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MEETING MINUTES

MOVITE Board Meeting – Omaha, NE

April 4, 2018

- I. Call to Order (~8:12 a.m.)**
- II. Welcome to Omaha & LAC Report (Mike F.)**
Mike provided a welcome to the meeting and summary of LAC activities including schedule and budget information.
- III. Vision / Mission Reminders (Nate B.)**
Nate provided a reminder of the vision and mission for MOVITE
- IV. Review and Approval of December Board Meeting Minutes (Lonnie B)**
Lonnie covered the prior submitted board minutes and reviewed content
MTA – Dane S.
Second – Andy S.
Motion passed unanimously
- V. Review and Approval of March Chapter Update Teleconference Meeting Minutes (Lonnie B.)**
Lonnie covered the prior submitted chapter update minutes and reviewed content
MTA – Andy S.
Second – Eric C.
Motion passed unanimously
- VI. 2018 Financial Report (Eric C.)**
Eric provided a summary of the advertising update, and sponsorship levels. A summary of the scholarship donations and fund status was also provided. Eric has report completed to share at the membership business meeting.
- VII. Reports**
 - a. 2017 Annual Report (Nate B.) Nate provided status of the annual report being submitted.
 - b. MOVITE Journal (Chris R.) Chris was not available but Dave M. provided information regarding journal status and thoughts on new format for proposed journal.
 - c. MOVITE Online (Michael H.) Michael provided a summary of activities including the update of new logos and schedule information. Request for recent meeting minutes was made and a call for advice on new content. Michael also mentioned the hacking incident, process, and costs of such. There was additional discussion of the paypal account and registration process via the web and discussion of potential future modifications. There may be opportunity to address issues via setting up three separate accounts, linked to the separate bank accounts.

- d. Section Administrator (Tom S.) Tom provided information regarding section updates including work on the new logo, coordination with LAC, awards updates, pending policies, and working with outgoing and incoming treasurer. A general summary of his provided report was completed.
- e. Midwestern District (Martin G.) Martin gave updates on the MWITE meeting in MN. He discussed information regarding strategic committees (Communications, Accountability, Branding) and bylaw amendments for the District Director nomination process. Martin also provided a summary of the MWITE Endowment Fund status, and information
- f. MWITE Student Activities Committee (Nicole O.) Nicole provided updates on the MWITE mtg traffic bowl, student group activities, and opportunities for travel and potential reimbursements. There is interest from student chapter participation attendance at the traffic bowl (5 chapters) at this point.
- g. Chapter Conference Call Summary (Andy S.) Andy provided a summary of the notes from the recent chapter conference call, noting the recent activities. He also noted some chapters are not as active.
- h. Officers Handbook (Michael H.) Michael provided brief summary of some information to be updated in the handbook. He has sections to disseminate to officers to get updates with the intent of finalizing by July/August. Michael would like get the web updates complete by late summer.

VIII. Board Discussions (Dave M. / Tom S.)

Dave and Tom provided information regarding proposed MOVITE Policy changes including the prior discussed schedule changes.

MTA – Andy S.

Second – Dane S.

Motion passed unanimously

Dave and Tom provided commentary on the liability waiver and release. Discussion was that it results in one more activity required by LAC's for meetings/events. This process was deemed as not required.

Additional discussion of sponsorships was also discussed in terms of maximum sponsor limits in comparison to \$500 limit. Board has determined need to update the existing policy limit and Tom will provide additional data for the Fall Meeting. Tom and Dave also provided commentary regarding policy for technical workshop sessions at meetings.

IX. State Director Reports

- a. Nebraska (Bryan G.) Bryan provided summary of report including LOCATE activities, student chapter activities and interest in the traffic bowls. Upcoming joint LOCATE/ASCE conference is being coordinated.
- b. Iowa (Tyler W.) Tyler discussed the joint student chapter/professional meetings for ICITE. Also provided summary of upcoming High School stem outreach events in IA. Highlights of ADA design information sharing and upcoming fall work to do in-school sessions on training (Sara H.) signal operations.
- c. Kansas (Kendra M.) Kendra gave summary of KCITE activities including outreach with KU and KSU, upcoming training opportunities and potential for using funds.
- d. Missouri (Dane S.) Dane provided information regarding the four professional chapters. OCITE has recently reaffirmed mission, goals,

and thoughts on primary areas to focus attention. Student coordination continues including interest with Leadership summit attendance.

- e. Oklahoma (James W.) James discussed activities in OK including spring OTEA meeting. Officer elections for OTEA will be forthcoming and potential to coordinate with OK University students.
- f. Arkansas (Jack B.) Jack provided a summary of student chapter activities and presentations. Working toward participation in traffic bowl, and presentations in the high school on traffic signal operations and equipment. Jack mentioned other challenging locations to engage that are separated geographically from other activities.

