

ASCE Wisconsin Section Board of Directors Meeting Agenda

March 16, 2022	Board Meeting	3:00 – 5:00	Virtual
Next Meeting	Location	Start Time	Est. End Time
May 18, 2022	Board Meeting	3:00 – 5:00	Virtual

Dial-In Meeting Information			
https://us02web.zoom.us/j/87620844057?pwd=V01VdUlVQ3lyL3M0TnIsNE9WZ2Q2QT09 Meeting ID: 876 2084 4057 Passcode: ASCE1234 One tap mobile - +13126266799,,87620844057#,,,,*57954135# US (Chicago)			
Officers			
X	Jennifer Schaff (President)	X	Matt Dahlem (Secretary)
X	Danny Xiao (President-Elect)	X	Martin Hanson (Treasurer)
		X	Larry Buechel (Past President)
Directors at Large			
	Mike Arnold	X	Brad Severson
X	Jennifer Hurlebaus	X	Andrew Walters
Branch Directors			
	Corona Woychik (NW)	X	Joe Zellmer (FRV)
	Clint Marchant (SW)	X	Tony Castle (SE)
Standing Committee Chairs			
X	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	(Diversity)		(History and Heritage)
X	Larry Buechel (Panel of Directors-at-Large)	X	Jennifer Schaff (Membership)
X	Jennifer Schaff (Newsletter)	X	Larry Buechel (Nominations)
X	Jennifer Schaff (Yearbook)		Gregory Schroeder (Public Affairs)
Technical Committee/Institute Chapter Chairs			
	Brian Udovich (Construction Institute Chapter)		Laura Gerold/Mark Augustine (Environmental and Water Resources Institute Chapter)
	Emil Bautista (Geo-Institute Chapter)		Harry Farchmin (Management Committee)

	Robert Schumacher (Structures Committee)		Ken Swanson (Transportation and Development Institute Chapter)
Conference Committee Chairs			
X	2021 Annual Meeting (Northwest Branch)		2021 Spring Technical Conference (Fox River Valley Branch)
	2022 Annual Meeting (Fox River Valley)	X	2022 Spring Technical Conference (Southeast Branch)
Others			
X	Jesse Jefferson (Region 3 Governor)	X	Ken Mika (Region 3 Director)
	(Engineers Without Borders)	X	Ken Mika / Jennifer Schaff (Report Card Committee Co-Chairs)
X	Jill Miller/Alyssa Merkle (Impact AMC)	X	Ken Mika (2023 Centennial Year Planning Committee)

1. Welcome (Jennifer Schaff)

Jennifer Schaff called the meeting to order at 3:05 p.m.

2. Consent Agenda (Jennifer Schaff)

a. Financial Report (Martin Hanson) – **Attachment 1**

b. January 2021 Meeting Minutes (attendance revised since meeting minute distribution to note Andy Walters in attendance) (Matt Dahlem) – **Attachment 2**

c. Approve Agenda (Jennifer Schaff)

Danny Xiao moved to accept the consent agenda and attachments as provided. Andy Walters seconded the motion. All in favor, none opposed; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes

4. Old Business

a. Admin Manual, Bylaws, and Constitution Revisions (Larry Buechel)

b. ASCE Wisconsin Section Strategic Plan Update and Revision of Director-At-large Position Duties (Jennifer Schaff/Danny Xiao) – **Attachment 3**

Jennifer provided an overview of the attachment. Larry Buechel has stepped up to do the membership engagement category on page two. We are seeking an individual to work on the programming category of page two. Jennifer Hurlebaus is working to create an annual Section Faculty Advisor Retreat which would set expectations for the year and allow faculty advisors to learn from one another and ensure long-term student success. The Centennial Celebration is being managed by Ken and fundraising efforts and event planning are well underway. Danny suggested video marketing for the Centennial Event and Ken will take it back to the Committee for their consideration.

c. Section Support for Northwest Branch efforts to revitalize member participation (Impact/Corona Woychik/Andy Walters)

Andy will be setting up a series of webinars for the coming year and has purchased a Zoom account for administration. The Branch just had the first Board meeting for some time. A Northwest Branch LinkedIn account has been created and is being managed by Impact and Marty.

d. 2021 Annual Meeting (Andrew Walters)

Andy provided a final verbal report for the Annual Meeting, which was successful. Corona is finalizing the written report.

e. Wisconsin Commercial Building Code Council - Recommended adoption of IBC Chapter 17 - Special Inspection (Andy Walters)

Andy reported that this has been moved through the Council and approved unanimously and is now under review by the Department of Safety and Special Services. Next it will move onto DOA who will oversee enforcement. Remove from future agenda.

f. 2022 Annual Meeting (Joe Zellmer)

Joe Zellmer provided that the committee is currently reviewing virtual versus in-person options. Joe walked through the costs and revenues that the Committee estimates from the two potential venues that they identified.

Marty moved to endorse an in-person 2022 Annual Meeting with the discretion for the venue selection and date left to the planning committee, with a minimum four sessions recorded virtually. Danny seconded the motion. All in favor, none opposed; motion passed unanimously.

