December 2018 Board Meeting
Thursday, December 13th, 2018: 8:30am-10:00am
Location: SRF
Host: Jacob Folkeringa

Executive Board | Present | Absent
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Scott Poska, President | X | 
Jeff Preston, Vice President | X | 
Jacob Folkeringa, Secretary | X | 
Kevin Peterson, Treasurer | X | 
Mike Fairbanks, Director | X | 
Tyler Krage, Director | X | 
Natalie Sager, Director | X | 
Mike Martinez, Past President | X | 

Guests:
- Joe DeVore, 2019 Director
- Jonah Finkelstein, 2019 Director
- Phil Kulis, 2019 Director

1. **Call Meeting to Order**
   Scott called the meeting to order at 8:33am.

2. **Review Agenda**
   The agenda was reviewed. The Duluth Student Transportation Organization was added as item 11b.

3. **November 2018 Secretary’s Report**
   Jacob presented the November 2018 Board Meeting Minutes. The following comments were provided:
   - The MWITE Updates should reflect that the new charter will be issued by ITE (NCITE will not be modifying).
   - The meeting minutes should be signed.
   Mike F motioned to approve the minutes as amended. Mike M seconded. Motion carried.

   Jacob presented the 2018 Annual Meeting Minutes. Minor comments were provided. Mike M motioned to approve as amended. Kevin seconded. Motion carried.

4. **November 2018 Treasurer’s Report**
   Kevin presented the November 2018 Treasurer’s Report. The following comments were provided:
   - The winner of the Bauer Mini-Hockey was Tom Sachi.
   - The Annual Section Meeting Summary should be updated to read “2018” in the header.
• The number of student attendees (and their cost) should be updated in the Annual Section Meeting Summary.
• Plaques should be included in the expense line item for “Speaker Gifts / Certificates / Plaques”, not “Annual Meeting”.

Jacob motioned to approved as amended. Mike M seconded. Motion carried.

5. Recap Annual Meeting
The group discussed the Annual Meeting. The meeting had very good attendance and was well received. The axe throwing was enjoyed by all. The silent auction was a great way to raise money for the MWITE Endowment Fund. A silent auction should be considered for other fundraising activities (summer social, for example).

6. Upcoming Meetings
   a. January Section Meeting
      The group briefly discussed the January Section Meeting. The topic will likely be the ASCE Infrastructure Report Card.

7. Committee Updates
Jeff provided updates on the committees. Recent and upcoming committee meetings include:
• Intelligent Transportation System Committee: December 4th – Connected Corridor
• Intersection Traffic Control Committee: December 19th – Regional ATMS
• Geometric Design Committee: December 20th – “Safe Systems” road design
Jeff and Jacob will work with the committees to transition to 2019.

8. MWITE Updates
Mike M provided an MWITE update, primarily regarding the MWITE, GLITE, and MOVITE transitions. The group discussed potential names for the new District (currently referred to as the “New Great Lakes District”). Scott will work with Jonah to send out a poll to NCITE members for them to provide input on the new District name.

9. Affiliate Transition Plan
Scott provided an overview of the affiliate transition plan. In summary, there are seven affiliates who will be contacted by NCITE to inform them about the transition. Kevin will send Scott the payment status of the affiliates. Scott will contact the current affiliates regarding the affiliate transition plan. The group discussed that the life affiliates will likely be maintained but none will be added going forward.

10. Student Paper Competition
Mike M provided a brief history of the student paper competition. This competition was discontinued due to a lack of quality submissions and decided the money would be better distributed through the scholarship process.

11. 2018 Board Initiatives
   a. Board Initiatives Update
      Scott provided an update on the 2018 Board Initiatives:
• Road Show – Discussed in 2018 but did not happen due to the lack of an outstate event to join forces with. 2019 may be a good year for a road show with the new Duluth student chapter.
• Traffic Symposium – With the 2018 ITE Annual Meeting this initiative was placed on hold. The Professional Development Committee will be tasked with looking into this for 2019.
• PE Exam Prep – This did not occur in 2018 but Tyler will be leading this effort in 2019 and has some ideas to move forward.
• Civil Engineering Day at the Science Museum – The Section hosted a booth at the Science Museum for Civil Engineering Day.
• Mentorship Program – This is on hold pending ITE International’s mentorship program which recently started.
• New Member Welcome – A new member welcome flyer was prepared and distributed to new members in 2018.
• Board Duties Documentation – This initiative will be carried into 2019.
• Section Awards – The Transportation Achievement Award was added in 2018.

b. Duluth Student Chapter
The District has approved the Duluth Transportation Student Organization. Jacob will work with Jonah and Cortney to get DTSO published to the website and newsletter.

12. Review Action Items
The updated list of action items is as follows:

Scott – Review Board duties and prepare draft document for review.

Jeff – Upload remaining paper newsletters.

Jeff and Jacob – Work with committees to transition to 2019

Scott – Work with Jonah to send out poll regarding new District name.

Kevin – Send Scott payment status of affiliates.

Scott – Contact affiliates regarding transition plan.

Jacob – Work with Jonah and Cortney to get DTSO published to the website and newsletter.

13. Adjourn
Mike M motioned to adjourn the meeting at 10:07am. Natalie seconded. Motion carried.

Respectfully submitted,

Jacob Folkeringa
2018 Secretary

January 8, 2019