

ASCE Wisconsin Section Board of Directors Meeting Agenda

Date	Location	Start Time	End Time
January 15, 2020	American Engineering Testing 4203 Schofield Avenue, Suite 1 Schofield, WI 54476	3:00 PM	5:00 PM
Next Meeting Date	Location	Next Meeting Time	Est. End Time
April 2, 2020	Blue Harbor Resort (725 Blue Harbor Dr, Sheboygan, WI 53081) or somewhere in Sheboygan, WI	3:00 PM	5:00 PM

Call-In Meeting Information			
Call in Number	Conference ID	Visual Access	
605 313-5667	480163#	https://join.freeconferencecall.com/ascewisconsin	
Officers			
X	Ken Mika (President)	X	Jennifer Schaff (Secretary)
X	Larry Buechel (President-Elect)	X	Martin Hanson (Treasurer)
		X	Jared Wendt (Past President)
Directors at Large			
	Gary Amel		Danny Xiao
X	Andrew Walters	X	Tom Walther
Branch Directors			
	Corona Woychik (NW)		Ryan Trzinski (FRV)
	Ann Thielmann (SW)		Kyle Bareither (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	Jennifer Bennett (Diversity)		(History and Heritage)
X	Jared Wendt (Jury of Judges)	X	Jennifer Schaff (Membership)
X	Larry Buechel (Newsletter)	X	Jared Wendt (Nominations)
X	Larry Buechel (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)		2020 Spring Technical Conference (Matt Dahlem)
	2020 Annual Meeting (TBD)		2021 Spring Technical Conference (TBD)
Others			
X	Ken Mika (Region 3 Governor)		Carl Sutter (Region 3 Director)
	Jess Thayer (Engineers Without Borders)	X	Ken Mika / Jennifer Schaff (Report Card Committee Co- Chairs)
X	Jill Miller (Impact)		

1. Welcome (Ken Mika)

Ken Mika called the meeting to order at 3:03 p.m.

2. Consent Agenda (Ken Mika)

- i. Approve Agenda (Ken Mika)
- ii. Approve November 2019 Meeting Minutes (Jennifer Schaff)
- iii. Secretary's Report (Jennifer Schaff)
- iv. Treasurer's Report (Martin Hanson) – **Attachment 1**
- v. President's Report (Ken Mika)
- vi. President Elect's Report (Larry Buechel)
- vii. Region 3 Governor's Report (Ken Mika)
- viii. Region 3 Director's Report (Carl Sutter)

Tom Walther requested that the Treasurer's Report be removed for discussion. Larry Buechel moved to approve the amended consent agenda. Andy Walters seconded the vote. All in favor (6), none opposed; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes

Treasurer's Report: Tom Walther requested clarification on registration fees for the Region Three Assembly and an expense relating to the report card, for which Martin Hanson provided clarification. He commended membership dues on being 19% over estimated for current year; Martin Hanson agreed and noted that he didn't see any negative reactions to the recent increase in the cost of membership dues.

Tom Walther moved to approve the Treasurer's Report, and Jared seconded the motion. All in favor (6), none opposed; motion passed unanimously.

4. Old Business

- a. ASCE Wisconsin Section's 2023 Centennial year (Ken Mika) – **If anyone is interested in leading the charge, please let Ken Mika know.**
- b. STEM Expo Sponsorship (Jared Wendt/Ken Mika) – **Attachment 2**
Jared Wendt relayed that the Section has persisted in asking the Southeast Branch Younger Member Group for their prior financial statements to verify the need for sponsorship. This information was provided immediately following the event in November 2019, and attachment 2 shows their budget and account information. Event sponsorship was contingent on the provision of this information. Ken Mika expressed his concern that the administering member of this and related STEM events is now a lapsed member.
Martin Hanson moved to pay the YMG the sponsorship fee of \$500 that was previously approved by the Board and reevaluate ASCE's decision to sponsor future SE YMG events. Jennifer Schaff seconded the motion. Five in favor, one opposed; motion passed by majority.
- c. Proposed Interior Design Legislation - SB 303 & AB 324 (Martin Hanson)
No updates. Andy Walters relayed that he's heard that ACEC has taken a neutral stance since the most recent modification of the proposed bill.

