

ASCE Wisconsin Section Board of Directors Meeting Agenda

Date	Location	Start Time	End Time
March 13, 2019	Krech Ojard & Associates, Inc. 101 Putnam Street, 2 nd Floor Eau Claire, Wisconsin 54703	3:00 PM	5:00 PM
Next Meeting Date	Location	Next Meeting Time	Est. End Time
May 2019	Board Meeting – Fox River Valley	TBD	

Call-In Meeting Information			
Call in Number	Conference ID	Visual Access	
866-300-0499	1234#	https://global.gotomeeting.com/join/396040325	
Officers			
X	Jared Wendt (President)	X	Jennifer Schaff (Secretary)
X	Ken Mika (President-Elect)	X	Martin Hanson (Treasurer)
		X	Justin Bilskemper (Past President)
Directors at Large			
	Matt Dahlem		Jesse Jefferson
X	Danny Xiao	X	Andrew Walters
Branch Directors			
X	Kristopher Roppe (NW)		Cory Thomson (FRV)
	Harry Tran (SW)	X	Larry Buechel (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	Vacant (Diversity)		Mark Meyers (History and Heritage)
X	Justin Bilskemper (Jury of Judges)	X	Jennifer Schaff (Membership)
	Ken Mika (Newsletter)	X	Justin Bilskemper (Nominations)
X	Jared Wendt (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			
	Terry Armstrong / Kelly Greuel (2019 Annual Meeting)		Evan Berglund (2019 Spring Technical Conference)
	2020 Annual Meeting (TBD)		2020 Spring Technical Conference (TBD)
Others			
	Ken Mika (Region 3 Governor)		Carl Sutter (Region 3 Director)
	Jess Thayer (Engineers Without Borders)		Tom Walther (Report Card Committee Chair)

1. Welcome (Jared Wendt)

**The meeting was called to order at 3:05 p.m.
Items 5f and 5g were added to the agenda.**

2. Consent Agenda

- a. Approve Agenda
- b. Consent Agenda
 - i. Approve January 2019 Meeting Minutes
 - ii. Approve Year-to-Date Financial Statement – **Attachment 1**
 - iii. Secretary’s Report (Jennifer Schaff)
 - iv. Treasurer’s Report and (Martin Hanson)
 - v. President’s Report (Jared Wendt)
 - vi. President Elect’s Report (Ken Mika)
 - vii. Region 3 Governor’s Report (Ken Mika)
 - viii. Region 3 Director’s Report (Carl Sutter)

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

3. Consent Agenda Items Requiring Individual Votes

None.

4. Old Business

- a. Branch Allocation discussion (Martin Hanson) – **Attachment 2**
Jared introduced the attached Branch Allocation document. Marty provided that:
 - **Green numbers on the first page were devised last year, and flow through to pages 2 and 3**
 - **Orange highlighted numbers are the enrollment numbers provided by the Society.****Justin made a motion to approve the disbursement motion summary. Andy seconded the motion; motion passed unanimously. Marty and Jill will coordinate check distribution.**
- b. Wisconsin Section Accounting (Martin Hanson)
The Wisconsin Section received approval for a TechSoup nonprofit subscription and received a QuickBooks Online license for \$50 annually. Marty has converted the past three years data and it has gone smoothly. He expects improved efficiencies moving forward.
- c. 2017 - 2018 Yearbook Update (Jared Wendt / Jill Miller)
The 2017-2018 Yearbook has been distributed.
- d. UW-Green Bay Student Chapter (Jennifer Schaff / Ken Mika) – **Attachment 3**
Jennifer provided that the UWGB ASCE Chapter continues to form – additional detail is included in attachment.
- e. Notice of Individual Merit and Engineering Achievement Awards (Ken Mika)
- f. 2019 SE Branch YMG Brewers Tailgate Event (Jared Wendt/Larry Buechel)
The Southeast YMG requested Section approval for up to \$395 to assist with the expense of the Annual Brewers Tailgate event. The event is estimated to cost approximately \$2,000 in total. Marty provided that we do have \$500 allocated to YMG that hasn’t yet been distributed. Larry moved to have the Wisconsin Section reimburse the Southeast YMG up to \$395 in expenses associated with the Brewers tailgate event. Justin seconded the motion; motion passed unanimously.
- g. 2019 Southeast Branch Golf Scholarship Tournament (Larry Buechel)

The Southeast Branch requested that the Wisconsin Section be a wristband sponsor for the 2019 Southeast Branch Golf Scholarship Tournament. Last year, the Section served as wristband sponsor at the \$500 level.

Kris motioned to sponsor the Southeast Branch's Scholarship Tournament at \$500 as the wristband sponsor. Andy second the motion; motion passed.

- h. 2019 Workshop for Section and Branch Leaders (WSBL) in Dallas, TX on February 8-9 (Ken Mika / Jennifer Schaff)

Jennifer and Andy provided that the event was very valuable and provided an overview. Jennifer felt that the keynote presentations and report card workshop were especially helpful.

