

## ASCE Wisconsin Section Board of Directors Meeting

Date	Location	Start Time	End Time	Prepared By:
May 16, 2018	Board Meeting – Northwest American Engineering Testing, Inc. 4203 Schofield Avenue, Suite 1 Schofield, Wisconsin 54476	3:06 PM	4:46 PM	Jill Miller
Next Meeting Date	Location	Next Meeting Time	Est. End Time	
July 18, 2018	Board Meeting - Southwest Strand Associates, Inc. 910 W Wingra Drive Madison, WI 53715	3:00 PM	5:00 PM	

Call-In Meeting Information		
Call in Number	Access Code	Visual Access
(507) 779-7435	567899	None

Officers			
X	Justin Bilskemper (President)		Jennifer Schaff (Secretary)
X	Jared Wendt (President-Elect)	X	Marty Hanson (Treasurer)
X	Ken Mika (Vice President)		Peter Nilles (Past President)
Directors at Large			
X	Larry Buechel	X	Matt Dahlem
X	Jesse Jefferson	X	Andrew Walters
Branch Directors			
X	Kristopher Roppe (NW)	X	Ryan Betker (FRV)
	Laura Rozumalski (SW)	X	Kyle Bareither (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	Jennifer Bennett (Diversity)		Mark Meyers (History and Heritage)
	Peter Nilles (Jury of Judges)		Jennifer Schaff (Membership)
X	Ken Mika (Newsletter)		Peter Nilles (Nominations)
X	Marty Hanson (Webmaster)	X	Gregory Schroeder (Public Affairs)
		X	Jared Wendt (Yearbook)
Technical Committee/Institute Chapter Chairs			
	Brian Udovich (Construction Institute Chapter)		Laura Gerold/Mark Augustine (Environmental and Water Resources Institute Chapter)
	Mark Meyers / Emil Bautista (Geo-Institute Chapter)		Harry Farchmin (Management Committee)
	Robert Schumacher (Structures Committee)		Ken Swanson (Transportation and Development Institute Chapter)
Conference Committee Chairs			
	Mike Binsfeld (2017 Annual Meeting)	X	Kyle Bareither / Tony Castle (2018 Spring Technical Conference)
	Brad Severson / Joe Zellmer (2018 Annual Meeting)		Daniel Borchardt (2019 Spring Technical Conference)
Others			
	Carl Sutter (Region 3 Governor)		George Ghareeb (Region 3 Director)
	Jess Thayer (Engineers Without Borders)		

1. Welcome (Justin Bilskemper) **Meeting called to order at 3:06 p.m.**
2. Consent Agenda
  - a. Approve Agenda
  - b. Consent Agenda
    - i. Approve March 2018 Meeting Minutes – **Attachment 1**
    - ii. Approve 2018 Year-to-Date Financial Statement and FY17-18 Tax Filing – **Attachment 2**
    - iii. Secretary’s Report (Jennifer Schaff)
    - iv. Treasurer’s Report and (Marty Hanson)
    - v. President’s Report (Justin Bilskemper)
    - vi. President Elect’s Report (Jared Wendt)
    - vii. Vice President’s Report (Ken Mika)
    - viii. Region 3 Governor’s Report (Carl Sutter)
    - ix. Region 3 Director’s Report (George Ghareeb)

**Larry Buechel moved to approve the consent agenda. Ken Mika seconded the motion; motion passed unanimously.**
3. Consent Agenda Items Requiring Individual Votes
4. Old Business
  - a. Dream Big DVDs Update (Justin Bilskemper and Marty Hanson) – **Attachment 3**  
**The draft letter will be finalized by impact and will include signatures of both President and Treasurer. impact will coordinate this mailing to be distributed August 2018.**
  - b. Authorize Treasurer to open New Operating Accounts (Marty Hanson)  
**Marty requested board authorization to move existing Section checking and savings accounts to Spark Business, through Capital One.**  
**Jared moved to authorize the Treasurer to open new operating accounts as seen fit to best streamline organizational operation. Ryan seconded the motion; motion passed unanimously.**
  - c. UW-Green Bay Student Chapter (Ken Mika)  
**Update to be provided by Ken at July Board Meeting.**
  - d. Report Card Committee for Wisconsin (Justin Bilskemper)  
**The Section has been unsuccessful to-date in identifying a Chair for this potential committee. Marty provided potential recommendation and will provide Justin with contact information.**
  - e. Admin Manual Update Committee – Section Bylaws and Constitution Updates (Justin Bilskemper) – **Standalone Attachment)**  
**Board members are asked to review the most recent revisions, which include Constitution and Bylaw updates, and reach Justin with concerns. The Admin Manual Committee will continue moving forward with recommended revisions.**
5. New Business
  - a. ASCE SE Branch Golf Outing Sponsorship (Ken Mika) – **Attachment 4**  
**The Section has a history of supporting the SE Branch Golf Outing as the Wrist Band Sponsor, which provides funding for scholarships. Marty moved to support the ASCE SE Branch Golf Outing at the level of \$500. Kyle seconded the motion. Ken withstood voting due to being proposer of sponsorship. All remaining in favor; motion passed.**
  - b. Region 3 Assembly - August 17-18, 2018 (Justin Bilskemper) – **Attachment 5**  
**Justin will review his ability to attend this event.**