- d. UW-Green Bay Student Chapter (Jennifer Schaff/Ken Mika)
The student chapter was not approved due to membership requirements. The Society has given them an extension for re-submission with a February deadline, and the students are in the process of gathering these items.
 - e. Membership Survey (Jennifer Schaff)
No updates.
 - f. ASCE Records Retention Policy (Jennifer Schaff/Ken Mika)
Martin Hanson will review the policy that Ken provided and provide feedback by the April 2 meeting. The Section will run the Call for Assistance in the February newsletter.
 - g. Interaction between Sections and Branches – MN ASCE Members (Jennifer Schaff)
Jennifer Schaff met with Ariel from the Minnesota Section about opening communication, and they believe that we would either have to expand our newsletter to non-members or use social media. Tom Walther suggested including offering the MN Section a link to the website newsletter landing page for them to access our newsletters and vice versa. Jennifer Schaff will speak with Ariel about that this week.
 - h. Establishment of an ASCE Architectural Engineering (AE) Technical Committee or AE Institute Chapter in the Wisconsin Section (Larry Buechel)
Larry Buechel provided that no formal action has been taken, and he is awaiting feedback from the individuals interested in pursuing this.
 - i. Additional Revenue (Ken Mika)
Ken Mika reported that the Society didn't have comments on the stock's idea presented. Tom Walther moved that we table this option; Andy Walters seconded the motion. All in favor (6), none opposed; motion passed unanimously.
 - j. Report Card (Jennifer Schaff/Ken Mika)
Jennifer Schaff relayed that all chapters have been submitted to the Society except Roads. The Committee is exploring some public relations options. The release date may change, based on the advice of the PR firms. The first fundraiser for the Report Card Release will be January 28 in Green Bay; please attend and share the event with your network and employer! A Milwaukee event is in the process of being confirmed for March 3.
 - k. University of Wisconsin – Madison 2020 Great Lakes Student Competition and National Concrete Canoe Competition – Wisconsin Section Sponsorship Opportunity (Ken Mika) – **Attachment 3**
Ken Mika brought the attached Thank You note to the attention of the Board.
5. New Business
- a. Follow-up on Wisconsin initiative for climate change impacts infrastructure working group (Ken Mika)
Tom Walther offered to attend the upcoming meeting in Madison on behalf of the Section and the Board expressed their acceptance and gratitude.
 - b. 2020 Notice of Individual Merit and Engineering Achievement Awards (Jennifer Schaff)
Jennifer Schaff will be sending information to membership in the coming months. Ken Mika noted that it would be nice to have nominations for the journalism award, which hasn't been awarded in years.
 - c. 2020 Outstanding Senior Civil Engineering Student Awards (Jennifer Schaff)
Jennifer Schaff sent out notification to ASCE Student Chapter contacts today.
 - d. 2020 ASCE Fly-In Budget Request (Ken Mika) – **Attachment 4**
Ken Mika referred to the attached requests for him and Tom Walther to attend the Fly-In on behalf of the Section.
Larry moved to approve Tom Walther's request for reimbursement for up to \$600. Jared Wendt seconded the motion. Five in favor, none opposed, Tom Walther abstained; motion passed.

Jared Wendt moved to approve Ken Mika's request for reimbursement for up to \$1,200. Jennifer Schaff seconded the motion. Six in favor, none opposed, Ken abstained; motion passed.

- e. NAWIC WIC Week, March 1-7,2020 (Ken Mika) – **Attachment 5**

The Society relayed that they have no concerns with the Section choosing to adopt this proclamation.

Martin Hanson moved to approve issuance of proclamation requested by the NAWIC. Jennifer seconded the motion. All in favor (6), none opposed; motion passed. Impact will format the proclamation into our letterhead and we will work to include this in the upcoming February newsletter.

- f. 2021 National Concrete Canoe Competition at University of Wisconsin – Platteville

Ken Mika provided that Platteville has been awarded the 2021 NCCC.

