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MEETING MINUTES **MOVITE Board Meeting – Lenexa, KS** October 3, 2018

- I. Call to Order (~8:10 a.m.)**
 - a. Introductions
Dave provided brief introductions to everyone and recognized the LAC
 - b. Vision / Mission Reminders (Nathan B.)
Nate provided a brief reminder of the MOVITE mission and read aloud to the group
- II. Review and Approval of April Board Meeting Minutes (Lonnie B.)**
Lonnie covered the prior submitted board meeting minutes and reviewed content
MTA – Dane
Second – Andy
Motion passed unanimously
- III. Review and Approval of September Chapter Update Teleconference Meeting Minutes (Lonnie B.)**
Lonnie covered the prior submitted board meeting minutes and reviewed content
MTA – Andy
Second – Esther
Motion passed unanimously
- IV. Host LAC Meeting Report (Kurt Rotering)**
 - a. Meeting / Event Details
 - b. Anticipated Financials
Kurt provided a summary of the planned meeting details including program, evening events, and current status of the financials
- V. 2018 Financial Report (Eric C.)**
 - a. MWITE Advertising commitments
 - b. Student Travel support to Minnesota
 - c. Spring 2018 meeting summary – profit sharing w/ LOCATE
Eric provided brief update of financials including the advertising and travel support commitments. Also discussed final profit share of \$7K from Spring Mtg with LOCATE
- VI. Proposed 2019 Budget (Esther S.)**
Esther provided a summary of the proposed 2019 budget including technical research grant line item and updated costs for website monitoring. In addition, Dave mentioned the policy commitment for Leadership ITE.

Andy discussed proposal to include misc. costs instead of the technical research grant line item. Proposed \$1,000 for this line item to cover the transition committee costs and limit income from reserves.

MTA – Eric

Second – James

Motion passed unanimously

VII. Officer Reports

a. 2018 International Meeting Report (Dave M. / Andy S.)

Dave provided brief summary of activities of the International Meeting and discussion of OneITE MOU. Andy mentioned attendance numbers and value of attending the meeting.

b. MOVITE Journal / Communications (Brian Willham)

i. Status of New Platforms

ii. Contact List for news item contribution

Dave summarized the transition of duties from Chris R. to Brian W. and potential changes in this area of emphasis (Director of Communications)

c. MOVITE Online (Michael H.)

i. LAC Hosting / PayPal Coordination

ii. SiteLock Agreement and Future Options

Michael discussed the online activities including updated sponsors, logos, calendar of events, and formatting. Plans to continue use of Blue Host and SiteLock for the site and protection.

d. Section Administrator (Dave M. for Tom S.)

Dave provided a summary in Tom's absence of the report, including insurance rates and policy, and District transition comments

e. Midwestern District Representative (Martin G.)

i. MWITE / ITE Meeting Summary

ii. Strategic Committees (Communications, Accountability, Branding)

iii. MWITE Endowment Fund arrangements

iv. MWITE / GLITE Transition Committee

Martin provided a summary of Midwestern District activities including the OneITE initiative, memorandum of understanding, transitions, and the status of the District endowment communications.

f. MWITE Student Activities Committee (Nicole O.)

i. 2018 Student Leadership Summit & ITE / MWITE Meeting

ii. MOVITE Financial Support for Student Travel

iii. MWITE / ITE Traffic Bowls – Iowa State wins District

Dave provided a brief summary of the committee activities from Nicole including ISU traffic bowl performance at International Mtg

g. Chapter Conference Call Summary (Dave M. / Andy S.)

Brief comments on the call from last Friday and appreciation of the quick turnaround in notes and distribution

h. Officer's Handbook Update (Michael H.)

Michael provided a summary and discussion of the handbook updates including roles and responsibilities of officer positions and request for comments on the document. He will email out word doc of the information for review by the board members. Proposed plan to create document management site for housing officer docs and guidance to next officer

positions etc. This could include yearly folder structure, by position, to save documents and workflow.

VIII. Board Discussions (Dave M.)

- a. OneITE Initiative Status – MOU w/ MWITE & GLITE
Dave provided a brief summary of the MOU and transition of MOVITE from a section to a district as proposed by ITE including the geographic footprint
- b. Formation of MOVITE Transition Committee (Andy S.)
Andy discussed the formation of committee and development of information and binders to be utilized by the group for their on-going meetings and work tasks to be completed for transition. The committee includes past president members of each state, section administrator, current MOVITE leadership, and MOVITE members in current/prior district and national positions.
- c. Discussion of District-Section-Chapter Charters & Bylaws schedule
Andy provided updates on migration for updates to charter and bylaw changes, and impacts including desired model to pattern our new district
- d. Policy updates deferred until after District transition?
Dave/Andy discussed plan and schedule of updates and impacts of policy timelines and implementation
- e. Liability Waiver and Release, continuation of Previous Discussion & Action?
Dave stated this had been addressed at last meeting, no additional discussion is needed

IX. State Director Reports

- a. Nebraska (Bryan G.)
Bryan provided summary of NE activities
 - b. Iowa (Tyler W.)
Tyler provided summary of IA activities
 - c. Kansas (Kendra M.)
Kendra provided summary of KS activities
 - d. Missouri (Dane S.)
Dane provided summary of MO activities
 - e. Oklahoma (James W.)
James provided summary of OK activities
 - f. Arkansas (Jack B.)
Jack was not in attendance, Nate provided summary of AR activities
- Electronic copies of reports to be forwarded to Lonnie for the record

