

ASCE Wisconsin Section Board of Directors Meeting

Date	Location	Start Time	End Time	Prepared By:
July 18, 2018	Board Meeting - Southwest Strand Associates, Inc. 910 W Wingra Drive Madison, WI 53715	3:00 PM	4:55 PM	Heather Kramer
Next Meeting Date	Location	Next Meeting Time	Est. End Time	
September 20, 2018	Board Meeting – Fox River Valley Fox Cities Exposition Center 355 W. Lawrence St. Appleton, WI 54911	3:00 PM	5:00 PM	

Call-In Meeting Information			
Call in Number	Conference ID	Visual Access	
(866) 748-7637	7160871647	None	
Officers			
x	Justin Bilskemper (President)	x	Jennifer Schaff (Secretary)
x	Jared Wendt (President-Elect)	x	Marty Hanson (Treasurer)
x	Ken Mika (Vice President)	x	Peter Nilles (Past President)
Directors at Large			
x	Larry Buechel		Matt Dahlem
	Jesse Jefferson		Andrew Walters
Branch Directors			
	Kristopher Roppe (NW)		Ryan Betker (FRV)
	Laura Rozumalski (SW)	x	Kyle Bareither (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	Jennifer Bennett (Diversity)		Mark Meyers (History and Heritage)
x	Peter Nilles (Jury of Judges)	x	Jennifer Schaff (Membership)
x	Ken Mika (Newsletter)	x	Peter Nilles (Nominations)
x	Marty Hanson (Webmaster)		Gregory Schroeder (Public Affairs)
		x	Jared Wendt (Yearbook)
Technical Committee/Institute Chapter Chairs			
	Brian Udovich (Construction Institute Chapter)		Laura Gerold/Mark Augustine (Environmental and Water Resources Institute Chapter)
	Mark Meyers / Emil Bautista (Geo-Institute Chapter)		Harry Farchmin (Management Committee)
	Robert Schumacher (Structures Committee)		Ken Swanson (Transportation and Development Institute Chapter)
Conference Committee Chairs			
	Mike Binsfeld (2017 Annual Meeting)	x	Kyle Bareither / Tony Castle (2018 Spring Technical Conference)
	Brad Severson / Joe Zellmer (2018 Annual Meeting)		TBD (2019 Spring Technical Conference)
Others			
	Carl Sutter (Region 3 Governor)		George Ghareeb (Region 3 Director)
	Jess Thayer (Engineers Without Borders)	x	Tom Walther (Report Card Committee Chair)

1. Welcome (Justin Bilskemper) **Meeting called to order at 3:08 pm**
2. Consent Agenda
 - a. Approve Agenda
 - b. Consent Agenda
 - i. Approve May 2018 Meeting Minutes – **Attachment 1**
 - ii. Approve 2018 Year-to-Date Financial Statement/budget – **Attachment 2**
 - iii. Secretary’s Report (Jennifer Schaff)
 - iv. Treasurer’s Report and (Marty Hanson)
 - v. President’s Report (Justin Bilskemper)
 - vi. President Elect’s Report (Jared Wendt)
 - vii. Vice President’s Report (Ken Mika)
 - viii. Region 3 Governor’s Report (Carl Sutter)
 - ix. Region 3 Director’s Report (George Ghareeb)

Larry Buechel moved to approve the consent agenda, Jennifer Schaff seconded the motion; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes
4. Old Business
 - a. Region 3 Assembly - August 17-18, 2018 (Justin Bilskemper) **Ken Mika will be attending.**
 - b. Potential dues increase (Justin Bilskemper) **Attachment 3 The board elected in spring not to increase dues but there has been discussion to generate one large increase. Marty put together an estimate (attachment 3). The board discussed giving conference planning committee's a budget that would include the value (cost) of Impact's services, which would then be incorporated into the price of conference attendees. There would also be encouragement for branches to complete special projects/get together as a "special project allocation".**
 - c. 2018-2019 Election Nominees (Justin Bilskemper) **Doctor Danny Xiao (assistant professor, Platteville) would be willing to take on the director at large position. Justin will connect with him over the summer.**
 - i. Two Directors-at-Large; terms ending for Andy Walters (**Running one more term**) and Larry Buechel
 - ii. Treasurer; term ending for Marty Hanson (**Running one more term**)
 - d. 2018 Presidents and Governors Forum (Justin Bilskemper) **Jared Wendt is planning on attending. He will prepare a stipend request and submit to Marty.**
 - e. SE Branch Practitioner Advisors Update (Larry Buechel) **Identified 5 practitioner advisors, Larry contacted all via email. He received feedback from 1 of the 5, that one being interested in continuing. By the fall, should have one if not two for each student chapter.**
 - f. Dream Big DVDs Update (Justin Bilskemper and Marty Hanson) **Slated to go out at the end of August, early September. Impact to distribute.**
 - g. Admin Manual Update Committee – Section Bylaws and Constitution Updates (Justin Bilskemper) **Bylaws: The board of directors can vote on this in September, after it will go to the Section Membership for a vote. Thereafter, to ASCE National.**
 - h. **Administrative Manual: The board of directors can vote on this in September.**

