

ASCE Wisconsin Section Board of Directors Meeting Minutes

Date	Location	Start Time	End Time	Prepared By:
November 14, 2018	Jacobs 135 South 84 th Street, Suite 400 Milwaukee, WI	3:00 PM	5:00 PM	Jill Miller
Next Meeting Date	Location	Next Meeting Time	Est. End Time	
January 16, 2019	Strand Associates 910 W Wingra Drive Madison, WI 53715	3:00 PM	5:00 PM	

Call-In Meeting Information			
Call in Number	Conference ID	Visual Access	
+1 (469) 214-8538	87631926	https://meet.lync.com/jacobsengineering/jared.wendt/B2N31KJH	
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			
X	Matt Dahlem		Jesse Jefferson
	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)
X	Jennifer Bennett (Diversity)		Mark Meyers (History and Heritage)
X	Justin Bilskemper (Jury of Judges)	X	Jennifer Schaff (Membership)
X	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			
	Brad Severson / Joe Zellmer (2018 Annual Meeting)		Kyle Bareither / Tony Castle (2018 Spring Technical Conference)
	Terry Armstrong / Kelly Greuel (2019 Annual Meeting)		Evan Berglund (2019 Spring Technical Conference)
Others			
X	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) **Meeting called to order at 3:04 p.m.**
2. Consent Agenda
 - a. Approve Agenda
 - b. Consent Agenda
 - i. Approve September 2018 Meeting Minutes
 - ii. Approve End-of-Year Financial Statement for Board Approval – **Attachment 1**
 - iii. 2018 Year-to-Date Financial Statement – **Attachment 2**
 - iv. Secretary’s Report (Jennifer Schaff)
 - v. Treasurer’s Report and (Martin Hanson)
 - vi. President’s Report (Jared Wendt)
 - vii. President Elect’s Report (Ken Mika)
 - viii. Region 3 Governor’s Report (Ken Mika)

Ken Mika moved to approve the consent agenda. Jennifer Schaff seconded the motion; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes
 - a. Region 3 Director’s Report (Carl Sutter) – **Attachment 3**

Jared highlighted key items from the report including the following: The Society voted to increase the number of free PDH’s available to members from 5 to 10; the Section will announce this via newsletter once ASCE releases a formal announcement. The 2019 Region 3 Assembly has been scheduled for August in Green Bay.
4. Old Business
 - a. Potential Dues Increase for 2019-2020 (Jared Wendt)

In an effort to cover increased operational costs for the Section, Jared proposed a \$20 increase in the cost per membership to be affective FY19-20. Any increase in membership dues will be clearly communicated to members in advance, highlighting the value of membership. Discussion ensued regarding the appropriate amount of increase and the number of Section members. Jared requested a decision be made prior to Spring Tech Conference so that any increase can be communicated at that time, as well as before budget approval. Justin and Marty will collaborate to provide a breakdown of membership at the \$20 level – a pie chart to be reviewed at January meeting.
 - b. 2018 Presidents and Governors Forum (Jared Wendt)

Jared and Ken were in attendance representing the Wisconsin Section. One idea that Jared liked from the conference was a Thank You letter sent to volunteers and/or their employers; he has obtained a template for this.

Society notes: There is a rebranding initiative underway to move away from the previous “Raise the Bar” tagline.
 - c. Dream Big DVDs and Letter Update (Justin Bilskemper and Martin Hanson)

DVD’s are scheduled to be shipped by early November.
 - d. Admin Manual Update Committee – Section Bylaws and Constitution Updates (Ken Mika)

Admin Manual updates are still under Society review and an additional update is expected in January.
 - e. Report Card Committee Discussion (Jared Wendt)

Committee formation continues: Structurally, Jennifer and Ken will be co-chairs and have Vice Chairs run different groups. The priority at this point is compiling a strong strategic team, with a Society training slated for October 2019 and an estimated September 2020 release date. Justin will send his list of parties who have expressed interest in joining the committee to Ken and Jennifer. In Jared's President's Letter for the newsletter, he will announce the committee co-chairs and solicit committee volunteers.

5. New Business

- a. 2018 Annual Meeting Survey Feedback (Joe Zellmer) – **Attachment 4**
The board briefly reviewed the provided feedback. It might be worthwhile to bring back award recipients as presenters for future meetings. An additional recommendation is to increase Wisconsin Section presence by either providing a session which includes the vision of the board, or hosting a table so that Section board members can speak with members.
- b. 2019 WSBL in Dallas, TX on February 8-9 – **Attachment 5**
Jennifer will attend the WSBL as a representative of the Section and Andy will attend as a representative from the Northwest branch.
- c. 2019 Legislative Fly-in March 12-14 – **Attachment 6**
Jennifer Schaff and Marty will apply to attend on behalf of the Section.
- d. 2020 ASCE National Concrete Canoe Competition: UW-Platteville applying to host
UW-Platteville is preparing a proposal to host the competition, to be submitted this week.
- e. Additional Items

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**
Larry provided an overview of his provided report.
 - iv. Southwest (Harry Tran)
Justin provided an overview of recent Southwest Branch activities.
- b. Conference Committees
 - i. 2018 Annual Meeting (Fox River Valley Branch)
Jared will reach to congratulate the FRV on a successful Annual Meeting and request a post-event report.
 - ii. 2019 Spring Technical Conference (Northwest Branch)
Event date and venue have been identified, and the Committee is now in the process of identifying a keynote speaker.
 - iii. 2019 Annual Meeting (Southwest Branch)
Committee members have been identified and potential venues are under consideration. The next goal is to review keynote and plenary speakers.
- c. Standing Committees
 - i. Awards (Darrell Berry)
 - ii. Budget and Finance (Carl Sutter)
 - iii. History and Heritage (VACANT)
 - iv. Jury of Judges (Justin Bilskemper)
 - v. Membership (Jennifer Schaff)
Larry requested member density information to be able to maximize membership attendance at local meetings. Heat map was referenced and distributed.

- vi. Nominations (Justin Bilskemper)
Justin provided an overview of offices open for election. Jesse Jefferson and Matt Dahlem are both up for reelection. Justin will be contemplating candidates for the President Elect for upcoming years.
- vii. Public Affairs (Gregory Schroeder)
- viii. Yearbook (Jared Wendt)
Jared will be working with Jill in coming weeks to get Yearbook up and running.
- 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) - Nomination of Professor David A. Noyce for James Laurie Prize – **Attachment 8**
- e. Administrative Management Report

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
January 16, 2019	Strand Associates	3:00 – 5:00 pm	Southwest
February 8-9, 2019	Multi-Region Leadership Conference	TBD	Westin Dallas Park Central Dallas, TX
March 12-14, 2019	ASCE Legislative Fly-In	---	Washington, D.C. and Arlington, VA
March 13, 2019	Board Meeting – Prior to the Spring Technical Conference	TBD	Northwest
March 14, 2019	Spring Technical Conference	TBD	UW-Eau Claire
May 2019	Board Meeting – Host TBD	TBD	Fox River Valley
July 2019	Board Meeting – Host TBD	TBD	Southeast
August 2019	Region 3 Assembly	TBD	Green Bay, Wisconsin
September 2019	Board Meeting – Prior to the Annual Meeting	TBD	Southwest
September 2019	Annual Meeting	TBD	Southwest
September 22-23, 2019	President and Governors Forum	TBD	Reston, VA

8. Adjourn - **The meeting was adjourned at 5:10**