

ASCE Wisconsin Section Board of Directors Meeting November Minutes

This Meeting	Location	Start Time	Est. End Time
November 20, 2024	Virtual	3:00 PM CT	5:00 PM CT
Next Meeting	Location	Start Time	Est. End Time
January 15, 2024	Virtual	3:00 PM CT	5:00 PM CT

Dial-In Meeting Information			
Meeting ID meet.google.com/qtn-occm-mmd			
Edit			
Phone Numbers (US)+1 262-607-9067			
PIN: 648 771 060#			
More phone numbers			
Officers			
X	Brad Severson (President)	X	Zoey Meyers (Secretary)
X	Seth Johnson (President-Elect)	X	James Epperson (Treasurer)
	Matt Dahlem (Past President)		
Directors at Large			
X	Tony Castle	X	Daniel Witter
X	Richard Schneider		Kris Roppe
Branch Directors			
X	Corona Woychik (NW)	X	Luke Siebert (FRV)
X	Ann Thielman (SW)	X	Caleb Manske (SE)
Standing Committee Chairs			
X	Dave Sonne (Awards)		Carl Sutter (Budget and Finance)
	(Diversity)		(History and Heritage)
	Matt Dahlem (Panel of Directors-at-Large)		Matt Dahlem (Membership)
	Brad Severson (Newsletter)		Matt Dahlem (Nominations)
	Brad Severson (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)		Jaime Hernandez (Transportation and Development Institute Chapter)
Conference Committee Chairs			
	2024 Spring Technical Conference (Fox River Valley Branch)		2024 Annual Meeting (Southeast Branch)
	2025 Spring Technical Conference (Southwest)		2025 Annual Meeting (Northwest Branch)
Others			
	Jesse Jefferson (Region 3 Governor)		Ken Mika (Region 3 Director)
	Kevin Frost (Engineers Without Borders)		Ken Mika / Zoey Meyer (Report Card Committee Co-Chairs)
X	Erin Vincent (Core AMC)		

Corresponding documents, as well as this agenda, can be found on the Google Drive:

1. Welcome (Brad Severson)
2. Consent Agenda (Brad Severson)
 - a. September Meeting Minutes (Brad Severson) - [Attachment 2a](#)
Motion to approve Consent Agenda made by Tony Castle/ 2nd by Seth Johson/ All in Favor Motion Carried
3. Old Business
 - a. Financial Report (James Epperson) - [Attachment 3a](#)
 - Report looks at beginning of FY to November 2024
 - Not much new to report
 - No questions from the Board
 - **Motion to Approve the Financial Report made by Richard Schneider/ 2nd by Tony Castle/ All in Favor Motion Carried**
4. New Business
 - a. Awards Committee Status Report – David Sonne
 - Awards Committee Chair is now David Sonne.
 - Continue to follow up and get nominations for OSCES Awards
 - Early 2025 - start soliciting nominations for Individual and Project Awards.
 - b. Report Card Update (Ken Mika or Zoey Meyers)
 - Report card process is wrapping up
 - Next report card 2028
 - c. 2024 – 2025 Budget (James Epperson) - [Draft Budget](#)
 - Similar to last year - no drastic changes
 - Conservative on National Society allotments (they have been decreasing historically)
 - Goal is for conferences to break even or make some profit to cover admin costs.
 - Scholarships - budgeted for 2 \$2000 Awards
 - Grants to student chapters are allotted a higher amount in anticipation of upcoming student competitions that may need a sponsorship.
 - NW Chapter will not need their line item for admin cost
 - Microsoft not needed - transitioned to Google.
 - Richard has some concerns about income.
 - Pressure on Sections to recruit new members
 - **Motion to approve the budget made by Tony Castle/ 2nd by Corona Woychik/ All in Favor Motion Carries**
 - d. Signers on Financial Accounts
 - US Bank account is main bank account
 - Fidelity Money Market Account (gaining 4.5% interest)
 - Current signers are Marty and Brad. Should be moved to James and Zoey.
 - Money will have to be moved out of the Fidelity account to change signers.
 - James suggests looking to move the Fidelity account to another investment product.
 - **Motion made by James Epperson to close the Fidelity account and transfer funds temporarily to Brad or Martin’s personal account before being moved to the US Bank Account. / 2nd by Rich Schneider/ All in Favor Motion Carries**
 - Marty and Brad will take care of the process of transferring the funds.

