

## ASCE Wisconsin Section Board of Directors Meeting March Agenda and Minutes

This Meeting	Location	Start Time	Est. End Time
March 20, 2024	Virtual	3:00	5:00
Next Meeting	Location	Start Time	Est. End Time
March 22, 2024 (Spring Technical Conference)	Brown County STEM Innovation Center	8:00	5:00

Dial-In Meeting Information			
Used google meet – issue with			
Officers			
x	Matt Dahlem (President)	x	Seth Johnson (Secretary)
x	Brad Severson (President-Elect)	x	Martin Hanson (Treasurer)
x	Danny Xiao (Past President)		
Directors at Large			
x	Tony Castle	x	Joe Zellmer
	Jennifer Hurlebaus		Travis Pickering
Branch Directors			
	Kris Roppe (NW)		Dan Witter (FRV)
	Ann Thielman (SW)		Josh Mitchell (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	(Diversity)		(History and Heritage)
	Danny Xiao (Panel of Directors-at-Large)		Danny Xiao (Membership)
	Brad Severson (Newsletter)		Danny Xiao (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 / Jennifer Schaff (Report Card Committee Co-Chairs)
x	Moira Guenther (Core AMC)		Ken Mika (2023 Centennial Year Planning Committee)

1. Welcome (Matt Dahlem)
2. Consent Agenda (Matt Dahlem)
  - a. January Meeting Minutes (Brad Severson) - **Attachment 2a**
  - b. ASCE WI Financial Statement - **Attachment 2b**
    - i. Treasurer Notes
      - Note: Don't book interest until that occurs so we are not accounting for that future interest.
      - Expecting a reduced amount.
      - Brad made a motion to consent, Joe second. **Voted to approve.**
3. Old Business
  - a. ASCE Operating Checking Account (Martin Hanson) – Moved banks. Seth is 2<sup>nd</sup> signer. This can not be removed from old business.
  - b. Job posting on ASCE WI Website and Newsletter (Danny Xiao) – talk about during newsletter.
  - c. Student Chapter Attendance at BOD meetings and Section Participation Expectations (Jennifer Schaff/Matt Dahlem/Jennifer Hurlebaus) –
    - Goal to try to get this on the slate for Fall of next year when they are going into their next semester. Fall of 2024. Jenn was leading but is now leaving. Don't need any motions but Matt may work pro-actively to get this in motion.
    - Might be good to have Zoey
    - Martin suggested to send invitation to student advisor list – max of one person per the invitation.
    - Other: 2 student chapters didn't cash their payment and one asked for a rewrite of the check.
      - o If it's not a lot of work- resend.
  - d. Section Newsletter (Matt Dahlem)
    - i. Agree to how we want to move forward with type of newsletter for 2024 and beyond
    - ii. New format discussion idea for hybrid type based on Region 7 that we could maybe mimic it after. Example with notes - **Attachment 3fii**

Notes: Mostly sharing social media. Shouldn't be a big lift.  
Quarterly – branch report, election updates, events, etc.  
April, July/August, October and December/January
  - e. Google for Non-Profits Transition Update (Core) –
    - Check on payment? Should be free
  - f. Annual Payments to Student Chapters Checks Not Cashed (Martin Hanson)
  - g. Consider proposal from Platform Communications for Infrastructure (Martin Hanson) - **Attachment 3i**
    - i. Updated budget for the 2024 Infrastructure Report Card. This was requested prior to the board approving the contract with Platform Communications.
      - Report card funding
      - See if platform to reduce to 6 month fee – might be about 1500 less than the 11k number.
      - Brad asked - Platform might do some fundraising – can this offset.
      - We are getting less from Society. Giving less already but could withhold 500 to make it up.
      - Brad made a motion to approve up to 11k, Matt second. **Voted. Motion passed.**

4. New Business (updated)
  - a. WI Section is working with the League of Women Voters (our contact is Carol Diggelman) to promote the infrastructure report card. **Attachment 4a**  
This was an FYI. Already in motion.  
Should follow up
  - b. SCE OPAL Leadership Awards-Distinguished Member Information
  - c. Marquette ASCE Donation Request. **Attachment 4c**
    - Note: They did not cash t
    - One sheet data for check allotments
    - Renew their check toward their event. Motioned, Matt 2<sup>nd</sup>. Passed.
  - d. Director At Large position for Zoey Meyer - replaces Ms. Jennifer Hurlebaus as DAL
    - Brad motion. Marti 2<sup>nd</sup>. **Voted. Passed.**
  - e. Approval of the Fiscal Years 21-22 and 22-23 Audits.
    - i. 21-22 Audit. **Attachment 4ei**
    - ii. 22-23 Audit. **Attachment 4eii**
      - Carl is not on the call.
      - Martin suggests approving these separately.
      - Matt made a motion to approve 21-22 audit. Tony second. Passed.
      - Matt made a motion to approve 22-23 audit. Tony second. Passed.
      - Brad and Martin abstained
  - f. Central States Water Environment Association request to support their wastewater initiative for their legislative fly-in. **Attachment 4f**
    - Notes: Looking to get other orgs to support their efforts.
    - Would like to know what the report card lead thinks. We need more time to vet it.
  
    - Will not be signing at this time.
5. Reports (provided as information only)
  - a. Branch Reports
    - i. Fox River Valley (Dan Witter)
    - ii. Northwest (Kris Roppe) - golf outing
    - iii. Southeast (Josh Mitchell) – golf committee, STEM, brewers game, annual meeting – Caleb Manski?
    - iv. Southwest (Matt Buckli)
    - Martin suggested to reach out to the branch presidents to be on the calls- written reports and attendance (either them or a designated person).
  - b. Conference Committees
    - i. 2024 Spring Technical Conference - March 22, 2024 (Fox Valley) – 100 people, less than what we wanted.
      - At 100 people.
    - ii. 2024 Annual Meeting hosts? Southeast.
    - iii. 2025 Spring Technical Conference (Southwest Branch)
  - c. Standing Committees

- i. Awards (Darrell Berry) –
    - Pins being sent directly to people. Announcement at the STC.
    - Other awards – after STC
    - Martin got the checks out to the students
  - ii. Budget and Finance (Carl Sutter)
  - iii. Wisconsin Infrastructure Advocacy Update (Jennifer Schaff/Ken Mika/Martin Hanson)
  - iv. Membership (Danny Xiao)
  - v. Nominations (Danny Xiao)
  - vi. Panel of Directors-at-Large (Danny Xiao)
  - vii. Public Affairs (Gregory Schroeder)
  - viii. Election (Danny Xiao)
  - ix. Yearbook (Brad Severson)
- 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**
- Boost social media
  - Need items from STC
  - Report card meeting today – section willing to provide ASCE dues.

6. Schedule Next Meeting/Relevant Dates

PROPOSED 2023-2024 ASCE Wisconsin Section Board of Directors Meeting Agenda

Date	Meeting	Time	Location
March 22, 2024	Spring Technical Conference - Fox River Valley Branch	8:00 - 5:00	Brown County STEM Innovation Center
May 15, 2024	Board Meeting	3:00 – 5:00	Virtual or Location TBA
July 17, 2024	Board Meeting	3:00 – 5:00	Virtual or Location TBA
September 18, 2024	Board Meeting	3:00 – 5:00	Virtual or Location TBA
TBA - September 2024	Annual Meeting - Southeast Branch	8:00 - 5:00	TBA - Southeast Branch

7. Adjourn