- g. 2020 MRLC (Larry Buechel)

Larry Buechel represented the Section at this event in Detroit, and provided positive feedback. Summary of the event will be included in February newsletter. The 2021 event will be held in Denver, and the 2022 in Austin.

6. Reports (provided as information only)

a. Branch Reports

- i. Fox River Valley (Ryan Trzinski)

Ken Mika provided that the FRV has been helping make local contact for Report Card fundraising opportunities.

- ii. Northwest (Corona Woychik)

Andy Walters commented that UW-Stevens Point hosted a Boys' STEM Expo event for 7th and 8th graders and the NW Branch had a booth and provided a presentation. There will be the same event for girls coming up, and the Branch will be there in the same capacity.

- iii. Southeast (Kyle Bareither) – **Attachment 6**

Larry Buechel provided that the branch had a joint lunch meeting with the STEM Forward organization in December. This January, the Branch has an annual scholarship dinner. The report card fundraiser is slated for March.

- iv. Southwest (Ann Thielmann)

b. Conference Committees

- i. 2019 Annual Meeting (Southwest Branch – Terry Armstrong) – **Attachment 7**

- ii. 2020 Spring Technical Conference (FRV Branch – Matt Dahlem)

- iii. 2020 Annual Meeting (Southeast Branch)

Larry Buechel provided that the planning committee has formed and they're trying to identify a date for their kickoff meeting in late January.

- iv. 2021 Spring Technical Conference (Southwest Branch)

c. Standing Committees

- i. Awards (Darrell Berry) – **Attachment 8**

The Section looks forward to announcing Darrell's STEM Forward Engineer of the Year award in the coming weeks.

- ii. Budget and Finance (Carl Sutter)

- iii. Jury of Judges (Jared Wendt)

Jared Wendt provided that the Jury of Judges is now comprised of Directors at Large, and Jared intends to convene in preparation for OSCE awards nominations.

- iv. Membership (Jennifer Schaff)

The survey is Jennifer Schaff's next membership initiative.

- v. Nominations (Jared Wendt)

The Committee will begin looking to fill the upcoming openings for two Directors, President-Elect and Secretary roles this year.

- vi. Public Affairs (Gregory Schroeder)
- vii. Report Card Committee Discussion (Jennifer Schaff / Ken Mika)
- viii. Yearbook (Larry Buechel)
- d. Technical Committees/Institute Chapters
 - i. Construction Institute Chapter (Brian Udovich)
 - ii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
EWRI will be held in Milwaukee in 2021 – more information to come.
 - 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

We will confirm with Matt Dahlem that the Board Meeting will occur at Blue Harbor resort.

Ken Mika proposed that we transition to using traditional calendar invitations and email correspondence in lieu of Collaborate for Board Meeting Communication. The Board agreed. We will continue to use Collaborate as a repository for document storage, but all other Board Communications will go through email.

Date	Meeting - Branch Host	Time	Location
April 2, 2020	Board Meeting - before Spring Technical Conference – Southeast Branch	3:00 – 5:00 PM	Blue Harbor Resort (725 Blue Harbor Dr, Sheboygan, WI 53081) or somewhere in Sheboygan, WI
April 3, 2020	Spring Technical Conference	8:00 – 5:00	Blue Harbor Resort (725 Blue Harbor Dr, Sheboygan, WI 53081)
May 20, 2020	Board Meeting – Southwest Branch	3:00 – 5:00 PM	TBD
July 15, 2020	Board Meeting – Fox River Valley	3:00 – 5:00 PM	TBD
August 2020	Region 3 Assembly		Cleveland, OH
September 2020	Presidents and Governors Forum	--	Reston, VA
September 2020	Board Meeting – before Annual Meeting – Southeast Branch	3:00 – 5:00 PM	TBD
September 2020	Annual Meeting	--	TBD



WISCONSIN SECTION

8. Adjourn

Andy Walters moved to adjourn the meeting at 4:48 p.m. Larry seconded the motion. All in favor (6), none opposed; motion passed.