- e. Close WI Section Paypal Account
 - Account was only used for the Report Card project and the Centennial Celebration.
 - **Motion made by Corona Woychik to close the Section Paypal account/ 2nd Richard Schneider/ All in Favor Motion Carries**
 - f. Updates to Admin Manual - addition of AMC Staff (mostly affects Secretary position)- Working Draft
 - Erin and Zoey will schedule a call to discuss and edit.
 - g. January Newsletter:
<https://docs.google.com/document/d/10urXCnlmyz-DsLT8ADEoqjInBzua0RrO0qDeYu7QOQA/edit?usp=sharing>
 - If anyone has any content please forward by early December.
5. Reports (provided as information only)
- a. Branch Reports
 - i. Fox River Valley (Luke Siebert) - FRV Branch Report - November
 - ii. Northwest (Corona Woychik) - NW Branch Report - November
 - Any restrictions on dates for Annual Meeting? Let the board know.
 - iii. Southeast (Caleb Manske) - SE Branch Report - November
 - Annual Meeting report coming soon
 - Box of meeting supplies for SW Section for the Spring Tech Conference
 - 3 new board members but no President so Caleb Manske will serve.
 - iv. Southwest (Ann Thielmann) - SW Branch Report - November
 - Scholarships at Platteville
 - Math Counts and Badger Hockey Game in February.
 - Richard commented that some members miss the monthly member meetings.
 - What can be done to enhance face-to-face networking?
 - Ann said attendance at these events is very low and they don't make sense financially.
 - Thinking about trying some site visits.
 - Brad encouraged getting members together in person.
 - Luke suggested that neighboring sections swap lists to make the group of possible attendees larger.
 - b. Conference Committees
 - i. 2025 Spring Technical Conference (Southwest Branch)
 - Venue and Budget should be set before Thanksgiving (likely 4/11/25 at the Sheraton in Madison).
 - Look for ways to increase registration
 - Next Steps: Keynote Speaker and coordinating with other tech committees for speakers.
 - ii. 2025 Annual Meeting (Northwest)
 - Setting date and location soon - waiting for pricing
 - Possible locations UW Eau Claire and the LaCrosse Center
 - c. Standing Committees
 - i. Awards (TBD)
 - ii. Budget and Finance (Carl Sutter)
 - iii. Wisconsin Infrastructure Advocacy Update (Jennifer Schaff/Ken Mika/Martin Hanson)
 - iv. Membership (Matt Dahlem)
 - v. Nominations (Matt Dahlem)
 - vi. Panel of Directors-at-Large (Matt Dahlem)
 - vii. Public Affairs (Gregory Schroeder)

- viii. Election (Matt Dahlem)
- ix. Yearbook (Seth Johnson)

- 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 (Jaime Hernandez)

- e. Administrative Management (Core) - [Attachment 5e](#)

- 6. Schedule Next Meeting/Relevant Dates
 - [Next meeting January 15, 2025. Possible in -person meeting in March ahead of the Spring Tech Conference.](#)

Date	Meeting	Time	Location
January 15, 2025	Board Meeting	3:00 – 5:00	Virtual
March 19, 2025	Board Meeting	3:00 – 5:00	Virtual
TBD	Spring Tech Conference		TBD
May 21, 2025	Board Meeting	3:00 – 5:00	Virtual
July 16, 2025	Board Meeting	3:00 – 5:00	Virtual
September 17, 2025	Board Meeting	3:00 – 5:00	Virtual
TBD	Annual Meeting		TBD

- 7. Adjourn
 - [Motion to Adjourn made by Richard Schneider/ 2nd James Epperson/ All in Favor Motioned Carried.](#)