X. Membership Awards Update (Dave M.)

Dave provided update on the awards including a summary of the awards memorandum submitted. The following awards were granted:

- a. Young Transportation Professional of the Year
Skyler Knickerbocker, CTRE
- b. Melvin B. Meyer Transportation Professional of the Year
Tom Blair, MoDOT
- c. Patrick T. McCoy Educator Professional of the Year
None submitted
- d. Distinguished Member
None submitted

- e. John B. Pinkley Industry Member
None submitted
- f. Transportation Achievement Awards for Facilities / Operations
Facilities – 159th St Improvements – Affinis, OP Kansas
Operations – Green Light Lincoln – Phase I, City of Lincoln, NE
- g. Best Chapter Website Award
Ozarks Chapter (OCITE)
- h. Best MOVITE Chapter Award
KC Chapter (KCITE)

XI. Section Life Members (Dave M.)

Dave summarized the life members' handout and information – this year's list includes 5 new members

XII. MOVITE Fall Election Results (Lonnie B.)

- a. Officer Confirmations
- b. Board Director from Arkansas
- c. Missouri State Director
- d. Nebraska State Director
- e. Iowa State Director

Lonnie provided a summary of the election results for each position and a breakdown of the vote tally

XIII. Spring 2019 MOVITE Meeting LAC Report (Carrie F. / Amanda B.)

- a. Presentation of Preliminary Planning Efforts
Carrie and Amanda provided a brief ppt presentation of the upcoming Spring mtg in St Louis, June 19-21
- b. MWITE / MOVITE Board Meetings Schedule
Will be scheduled Tues. PM for TEAM & Wed. AM for MOVITE
- c. Status of MOVITE / TEAM Memorandum of Understanding
Comments have distributed on the MOU back to TEAM
- d. Status of MOVITE / MWITE Memorandum of Understanding (Martin G.)
Working on new version of MOU

XIV. ITE International Update (John Davis / Shawn Leight)

Not in attendance – updates to be provided at the business mtg

XV. Future Meetings (Dave M.)

December 2-3 will be the MOVITE winter retreat – Lenexa, KS

- a. 2019 "Spring" MOVITE Section Meeting (hosting MWITE)
St. Louis, MO (June 19-21)
- b. 2019 Fall MOVITE Section Meeting – Iowa
- c. 2020 Spring MOVITE Section Meeting - Oklahoma
- d. 2020 Fall MOVITE Section Meeting - Nebraska
- e. 2021 Spring MOVITE District Meeting - Arkansas
- f. 2021 Fall MOVITE District Meeting – Missouri
- g. 2022 Spring MOVITE District Meeting – Kansas
- h. 2022 Fall MOVITE District Meeting – Oklahoma
- i. 2023 Spring MOVITE District Meeting – Iowa

- j. 2023 Fall MOVITE District Meeting – Arkansas
- k. 2024 Spring MOVITE District Meeting – Nebraska
- l. 2024 Fall MOVITE District Meeting – Kansas

XVI. Future MWITE and ITE International Meetings (Dave M.)

- a. 2019 MWITE Meeting – MOVITE host (St. Louis, MO – June 19-21)
- b. 2019 ITE International – hosted by TEXITE (Austin, TX – July 21-24)
- c. 2020 MWITE Meeting – hosted by ILITE (Chicago, Illinois)
- d. 2020 ITE International – hosted by Southern District (New Orleans, LA)
- e. 2021 ITE International – hosted by Western District (Portland, OR)
- f. 2022 ITE International – hosted by Northeast/Mid-Colonial District (Pittsburgh, PA in honor of ITE 90th Anniversary)

XVII. Unagended New Business (Dave M.)

Michael H. has setup a Google Drive account for file management
Dane S. comments about last board meeting, and also provided information regarding potential for parting gift from District/Section transition

XVIII. Adjourn (~11:31 a.m.)

MTA – Andy
Second – Dane
Motion passed unanimously

Board Meeting Attendance Record

Fall Meeting

Hyatt Hotel

Lenexa, KS

October 3, 2018

	Name	Position
✓	Dave Mennenga	President
✓	Andy Swisher	Vice President
✓	Lonnie Burklund	Secretary
✓	Eric Claussen	Treasurer
✓	Nate Becknell	Past President
✓	Esther Shaw-Smith	Board Director
	Jack Branscum	State Director – Arkansas
✓	Tyler Wiles	State Director – Iowa
✓	Kendra Miller	State Director – Kansas
✓	Dane Seiler	State Director – Missouri
✓	Bryan Guy	State Director – Nebraska
✓	James Welch	State Director – Oklahoma
	Tom Swenson	Section Administrator
✓	Michael Hofener	Website Administrator
	Chris Rolling	Journal Editor
✓	Martin Gugel	MOVITE Member on District Board
	Nicole Oneyear	MWITE Student Activities Comm. Liaison
✓	Kurt Rotering	Fall Meeting LAC
✓	Lindsay Harris	KCITE President
✓	Bill Henry	Member (Past President)
✓	Carrie Falkenrath	TEAM STL LAC
✓	Amanda Brauer	TEAM STL LAC