5. New Business

- a. UW-Platteville Scholarship- Request for a monetary donation in lieu of flowers in remembrance of Tom for \$1000 (Jennifer Schaff/Martin Hanson)
Jennifer acknowledged the many contributions that Tom provided to ASCE and to civil engineering students over the course of his life. Marty moved for the Section to make a one-time contribution of \$1,000 to Tom Walther's scholarship at UW-Platteville. Larry seconded the motion. All in favor, none opposed; motion passed unanimously.
 - b. OSCES Award / Distinguished Service Award -Naming either the OSCES Award or Distinguished Service Award In honor of Tom Walther for his services to the profession. (Jennifer Schaff/Martin Hanson)
Marty moved to rename the Distinguished Service Award to the Thomas Walther Distinguished Service Award. Joe seconded the motion. All in favor, none opposed; motion carries unanimously. Jennifer will reach out to Tom's son to inform him of the Board's decision. Impact will update materials.
 - c. Treasurer Report and discussion of possible change to business banking institution (Martin Hanson) – **Attachment 4**
BMO Harris has instituted minimums that seem unnecessarily high and Marty recommends finding an alternate banking institution. Matt Dahlem moved to authorize Marty to compare financial institutions, select the best option, and move forward. Joe seconded the motion. All in favor, none opposed, Marty abstained; motion passed.
 - d. Wisconsin Section Awards (Matt Dahlem/Impact)
Darrell provided that the Section will announce and market the awards shortly.
 - e. Outstanding Senior Civil Engineering Student (OSCES) Awards (Darrell Berry) – **Attachment 5**
Darrell recommended that awards be awarded to Eli Trast from UW-Platteville and Gabriela Lukanus.
Marty moved to accept the recommendation of the Awards Committee and award the financial scholarship in the increased amount of \$2,000 to each of the recipients (increased from \$1,000 which has been awarded in years past). On behalf of the Awards Committee, Darrell agreed with the recommendation. Tony seconded the motion. All in favor, Larry opposed, motion passed. Darrell relayed that despite an increased marketing campaign to students and advisors, he was disappointed with the number of nominations – three nominations from six Student Faculty Advisors – and hopes for an increase in the future. Impact will add a task to email Student Chapter Presidents each fall to encourage them to share with their colleagues. Jennifer Hurlbaas will add this topic to her materials for the Faculty Retreat.
 - f. ASCE State Infrastructure Findings and Municipal Strategies and collaboration with ISG and APA-WI – **Attachment 6**
Marty referred to the attachment and provided that Jason is looking to join ASCE and the American Planning Association (APA) to promote urban planning and infrastructure revitalization – and in doing so would like to use the ASCE name. Marty will relay to Jason that he should contact Jennifer and Ken to move forward.
6. Reports (provided as information only)
- a. Branch Reports
 - i. Fox River Valley (Joe Zellmer) – **Attachment 7**
The March meeting featured Neenah Foundry presentation and went well. They are working on scheduling an April meeting to include a tour of the Vulcan Powerplant.
 - ii. Northwest (Corona Woychik)
 - iii. Southeast (Tony Castle) – **Attachment 8**
Tony relayed that the Southeast had February and March events recently and had a few outreach events. They are sponsoring a special award at the Engineering Machine Design

contest this Friday. The STC will be April 8 and is a fully virtual event. Speakers are finalized and registration is open.

- iv. Southwest (Clint Marchant)
- b. Conference Committees
 - i. 2021 Annual Meeting (Northwest Branch)
 - ii. 2022 Spring Technical Conference (Southeast Branch) – **Attachment 9**
 - iii. 2022 Annual Meeting (Fox River Valley Branch)
 - iv. 2023 Spring Technical Conference ()
- c. Standing Committees
 - i. Awards (Darrell Berry) – **Attachment 10**
 - ii. Budget and Finance (Carl Sutter) – **Attachment 11**
Marty relayed that Carl and Marty met last week and the report is pending.
 - iii. Report Card Committee Update (Jennifer Schaff/Ken Mika/Martin Hanson) – **Attachment 12**
Ken was not present at this point but his report provided a request for renaming the committee which would allow for them to continue to do work on the report card for the 2024 release.
Andy moved to rename 2020 Wisconsin Infrastructure Report Card Committee to Wisconsin Infrastructure Advocacy Committee. Jennifer H. seconded the motion. None opposed, motion carries.
 - iv. ASCE Wisconsin Section's 2023 Centennial Year (Ken Mika) – **Attachment 13**
 - v. Membership (Jennifer Schaff)
 - vi. Nominations (Larry Buechel)
 - vii. Panel of Directors-at-Large (Larry Buechel)
 - viii. Public Affairs (Gregory Schroeder)
 - ix. Yearbook (Jennifer Schaff)
- d. Technical Committees/Institute Chapters
 - i. Architectural Engineering (AE) Technical Committee (Larry Buechel)
 - ii. Construction Institute Chapter (Brian Udovich)
 - iii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
 - iv. Geo-Institute Chapter (Emil Bautista)
 - v. Management (Harry Farchmin)
 - vi. Structures (Robert Schumacher)
 - vii. Transportation & Development Institute Chapter (Ken Swanson)
- e. Administrative Management (Impact) – **Attachment 14**

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
April 8, 2022	2022 Spring Technical Conference	8:00 – 4:00	Virtual
May 18, 2022	Board Meeting	3:00 – 5:00	Virtual or Location TBA
July 20, 2022	Board Meeting	3:00 – 5:00	Virtual or Location TBA
September 22, 2022	Board Meeting (may be adjusted according to Annual Meeting scheduling)	3:00 – 5:00	Virtual or Location TBA

TBD	2022 Annual Meeting	8:00am-4:00pm	Virtual or Location TBA
November 16, 2022	Board Meeting	3:00 – 5:00	Virtual or Location TBA

8. Adjourn

Larry moved to adjourn the meeting at 4:40 p.m. Andy seconded the motion. All in favor, none opposed; motion passed unanimously.