- c. Potential dues increase and 2018-2019 Draft Budget (Justin Bilskemper and Marty Hanson) – **Attachment 6**  
**Marty will review thresholds for grant allocation as well as identify the ultimate reserve goal, so that the Board can understand what can be afforded for future years based on reserve goal. Current membership dues will be left as-are and incoming Boards will use Marty’s information to assess the need for future increases in membership dues.**
  - d. Social Media Updates (Jennifer Schaff and Jill Miller)  
**Jennifer and Jill have been collaborating to update website content and coordinate regular social media postings to the Facebook and LinkedIn accounts. Moving forward, these accounts will be updated between 1-2 times per month, driving traffic to website for full information.**
  - e. 2018-2019 Election Nominees (Justin Bilskemper)
    - i. Two Directors-at-Large; terms ending for Andy Walters and Larry Buechel
    - ii. Treasurer; term ending for Marty Hanson
    - iii. Vice President; not needed as position is proposed to be eliminated**Officers up for election include, at minimum, Larry Buechel. Justin will take the next necessary steps.**
  - f. 2018 Presidents and Governors Forum (Justin Bilskemper)  
**Jared will plan to attend this forum.**
  - g. SE Branch Practitioner Advisors Update (Larry Buechel)  
**There has been a recent lapse in practitioner advisors, and the SE branch is in the process of locating potential advisors and providing an overview of the obligations associated with this role.**
6. Reports (provided as information only)
- a. Branch Reports
    - i. Fox River Valley (Ryan Betker) – **Attachment 7**
    - ii. Northwest (Kristopher Roppe)
    - iii. Southeast (Kyle Bareither) – **Attachment 8**
    - iv. Southwest (Laura Rozumalski) – **Attachment 9**
  - b. Conference Committees
    - i. 2018 Spring Technical Conference (Kyle Bareither/Tony Castle)
    - ii. 2018 Annual Meeting (Fox River Valley Branch)
    - iii. 2019 Spring Technical Conference (Northwest Branch) – **The committee is in the process of determining a location.**
    - iv. 2019 Annual Meeting (Southwest Branch)
  - c. Standing Committees
    - i. Awards (Darrell Berry)
      - 1. 2018 Outstanding Senior Civil Engineering Student Awards
      - 2. Daniel W. Mead Prize for Younger Members
      - 3. 2018 Life Members
    - ii. Budget and Finance (Carl Sutter)
    - iii. History and Heritage (Mark Meyers)
    - iv. Jury of Judges (Peter Nilles)
    - v. Membership (Jennifer Schaff)
    - vi. Nominations (Peter Nilles)
    - vii. Public Affairs (Gregory Schroeder)  
**Greg provided articles via Collaborate for review of Section Officers and welcomed feedback. He will also forward an email concerning ASCE National’s support for the Infrastructure Bill in Congress.**

- viii. Yearbook (Jared Wendt)
- ix. Webmaster (Marty Hanson)
- d. Technical Committees/Institute Chapters
  - Justin provided an organized list of speaking contacts to assist technical committees in their search for quality conference speakers.**
  - i. Construction Institute Chapter (Brian Udovich)
  - ii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
  - iii. Geo-Institute Chapter (Mark Meyers/Emil Bautista)
  - iv. Management (Harry Farchmin)
  - v. Structures (Robert Schumacher)
  - vi. Transportation & Development Institute Chapter (Ken Swanson)

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
July 18, 2018	Board Meeting - Southwest	3:00 – 5:00 pm	Strand Associates, Inc., Madison
August 17-18, 2018	Region 3 Assembly	TBD	Chicago, IL
September 20, 2018	Board Meeting - Fox River Valley	TBD	Fox Cities Exposition Center, Appleton
September 21, 2018	Annual Meeting	TBD	Fox Cities Exposition Center, Appleton
September 23-24, 2018	Presidents and Governors Forum	---	ASCE World Headquarters in Reston Virginia

8. Adjourn **Meeting was adjourned at 4:46 p.m.**