



Executive Committee Meeting Agenda
December 14, 2012 12:00 – 2:00 PM
Webb Municipal Office Building
201 W. Colfax Ave.
Denver, CO 80202
MINUTES

Present: Bob Kochevar, Greg MacKinnon, Mike Bowline, Lisa Truong, Chris Sheffer, Trishul Palekar, Emily Gloeckner, Aaron Heumann, John La Sala, Will Johnson, Fritz Clauson, Chris Hopkins, Anna Bunce

A. Call to Order: ~12:20pm

B. Approval of minutes from last meeting

- a. Motion to approve by John, Second by Aaron, approved unanimously

C. Officers' Reports

- a. President's Report John La Sala
 - i. December luncheon and Table Survey results
 - 1. General discussion of table survey results; good attendance and positive feedback
 - ii. Rates for 2013 events
 - 1. \$15 rate already extended to the vendor show; possibility of extending discounted pricing to remaining two luncheons (March/May) not including Symposium; Chris S provided comparison of attendance history per FY and meeting date; general discussion; possibility of small increase in rate for last two meetings but maybe not back up to full original rate; more discussion to follow in Extended Planning meeting after this meeting [not settled in Extended Planning meeting, further discussion still needed]; Lisa expressed uncertainty whether free lunches for the students is necessary to keep student attendance up; discussion of \$5 as possible student charge
- b. Vice President's & Program Committee Report Aaron Heumann
 - i. December luncheon
 - 1. Already covered
 - ii. Upcoming programs
 - 1. March in Springs—possible panel discussion on photo red light enforcement with multiple perspectives (political, operational, engineering, etc.); May locally—possibility of West Corridor light rail tour with meeting
- c. Secretary/Treasurer & Editorial Committee Report Anna Bunce
 - i. November Treasurer's Report
 - 1. Greg inquired about Constant Contact bill—will be on Dec report
- d. Past President's Report Chris Sheffer

D. Committee Reports

- a. Activities Committee Emily Gloeckner
 - i. Meet'n'Greet on February 7—deposit down on Space Gallery; McNichols investigated but not available on date; several sponsors already in place; WTS potentially interested in sponsoring and/or partnering in event; Don Hunt is pulling in Tim Harris, Charles Myers, Deb Perkins-Smith, hoping for new Transportation Operations Director to be in place by then, possibility of regional transportation directors to be invited; Bob K suggested Mark Imhoff (Transit Director)
 - ii. Happy Hour at Great Divide—relatively small turnout, cost of \$50
- b. Awards Committee Bill Hange
- c. Continuing Education Committee Freddy He
 - i. Potential training topics
 - 1. Email announcements to be sent out re Synchro training opportunity as well as gauging interest in Sidra training possibility

- d. Golf Committee Chris Hopkins
 - i. New chair!
 - 1. Welcome to Chris; getting his hands around it and planning to meet with former Golf Chair Jeff Ream next week; interest from Bob K and Scott Burger and Craig Faessler and Dave Millar in assisting as well as potentially others
- e. Vendor Show Will Johnson
 - i. 4 sponsors in place already, 7+ vendors in place already, will break even on attendance even at \$15; so maybe see how things go with this year's show and go from there
 - ii. Would prefer to see vendors pay \$30/person for future years
 - iii. Working with 6 vendors to set up a table discussion re LED products for before lunch
 - iv. Similar setup to last year re beef and salmon carving stations and pasta bars, etc.; still some expansion space left but not a ton for vendor booths; Greg M questioned whether a special website question specific to the vendor show general (non-vendor) registration should be generated—to be considered
- f. Website Committee Report Greg MacKinnon
 - i. Not making format changes at this time since not everyone can see facebook from work
 - ii. Local Affiliates in most recent batch approved
- g. Membership Committee Rich Follmer
- h. Scholarship & Career Guidance Committee Melissa / Bob K
 - i. Mentoring Program – current status – hoping to match mentors and mentees in January
 - ii. Awarded \$5k in scholarships
 - iii. Bob K attended student meeting at UCD and spoke briefly to the group
- i. Student Liaison Mike Bowline / Chris Vokurka
 - i. Mike B reports great momentum and attendance in chapter; confirmed by Lisa and Fritz
 - ii. Discussion of internship positions and possibility of incorporating an internship listing on the Section website potentially at no charge to company/municipality
- j. Technical Committee Nitin Deshpande
 - i. Roundabout subcommittee – current status
- k. Activities Report Committee Dan Eybs
 - i. Chris S indicated request for input for next report coming up probably in January
- l. Legislative Committee Trishul Palekar / Steve Pouliot
 - i. Trishul indicated Steve's plan to go out and interview CDOT senior personnel re how dealing with MAP-21 and other issues; Emily indicated good tie-in and possible discussion topic for Meet N Greet
 - ii. Email from APWA's legislative committee re teaming up on issues and meeting with legislators; since ITE is a non-profit organization, meetings with legislators should avoid advocacy of a position. If a position is advocated, then it should be expressed as that of an individual or group of individuals instead of that of the opinion of ITE; teaming up potentially more about doing same things already doing but combining efforts rather than lobbying
- m. Social Media Lisa Truong
 - i. 44 weekly reach to date; average of 22ish views of each post on fb; Fritz encouraged the EC to like the page and invite others to do as well
 - ii. ITE Community looks like a good option for other communication re discussions, database, allowing members to be as involved as they want to be. Individual members can create groups in order to share documents and discussion. This tool could be useful for committees, sub-committees, or any other group with a specific interest.
 - iii. Q re viability of LinkedIn as an alternative; John L expressed potential preference for focusing on ITE Community instead and trying to engage members' interests in that forum.

E. Old Business

- a. 2013 Spring Symposium update..... John La Sala
 - i. Call for speakers went out yesterday; location will still be at Pepsi Center; Fri April 5 targeted date
- b. ITE non-profit update John La Sala
 - i. Updated paperwork and fee returned to main for progress

F. New Business

- a. Non-profit status and the limits of political advocacyJohn La Sala
 - i. Addressed under Legislative Committee items

G. Announcements

- a. Newsletter Articles & Deadline Bart Przybyl
 - i. Deadline a week from today

H. Adjournment: 2:03pm

I. Action Item:

- a. **John L to initiate vote on item D.i.ii. regarding free internship postings on Section website**