

ASCE Wisconsin Section Board of Directors Meeting Agenda

Date	Event - Location	Start Time	End Time
January 20, 2021	Board Meeting – Virtual	3:00 PM	5:00 PM
Next Meeting	Location	Start Time	Est. End Time
March 17, 2021	Board Meeting - Virtual	3:00 PM	5:00 PM

Dial-In Meeting Information			
Join Zoom Meeting - https://us02web.zoom.us/j/88474335385?pwd=OGtDdEdhNkpOVG02VDBwMnd1dUk1UT09 +1 312 626 6799 US Meeting ID: 884 7433 5385 Passcode: 391324			
Officers			
x	Larry Buechel (President)	x	Matt Dahlem (Secretary)
x	Jennifer Schaff (President-Elect)	x	Martin Hanson (Treasurer)
		x	Ken Mika (Past President)
Directors at Large			
x	Gary Amel	x	Danny Xiao
x	Andrew Walters		Tom Walther
Branch Directors			
	Corona Woychik (NW)	x	Brad Severson (FRV)
	Terry Armstrong (SW)	x	Nick Bobinski (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)	x	Carl Sutter (Budget and Finance)
	(Diversity)		(History and Heritage)
x	Ken Mika (Panel of Directors-at-Large)	x	Jennifer Schaff (Membership)
x	Jennifer Schaff (Newsletter)	x	Ken Mika (Nominations)
x	Jennifer Schaff (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			
x	2020 Annual Meeting (Nick Bobinski/Tony Castle)	x	2021 Spring Technical Conference (Matt Dahlem)
x	2021 Annual Meeting (Northwest Branch)		2022 Spring Technical Conference (Southeast Branch)
Others			
x	Ken Mika (Region 3 Governor)	x	Carl Sutter (Region 3 Director)
	Jess Thayer (Engineers Without Borders)	x	Ken Mika / Jennifer Schaff (Report Card Committee Co-Chairs)
x	Heather Kramer (Impact AMC)		

1. Welcome (Larry Buechel)
Larry Buechel called the meeting to order at 3:00 p.m.

2. Consent Agenda (Larry Buechel)
 - a. Approve Agenda (Larry Buechel)
 - b. Approve November 2020 Meeting Minutes (Matt Dahlem)
 - c. Approve Financial Statement (Martin Hanson) – **Attachment 1**
 - d. ASCE-WI Report Card Financial Summary (Martin Hanson)
 - e. Region 3 Director’s Report (Carl Sutter)

Ken Mika moved to approve the consent agenda with the deferment of item 2.d. to Old Business item 4.c.. Martin Hanson seconded the motion. All in favor, none opposed; motion passed unanimously.

3. Consent Agenda Items Requiring Individual Votes

4. Old Business
 - a. Admin Manual, Bylaws, and Constitution Revisions (Larry Buechel)
Will circulate to the board for review. Final action by March.
 - b. Wisconsin Initiative for Climate Change Impacts (WICCI) working group update (Tom Walther)
 - c. Report Card Committee Update & Final Report (Jennifer Schaff/Ken Mika/Martin Hanson) – **Attachment 2**
Carl Sutter approached The League of Women Voters about doing a series of presentations. Currently in negotiations and on track to do statewide presentations in March going through April (proposed 4). They would also like to do some for chapters. Currently having weekly meetings with one scheduled for 1/21/21. Martin spoke to looking for opportunities to get the report card out to the press. Ken is looking for people to write topics to pitch to local publications If anyone is interested in this please let him know. Ken will reach out to legislative aids as well. Several people have signed up to attend the virtual call-in to talk about the section report card and the national report card. There have been some talks of putting together a statewide drive-in.
 - d. ASCE Architectural Engineering (AE) Technical Committee or AE Institute Chapter in the Wisconsin Section (Larry Buechel)
No significant updates. AE group agreed to do one of the technical presentations at the upcoming STC to get the Section membership some exposure to their group.
 - e. ASCE Wisconsin Section’s 2023 Centennial Year (Ken Mika)
Should have something ready for the next meeting.
 - f. ASCE Records Retention Policy (Larry Buechel)
COVID has limited availability to see the documents at Marquette. On hold.
 - g. Membership Survey (Jennifer Schaff) -
https://docs.google.com/forms/d/e/1FAIpQLScqi7QgVj3EIPsYhZdSBrmI-sDBMGt3aDISHET8XwP_fvF7jA/viewform?usp=sf_link
This has been circulated to the board for review. The plan is to distribute via email to membership and get feedback on various things. Suggestion: add the time length (5 minutes) it will take to complete the survey into the email that is sent out. Gary Amel moved to approve that the survey be sent to membership as it is Andrew Walters seconded the motion. All in favor, none opposed; motion passed unanimously.
 - h. Development of Strategic Plan for the Section (Larry Buechel/Ken Mika/Impact)
Executed the contract with Impact for this work. Impact is in the process of pulling together the components for an interview process for individual members (representative cross section of membership) and interactive engagement to the board of directors. The plan is for this to be

scheduled in February. If you are interested in participating, send an email to Larry and Jill (admin email). Hopefully, a draft plan for the board to review/comment will be ready in April.
Finalization of that document to come shortly thereafter.

