Henao, Freddy He, Ben Waldman, Rich Follmer, Will Johnson, Greg MacKinnon, John LaSala

A. Call to Order: 12:35pm

B. Approval of minutes from last meeting

- a. **Approved unanimously**

C. Officers' Reports

- a. President's Report John La Sala
 - i. November luncheon and Table Survey results
 - 1. General discussion, including the last minute facility relocation due to their double-booking; discussion of a WY Happy Hour
 - ii. Charitable contributions
 - 1. Discussion of possible contributions and purpose of contribution (local vs national or international); John motion for contribution of \$1000 to American Red Cross for Hurricane Sandy and \$1000 to Food Bank of the Rockies; Aaron second; approved unanimously
- b. Vice President's & Program Committee Report Aaron Heumann
 - i. November luncheon
 - ii. Program for December luncheon
 - 1. Soft skills presentation possible from CDR; discussions of possible topics; consensus on dealing with the public general focus
 - iii. Location for December luncheon
 - 1. Discussion of Oxford Hotel vs Wynkoop Brewery as possible luncheon locations
- c. Secretary/Treasurer & Editorial Committee Report Anna Bunce
 - i. September & October Treasurer's Reports
 - 1. Reports emailed in advance
- d. Past President's Report Chris Sheffer

D. Committee Reports

- a. Activities Committee Emily Gloeckner
 - i. Happy Hour tonight
 - 1. ~20 RSVPs; tour at 4pm; agreed to cap Section spending at \$200; discussion of drink tickets for next time
 - ii. Meet'n'Greet
 - 1. Discussion of two possible locations: Mile High Station and Space Gallery; Bob K suggested old McNichols as another possible location; discussion of \$35 cost and 3 tiers of sponsorship
- b. Awards Committee Bill Hange
 - i. Lifetime Achievement Award
 - 1. John move to approve Gene Putman as this year's recipient; Bob seconded; approved unanimously—to be awarded at December luncheon
 - ii. Award to Dave Hattan for numerous years of service as Awards Chair
 - 1. Will be presented at December luncheon
- c. Continuing Education Committee Freddy He

- i. Potential training topics
 - 1. Software training (Synchro 8.0, Sidra); PTOE Refresher Course (Jan-Feb webinar series); several NHI (Access Management Location & Design; Design and Operation of Work Zone Traffic Control); Freddy will send out a membership email to gauge relative interest in possibilities
- d. Golf Committee Jeff Ream
 - i. Seeking new chair!
- e. Vendor Show Will Johnson
 - i. Proposed ideas for 2013
 - 1. Will J suggesting raising booth prices for vendors to \$350/booth (\$50 per booth increase); will use national list for vendors to solicit participation; discussion of tiered options for vendor pricing; agreement for Save the Date email to be sent out as well as options to increase technician and general attendance
- f. Website Committee Report Greg MacKinnon
 - i. Sample for greater tie-in to facebook sent out for comment; no changes to luncheon registration questions for Dec meeting
- g. Membership Committee Rich Follmer
 - i. Membership profile will be in next newsletter
- h. Scholarship & Career Guidance Committee Melissa / Bob K
 - i. Scholarships – inviting winners to December luncheon
 - ii. Mentoring Program – have we attracted new mentors?
 - 1. Bob K indicated 4 more; plans to attend next UCD student meeting to talk to membership about that
- i. Student Liaison Mike Bowline / Chris Vokurka
- j. Technical Committee Nitin Deshpande
 - i. 2013 Western ITE Annual Meeting call for Abstracts extended until December 21 which impacts Section award deadlines
 - ii. 2013 Western District Data Collection RFP call
 - iii. Roundabout subcommittee – report from Nov 2 kick off meeting
 - 1. Ben W report focus on providing guidance for local designers and practitioners especially smaller jurisdictions; involvement from CDOT and status of support level from CDOT (open but not mandating); possibility of offering presentations to political level folks as support for jurisdictions not staffed to do so; next meeting before next luncheon; mission statement to be sent via email to membership
- k. Activities Report Committee Dan Eybs
- l. Legislative Committee Trishul Palekar / Steve Pouliot
- m. Social Media Lisa Truong
 - i. Alejandro indicated reached 30 likes on facebook, so can now see some statistical information; suggested some minor modifications to website to make facebook logo/link more prominent

E. Old Business

- a. 2013 Spring Symposium update John La Sala
- b. Outreach to Wyoming members John La Sala

F. New Business

- a. Budget planning update Officers
 - i. Chris S indicated more meetings to be held; recap of morning's meeting and topics discussed re surplus funds, purpose of funds, scholarship funds, etc

G. Announcements

- a. Seeking replacement for Golf Committee Chair John LaSala
- b. Seeking Mentors for Mentoring Program John LaSala

c. Newsletter Articles & Deadline Bart Pryzbyl

H. Adjournment: 2:30pm