

DATE: November 19, 2015

LOCATION: Purdue University
Stewart Center
Room (Stewart 213)

INVITED ATTENDEES:

State Section Board Members (invited): Members in **Bold**

Officers:

Brad Bobich (President) Cornerstone Engineering
Jen Sharkey (Vice President) Steuben County
Ross Snider (Treasurer) USI Consultants
Steve Werling (Secretary) Geopier

Directors:

Jason Durr (Director) Christopher Burke
Jim Morley, Sr. (Director) Morley & Associates
Sean Porter (Past President) Parsons

Branch Representatives:

Mike Wigger (President - MIB) Earth Exploration
Maceo Lewis (VP – MIB) Black & Veatch
~~Bryan Slott~~ (President – NC) C&E Excavating
Dmitri Adams (VP – NC) Lawson-Fisher Associates
Mitch Hansel (President – NE) Fleis & Vandenbrink
Aswathy Sivaram (VP – NE) Black & Veatch
Jamin Heldt (President – SW) CHA
James Allen (VP – SW) University of Evansville

Invited Guests:

Bill Dubois (Regional Governor) Patriot Engineering
Jon Stolz (Past-Past Section President) Christopher Burke

Proposed agenda:

1. **Welcome.** The meeting will begin at the conclusion of the CEPDS Seminar (approx. 5:15pm) and last until 6:30pm. (Bobich)
2. **Introductions**
3. **Approval of October 27th, 2015 Meeting Minutes** (Bobich) – see attached.
4. **Officer Reports**
 - A. Treasurer (Snider)
 - i. Financial/banking reports
 - ii. Proposed FY2015-2016 Budget (proposed amendments?)
 - iii. Financial Information for tax filing due 2/15/16 has been requested from Branches
 - B. Secretary (Werling/Sharkey)
 - i. Website Update
 - ii. Transition to new Secretary (Werling)
 - C. Vice President (Sharkey/Bobich)
 - i. Annual Meeting
 - ii. Transition from past VP (Bobich)

- D. President (Bobich)
 - i. Communication between Branches and Section
 - ii. Student Chapter Involvement
 - a. Visits to chapters
 - b. Requests for funds, etc.
 - iv. Report Card
 - a. We need to do this again, last update was 2010
 - v. Life Member Notifications
 - vi. Indiana Section Leadership Meeting
 - vii. Upcoming Regional/National Meeting
 - a. Multi-Region Leadership Conference (Feb 12 – 13, Pittsburgh) – Director 2
 - b. ASCE 2016 Convention (Sept 29 – Oct 1, Portland, OR) - VP
 - c. Leadership Orientation (Sept 16-17, Reston, VA) –
 - d. Region 4 Meeting (April 23 – 24, Nashville, TN) – President & VP
 - e. Fly-In (March 15 – 16, Washington, DC) - President
- E. Past President (Porter)
- 5. **Director Reports**
- 6. **Regional Governor Report**
- 7. **Branch Reports**
 - A. North Central
 - B. Northeast
 - C. Metropolitan Indianapolis
 - D. Southwest
- 8. **Committee Reports**
 - A. Awards – Past President
 - B. Nominating – Past President
 - C. Auditing – Past Past President
 - D. Government Affairs – President
 - E. Educational Outreach – Secretary – Director 2
 - F. Student Activities – Treasurer/Director 2
 - G. Annual Meeting – Vice President
 - H. Constitution & Bylaws - Secretary
- 9. **General Discussion**
- 10. **Next Meeting Dates**
 - A. January 14, 2016 (USI's office)
 - B. March 2016
 - C. April 20th, 2016 – Annual Meeting (NO Board meeting)
 - D. May 2016
 - E. July 2016
 - F. September 2016

ASCE Indiana Section – Board Meeting

DATE: October 27, 2015 | TIME: 3:00 PM | LOC: USI Consultants, Inc.

Participants:

Brad Bobich (President)	Mike Wigger (President – MIB)
Jen Sharkey (VP)	Maceo Lewis (VP – MIB)
Ross Snider (Treasurer)	Bryan Slott (President – NC)
Jim Morley (Director)	Jamin Heldt (President – SW)
Jason Durr (Director)	Dmitri Adams (VP – NC)
Bill Dubois (Regional Governor)	Anthony Glen (Sec/Treas - NC)

Meeting Discussion:

- I. Welcome (Bobich)
- II. Introductions of attendees
- III. Review of Bylaws (Bobich)
 - a. Highlighted items in Constitution (Article 6, Article 8.1.1, Article 8.2) and Bylaws (Article 5, Article 6, Article 8.2)
 - b. **Review Appendix A and Appendix B for duties & responsibilities (ALL)**
- IV. Officer Reports
 - a. Treasurer (Snider)
 - i. Balance Sheet = \$105,339.30
 - ii. Transaction Report = shows checking account transactions & balances from 10/1/14 to 9/30/15. Thanks to Jon Stolz for getting QuickBooks setup
 - iii. Profit & Loss Budget / Proposed FY2016 Budget
 1. FY2016 Budget shows net income of \$13,650.00. Discussion held on how to utilize income to serve the ASCE membership.
 - a. Allotment to student chapters each year (\$1,000)
 - i. Require report to Section at end of year on how student chapter utilized the allotment?
 - b. Grants for special projects for student chapters
 - c. MIB Younger Members group provides \$100 to each school that participates in the Annual Meeting – should this be an expense of the State Section instead?
 - d. Reimbursement for travel/conference expenses for student chapters & branches – must follow guidelines in Bylaws
 - e. **Student Activities Committee – will look at developing guidelines for the allotment requirements – will be reviewed by BOD (Bobich)**
 - f. Allotment to branches or grants to branches
 2. **FY2016 Budget approved**
 - iv. Branch Disbursements
 1. Reviewed corrections for 2014 disbursements (MIB/Central & NC/NW decreased, NE & SW increased)
 - v. Tax Preparation
 1. Blue & Co. preparing tax return for Section
 2. **Need branch tax info by end of November 2015 (Branch Leadership)**
 - vi. **Treasurer Report approved**