- i. 2019 Legislative Fly-in March 12-14 (Jared Wendt)

Carl Sutter, Bob Bryson, Tony Castle and Greg Schroeder are currently in attendance.

- j. 2020 ASCE National Concrete Canoe Competition: UW-Platteville applying to host
UW-Madison is also applying to host the national competition, and is already confirmed hosting the regional. The Society is still in the process of evaluating candidates. Wisconsin will be well-represented regardless of outcome.

- k. Admin Manual Update Committee – Section Bylaws and Constitution Updates (Ken Mika)

- l. Wisconsin Section dues increase (Martin Hanson)

Section dues increased was announced in the newsletter; no feedback received to date.

5. New Business

- a. 2019 Outstanding Senior Civil Engineering Student Awards (Jennifer Schaff)

Four nominations were received, and the two selected award recipients will be announced at the Conference tomorrow. One of those students – Sam Hovde – will be in attendance, and will receive his award and check in-person.

Jennifer motioned to approve the 2019 Outstanding Senior Civil Engineering Student Awards, along with checks in the amount of \$1,000, per the administrative manual guidance. Larry seconded the motion; motion passed.

- b. Leader Training Committee Resources – Informational (Jennifer Schaff) – **Attachment 4**

- c. Tiffany Bridge as ASCE National Landmark (Justin Bilskemper) – **Attachment 5**

Justin will reach back out to Jim to request information to be included in the May newsletter, and to keep us updated.

- d. Reimbursement Form (Jennifer Schaff)

Tabled for next meeting.

- e. ASCE Archive Files (Jill Miller on behalf of Ken Mika) – **Attachment 6**

Jill and Ken requested Board feedback on creating a link on the Section website to Section archives, as well as their level of interest in scanning in physical files at Marquette to be housed in one spot. Jared requested that the rest of the board consider this and we revisit in future discussions.

Jill will provide the Board with the volume of paper that they house, and what kind of materials they regularly collect.

- f. CBS Squared Requested Posting regarding FAA (Jared Wendt)

CBS has requested that we publish their press release in the Section newsletter – Jared will relay that it is not our policy to publish press releases.

- g. WSPE Advertising Requests (Jared Wendt)

Fred at WSPE has requested to promote the WSPE Discovery Conference (May) at the Spring Tech Conference tomorrow, in return for us to plug one of our conferences at their future events. We will allow this.

6. Reports (provided as information only)

- a. Branch Reports
 - i. Fox River Valley (Cory Thompson)
 - ii. Northwest (Kristopher Roppe)
 - iii. Southeast (Larry Buechel) – **Attachment 7**
 - iv. Southwest (Harry Tran) – **Attachment 8**
 - b. Conference Committees
 - i. 2019 Spring Technical Conference (Northwest Branch)
Tomorrow’s conference has approximately 115 attendees confirmed. Working with UW-Eau Claire has been very easy compared with previous venues. The only concern Andy has is the distance of the parking lot to the venue.
 - ii. 2019 Annual Meeting (Southwest Branch)
They’ve secured venue, and are in the process of coordinating speakers and food selections. The conference has been scheduled for October 4 at the Crown Plaza.
 - c. Standing Committees
 - i. Awards (Darrell Berry)
Darrell will not be at the STC tomorrow; Jared will hand out awards.
 - ii. Budget and Finance (Carl Sutter)
 - iii. Diversity (VACANT)
 - iv. History and Heritage (VACANT)
 - v. Jury of Judges (Justin Bilskemper)
 - vi. Membership (Jennifer Schaff)
 - vii. Nominations (Justin Bilskemper)
 - viii. Public Affairs (Gregory Schroeder)
 - ix. Report Card Committee Discussion (Jennifer Schaff / Ken Mika)
They are in the process of scheduling preliminary meetings.
 - x. Yearbook (**updated from Jared Wendt to Ken Mika**)
 - 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 (Emil Bautista)
 - iv. Management (Harry Farchmin)
 - v. Structures (Robert Schumacher)
 - vi. Transportation & Development Institute Chapter (Ken Swanson)
 - e. Administrative Management (Jill Miller) – **Attachment 9**
7. Schedule Next Meeting/Relevant Dates
Jared will coordinate the next Section Board Meeting in May in the Fox River Valley Branch and communicate arrangements with the Board.

Date	Meeting - Branch Host	Time	Location
March 14, 2019	Spring Technical Conference	---	University of Wisconsin – Eau Claire
May 2019	Fox River Valley	TBD	Fox River Valley
July 2019	Board Meeting	TBD	Southeast
August 2019	Region 3 Assembly	---	Green Bay, Wisconsin
September 2019	Board Meeting – Prior to the Annual Meeting	TBD	Southwest
September 2019	Annual Meeting	---	Southwest
September 22-23, 2019	President and Governors Forum	---	Reston, VA

8. Adjourn
Meeting adjourned at 5:27.