

ND ASCE SECTION BOARD AGENDA

Friday, June 19, 2026 – 12:00 PM-13:00 PM

Virtual

Call to Order and Welcome: Betsy Seaver

Introductions: All (name, role, background)

Approval of Agenda:

Motion: Zach Cormican moved to approve the agenda

Second: Sattar Dorafshan

Motion carried.

Approval of Minutes: May 2026 Minutes

The Board reviewed the May 2026 meeting minutes. Betsy noted that the minutes template has been updated to include approved motions and action items, along with a new tracking spreadsheet identifying responsible leads and target completion dates.

Motion: Zach Cormican moved to approve the May 2026 meeting minutes.

Second: Jerath

Motion carried.

Financial Report: Treasurer Vida Atashi

- Vida presented her first Treasurer's Report with assistance from Zach Cormican.
- The section remains in a healthy financial position, with section remittances progressing as expected for mid-year.
- The Joint ASCE/NDSP Meeting generated slightly less revenue than budgeted but also incurred lower expenses, resulting in a small positive return.
- National reimbursement for Zach's Legislative Fly-In has been received, and an additional reimbursement related to Saber is expected.
- Student chapter support previously approved has been distributed.
- Current bank balance is approximately **\$20,499**, with no outstanding checks.

Announcements: No formal announcements were presented.

Continuing Business:

- Monthly Task Review (BS)
 - The Board reviewed outstanding action items and assigned leads where needed.
 - The chapter reserves/return-on-investment discussion will remain an ongoing agenda item, with Zach serving as lead and providing recommendations at a future meeting.
 - Planning for the Annual Meeting will begin earlier this year, with discussion resuming at the August meeting.
 - Additional student support for national competitions will also be revisited in August.
 - Future discussion regarding section dues will be added to the annual task calendar so it will be addressed before the National deadline next spring.
- Website update (BS/YJ)
 - Website updates are pending while Youjin is on vacation.

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- New board member information, meeting minutes, and photos will be uploaded once available.
- Zach shared several website improvements, including:
 - Updating outdated committee and board information.
 - Refreshing awards and life member pages.
 - Replacing outdated links and documents.
 - Updating newsletters and Report Card references.
 - Adding meeting links and improving the events calendar.
- Alexa noted that the website calendar may automatically sync with the shared Google Calendar if meeting invitations are sent to the section Gmail account.
- Betsy and Zach will schedule a meeting with Youjin to review additional website improvements.
- Contact with student chapters (SJ)
 - Sattar provided contact information for the new UND Student Chapter leadership and will continue serving as faculty advisor.
 - Nathaniel confirmed that Mija Yang remains the NDSU faculty advisor.
- Spring Student Donations (ZC)
 - The Board agreed to postpone spring student chapter donations until August when students return to campus.
 - Student chapter support and fall student awards will be coordinated together.

New Business

- ASCE Collaborate - North Dakota Section (ZC)
 - Zach demonstrated the ASCE Collaborate platform and highlighted its capabilities for communication, member engagement, event promotion, and document sharing.
 - Board members serve as community administrators and can update profiles, post events, and communicate with section members.
 - The Board discussed using Collaborate alongside the chapter website to advertise future events.
- Outreach / Lunch and Learn Events (ZC/BS)
 - The Board discussed expanding professional development opportunities throughout the state.
 - Discussion included:
 - Continuing the traditional Lunch and Learn program while exploring additional networking-style events hosted in informal venues.

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- Piloting smaller "Civil Brew" style networking events before expanding statewide.
- Hosting approximately two Lunch and Learn events each year.
- Selecting ethics as a potential fall presentation topic to align with PE continuing education requirements.
- Considering presenters from National ASCE, including Tara Hoke and Rebecca Bowman, particularly on Ethics
- Beginning event promotion earlier to improve attendance.
- Continuing to welcome non-members to encourage membership growth.

On Hold Business

- No motions or action items discussed.

Student Chapter updates

- NDSU- Nathaniel Angus / Zach
 - Nathaniel Angus reported that Miji Yang continues to serve as faculty advisor.
 - Advisor and leadership contact information will be updated.
- UND - Andrew Skov / Sattar
 - Andrew Skov has been identified as the incoming Student Chapter President.
 - Sattar will continue serving as faculty advisor.
 - No additional updates were provided regarding the Western Great Lakes Student Symposium.

Committee Chair Reports:

- Volunteer – Alexa / Mahmut: No report
- Continuing Education – Armstrong: No report
- Membership/Social – Open Position: No report
- Advocacy Captain / Report Card – Grant and Innocent: No report
- Webmaster/Social Media – Youjin: No report; Website to be updated

Adjourn 12:59 PM

Approved Motions:

- Approved the June 19, 2026 meeting agenda.
- Approved the May 2026 Board Meeting minutes.

Action Items:

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Action Item	Lead Person
Update website; meeting with Zach & Betsy	Youjin
Student donations – revisit in August	Zach
Keep chapter reserves/ROI discussion on future agendas and develop recommendations.	Zach
Add annual section dues discussion to the task calendar prior to National deadlines	Betsy
Contact ethics presenters (Tara Hoke and Rebecca Bowman) regarding fall Lunch & Learn availability.	Zach
Begin planning and advertising fall Lunch & Learn events in late summer.	Zach/Betsy