5. New Business

- a. Report Card Committee Chair Vote (Justin Bilskemper) **Marty Hanson moved to approve the report card committee chair Ken Mika seconded the motion; motion passed unanimously.**
- b. Report Card Committee Discussion (Justin Bilskemper) **Tom Walther accepted the chair position. Justin has had up to 10 people express interest in this committee. Approval will be required from National to get the committee underway, Tom will contact National. Section Board will oversee finding committee members. Section board will be involved often. Tom will have access to teleconferencing software.**
- c. Geo-Institute Chapter Chair Discussion (Justin Bilskemper) **Mark Meyers asked to step down. Emil Bautista expressed interest to take on the chair position. Justin will contact Mark and ask him to send Emil his contact list.**
- d. Award Voting (Justin Bilskemper) **Attachment 4 Jennifer Schaff moved to approve award voting. Marty Hanson seconded the motion; motion passed unanimously.**
- e. Exhibitor Attendee Lists (Justin Bilskemper) **Theresa Davis was in touch with Justin and requested an attendee list for vendors. Discussion: should we offer an opt out to attendees. Conclusion to discussion: Accept request if a vendor asks for the sheet of attendees. Sheet to include only name and company. Attendees should have the option to "opt-out" of vendor attendee list on the registration page of the event.**

6. Reports (provided as information only)

- a. Branch Reports
 - i. Fox River Valley (Ryan Betker) **Attachment 5**
 - ii. Northwest (Kristopher Roppe)
 - iii. Southeast (Kyle Bareither) **Attachment 6 Jared Wendt moved to approve the bylaw changes. Peter Nilles seconded the motion; motion passed unanimously.**
 - iv. Southwest (Laura Rozumalski)
- b. Conference Committees
 - i. 2018 Spring Technical Conference (Kyle Bareither/Tony Castle) **Jared will follow up with Kyle to obtain the status of the financials and final report.**
 - ii. 2018 Annual Meeting (Fox River Valley Branch) **Vendor registration is open now, attendee registration will be open by the end of July.**
 - iii. 2019 Spring Technical Conference (Northwest Branch) **Location chosen: UWEC**
 - iv. 2019 Annual Meeting (Southwest Branch)
- c. Standing Committees
 - i. Awards (Darrell Berry) **Attachment 7**
 - ii. Budget and Finance (Carl Sutter)
 - iii. History and Heritage (Mark Meyers)
 - iv. Jury of Judges (Peter Nilles) **Attachment 8**
 - v. Membership (Jennifer Schaff)
 - vi. Nominations (Peter Nilles)
 - vii. Public Affairs (Gregory Schroeder)
 - viii. Yearbook (Jared Wendt)
 - ix. Webmaster (Marty Hanson)
- d. Technical Committees/Institute Chapters
 - i. Construction Institute Chapter (Brian Udovich)
 - ii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
 - iii. Geo-Institute Chapter (Mark Meyers/Emil Bautista)

- iv. Management (Harry Farchmin)
- v. Structures (Robert Schumacher)
- vi. Transportation & Development Institute Chapter (Ken Swanson)

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
August 17-18, 2018	Region 3 Assembly	TBD	Chicago, IL
September 20, 2018	Board Meeting - Fox River Valley	TBD	Fox Cities Exposition Center, Appleton
September 21, 2018	Annual Meeting	TBD	Fox Cities Exposition Center, Appleton
September 23-24, 2018	Presidents and Governors Forum	---	ASCE World Headquarters in Reston Virginia

8. Adjourn **meeting was adjourned at 4:55pm**