- i. Section support for Northwest Branch efforts to revitalize member participation (Impact/Corona Woychik/Andy Walters)
Impact provided thoughts/ideas for Andy. Larry will talk with Jill to come up with a plan to facilitate.
- j. National Concrete Canoe Competition Sponsorship for UW-Platteville (Ken Mika)
Ken reached out to UW-Platteville, and they have indicated the event is still on. Ken will reach out for payment documentation and forward to Marty.
- k. Section Sponsorship Opportunity (Jill Miller) – Included in admin report under item 6e –
Follow up with Jill if you have any questions.

5. New Business

- a. Section payment of Paypal refund fees for 2020 Spring Tech Conference (Martin Hanson) –
Attachment 3
The FRV branch has requested reimbursement. Nick Bobinski moved to approve the reimbursement to FRV branch. Danny Xiao seconded the motion. All in favor, none opposed; motion passed unanimously.
- b. Outstanding Student in Civil Engineering (Matt Dahlem)
This was sent out in December, Jill distributed again this week.
- c. Spring Technical Conference 2021 – Awards Presenters (Matt Dahlem/Darrell Berry/Larry Buechel)
Darrell Berry will be handling this.
- d. Engagement with larger Wisconsin consulting firms regarding promotion of ASCE membership to civil engineers on staff (Larry Buechel)
To help improve membership numbers, perhaps reach out to the regional managers of some of the Section's larger engineering firms for opportunities to promote ASCE membership to their Civil Engineers on staff. Put some feelers out. Carl spoke of an event going on: '2021 member get a member drive'. Can be found on the ASCE website for more details.
- e. Realignment of ASCE Student Conference Boundaries – **Attachment 4**
Larry received an email about this effort. There are a series of virtual meetings with the regions by the society to queue up the topic for some consideration/feedback on how the boundaries may be drawn so there is a good balance of schools within the boundaries. Carl said the idea is to split region 3 into 2 conferences (east and west) under that proposal all of Section schools would be in one conference.
- f. EWRI 2021 World Environmental & Water Resources Congress – May 2021, Milwaukee, WI (Carl Sutter/Larry Buechel)
Would like to keep a local face to face component but ASCE policy currently limits face to face events through June 30th, 2021. The head of EWRI will contact Tom Smith to request an exemption on this. If EWRI does not get the exemption, would the WI section help promote/provide (people to assist) for this event, May 25-26? A call for volunteers could be included in an upcoming newsletter. Carl could speak for a few minutes at the STC about this to solicit volunteers. Carl will keep us apprised on the exemption request.

6. Reports (provided as information only)

- a. Branch Reports
 - i. Fox River Valley (Brad Severson)
Had the 2nd virtual branch meeting last week. Carl gave a presentation on the report card. Scholarship season is approaching, will be sending out applications.

- ii. Northwest (Corona Woychik)
Andy - Approved budget and sent to Marty. STEM on hold until further notice.
- iii. Southeast (Nick Bobinski) – **Attachment 5**
Meeting virtually, scholarship award meeting coming up at the end of January. Planning a virtual social and looking at 1st in person event (outdoors), a sledding outing. STEM items postponed.
- iv. Southwest (Terry Armstrong) – **Attachment 6**
- b. Conference Committees
 - i. 2020 Annual Meeting (Southeast Branch – Nick Bobinski and Tony Castle)
Wrapping up the report.
 - ii. 2021 Spring Technical Conference (Fox River Valley Branch – Matt Dahlem)
Draft schedule complete. Projected budget is set. Blue Harbor inquiring about the 2022 date. Matt will Send out doodle poll with a few potential dates.
 - iii. 2021 Annual Meeting (Northwest Branch)
Andy – no discussion at this time. Focus on this over the next month.
 - iv. 2022 Spring Technical Conference (Southeast Branch)
Will start to focus on this event in the latter half of 2021
- c. Standing Committees
 - i. Awards (Darrell Berry) – *Requested BOD confirmation that OSCE monetary award will be \$1,000* – **Attachment 7**
 - ii. Budget and Finance (Carl Sutter)
 - iii. Panel of Directors-at-Large (Ken Mika)
 - iv. Membership (Jennifer Schaff)
 - v. Nominations (Ken Mika)
 - vi. Public Affairs (Gregory Schroeder)
 - vii. Report Card Committee Discussion (Jennifer Schaff/Ken Mika)
 - viii. Yearbook (Jennifer Schaff)
- 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 (Ken Swanson)
- e. Administrative Management (Heather Kramer) – **Attachment 8**

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
March 5, 2021	Spring Technical Conference	--	Virtual
March 17, 2021	Board Meeting - Virtual	3:00 – 5:00 PM	Virtual
May 19, 2021	Board Meeting – Southwest Branch	3:00 – 5:00 PM	TBD
July 14, 2021	Board Meeting – Fox River Valley	3:00 – 5:00 PM	TBD
July 22-24, 2021	Multi-Region Leadership Conference - Regions 3/6/7	---	Denver, CO
August 26-28, 2021	Region 3 Assembly		Cleveland, OH
September 2021	Presidents and Governors Forum	--	Reston, VA
September 2021	Board Meeting – before Annual Meeting – Northwest Branch	3:00 – 5:00 PM	TBD
September 2021	Annual Meeting – Northwest Branch	--	TBD

8. Adjourn

Martin Hanson moved to adjourn. Jennifer Schaff seconded the motion. All in favor, none opposed. Meeting adjourned at 4:42 p.m.