- b. Secretary (Sharkey)
 - i. Website
 - 1. Current website costs \$100.04/year to host on GoDaddy and is still on Dave Devine's credit card
 - 2. Format for current website is not user-friendly. Access to modify content belongs to Tom Alter (website creator), Jen Sharkey (VP), and Brad Bobich (President)
 - 3. Options moving forward:
 - a. Utilizing Weebly to create & maintain website
 - i. Link to existing GoDaddy domain
 - ii. Create new domain
 - b. Contact Society to inquire about assistance for Section website
 - i. Jackie Simon or Nancy Burson are the contacts for this
 - c. **Research Weebly pricing structure, investigate Society assistance, & report options to BOD (Sharkey)**
 - ii. Branch Discussion
 - 1. Topic specific institutions (construction, geo, structural, etc.) – keep separate among branches or consolidate into a large institution across the State?
 - iii. Transition to new Secretary (Werling)
 - 1. Will discuss transition at CEPDS on November 19th
 - iv. **Secretary Report approved**
- c. Vice President (Sharkey)
 - i. Annual Meeting
 - 1. **Save the Date: April 20, 2016**
 - a. 502 Event Center, Carmel, IN
 - 2. Committee will be formed to plan meeting (Sharkey)
 - 3. **Branches are requested to assist with finding speakers and moderators for the meeting (Branch Leadership)**
 - ii. Transition from past VP (Bobich)
 - 1. Will set up a time to meet & discuss (Bobich & Sharkey)
 - iii. **Vice President Report approved**
- d. President (Bobich)
 - i. Report Card
 - 1. Last completed in 2010 – look to do again in the near future
 - 2. Region 4 still has \$2,500 grant open for the 2010 report. Indiana Section received \$1,000 at beginning of the process but \$1,500 remain. Section could request the remainder or can turn down and give to the Region who needs the funds.
 - a. **Approved to turn down remainder \$1,500 and give to Region 4**
- e. Past President (Porter)
 - i. No report. Not present.

V. Director Reports

- a. Tabled due to time constraints

VI. Regional Governor Report

- a. Bill Dubois has completed year 2 of 3 year term. Is willing to renew his term for 3 more years if the Section approves.
 - i. **Section approves to endorse/appointment Bill Dubois for Region 4 Governor**

- VII. Branch Reports
- a. North Central (Slott)
 - i. Hosting monthly meetings
 - ii. Volunteering for Science Alive
 - iii. Hosting joint meeting with Notre Dame chapter
 - iv. Discussed Northwest branch
 1. Meetings are well attended – hosts 1 every 3 months
 2. Creates more work for treasurer/secretary having two meetings/branches
 - b. Northeast (Sharkey)
 - i. No representatives from the branch were in attendance
 - ii. Has been turnover in leadership but has 3 officers in place
 - iii. Hosting monthly meetings and offers PDH's at those meetings
 - iv. Looking for ideas to boost membership/attendance
 - c. MIB (Wigger)
 - i. Needy Family Program – Thanksgiving & Christmas
 - ii. CEPDS – Hosting President-Elect
 - iii. Holiday Party – transition of officers
 - iv. State of the MIB
 - d. Southwest (Heldt)
 - i. Getting branch back in gear – Many thanks to Jim Morley
 - ii. New board in place
 - iii. Hosting monthly board meetings – Started monthly membership meetings in September
 - iv. Revamped/updated bylaws – will submit to Section for review
 - v. Local museum volunteering
 - vi. Working with student chapters at USI & Evansville
 - vii. Elementary & middle school activities to promote engineering
 - viii. Looking at holding an Annual Meeting in May for SW branch membership
- VIII. General Discussion
- a. None
- IX. Next Meeting Dates
- a. 2015 - November 19, 2015 (after CEPDS)
 - b. 2016 - January, March, May, July, September

Action Items:

1. Review Appendix A and Appendix B for duties & responsibilities (ALL)
2. Student Activities Committee – will look at developing guidelines for the allotment requirements – will be reviewed by BOD (Bobich)
3. Need branch tax info by end of November 2015 (Branch Leadership)
4. Research Weebly pricing structure, investigate Society assistance, & report options to BOD (Sharkey)
5. Assist with finding speakers and moderators for the annual meeting (Branch Leadership)

Respectfully,



Jennifer L. Sharkey, PE
ASCE Indiana Section Vice President