X. Student Awards Update (Andy S.) Andy discussed the summary of memo he previously sent 2/27/18 highlighting the award winners for the submittals received below. Provided a summary of the certificates and numbers.

- a. 2018 Change in Deadlines & Coordination with MWITE and ITE
- b. Outstanding Student Chapter
 - i. Plaque and \$300 for winner, \$100 all other submittals
- c. Thomas J. Seburn Student Paper
 - i. Plaque and \$1,500 Award + \$400 to attend meeting with invitation to present paper for first (Fall 2018); \$500 for second, \$250 for third
- d. Jan Kibbe Student Scholarship
 - i. Two \$1,000 winners this year
- e. Technical Research Grant (none received so far in 2018)
 - i. Certificate and \$1,000 initially, up to \$1,000 more upon completion and \$400 to attend Meeting with opportunity to present findings.

XI. Membership Awards Update (Dave M.)

Dave provided brief summary of the awards listed below.

Applications/deadlines process continues to be coordinated with MWITE as relevant. Awards are exclusive of one another. Discussion of current status of select awards.

- a. Young Transportation Professional of the Year
- b. Melvin B. Meyer Transportation Professional of the Year
- c. Patrick T. McCoy Educator Professional of the Year
- d. Distinguished Member
- e. John B. Pinkley Industry Member
- f. Transportation Achievement Awards for Facilities/Operations
- g. Best MOVITE Chapter Award
- h. Technical Committee Certification of Appreciation
- i. Chapter Website / Communications Award

XII. Section Life Member Candidates (Tom S.)

Tom provided summary of the current proposed candidates for section life members.

MTA – Andy S.

Second – Dane S.

Motion passed unanimously

XIII. MOVITE Fall Elections (Nate B., Lonnie B.)

Nate and Lonnie provided discussion and potential names for the required positions – Board Director from Ark, Missouri State Director, Nebraska State Director, and Iowa State Director. Nominations are required to be sent to Lonnie by June 15th. Notice and call for additional nominations by

July 1st, response to call by July 20th, and election prior to fall meeting (starts October 3rd)

- XIV. 2018 MOVITE Annual Meeting LAC Report** (Dave M., Kendra M.)
Dave summarized the mtg Oct 3-5, 2018 at the Hyatt Place in Lenexa. Proposed agenda is similar with Wed AM Board Meeting followed by golf, with primary conference activities on Thurs and wrap up Fri. Potential for walking tour highlighting ADA issues.
- XV. 2019 MOVITE Annual Meeting LAC Report** (Dave M., Martin G.)
Dave discussed the team leadership, seed money for meeting, and MOU's between MOVITE and TEAM and MWITE for the meeting in St. Louis. A motion was made for approval of the seed money.
MTA – Andy S.
Second – Dane S.
Motion passed unanimously
- XVI. ITE International Update** (Shawn Leight)
Shawn discussed accounting/tax ID issues with the meetings and tax filings etc. International updates including 15k membership, booking goals for upcoming MN meeting, vision zero, AV, the coalitions and committees, podcasts. Concept of ONE ITE and review of charters and bylaws for chapters and sections. Redefining what a chapter should be, subsidiary of a section. Potential for MOVITE to be District, and what would be the impacts. There is opportunity for membership changes and the balance of chapters, sections, etc. Could be a 2-3 year transitional period, and opportunity for
- XVII. Future Meetings** (Dave M.)
Dave provided a brief summary of future meetings and their schedules.
 - a. 2018 Spring MOVITE Meeting – Omaha, Nebraska (April 4-6)
 - b. 2018 Fall MOVITE Meeting – Lenexa, Kansas (October 3-5)
 - c. 2019 Spring MOVITE Meeting – St. Louis, MO (June 19,21,2019, hosting MWITE)
 - d. 2019 Fall MOVITE Meeting – Iowa
 - e. 2020 Spring MOVITE Meeting - Oklahoma
 - f. 2020 Fall MOVITE Meeting - Nebraska
 - g. 2021 Spring MOVITE Meeting - Arkansas
 - h. 2021 Fall MOVITE Meeting – Missouri
 - i. 2022 Spring MOVITE Meeting – Kansas
 - j. 2022 Fall MOVITE Meeting – Oklahoma
 - k. 2023 Spring MOVITE Meeting – Iowa
 - l. 2023 Fall MOVITE Meeting – Arkansas
- XVIII. Future District and ITE International Meetings** (Dave M.)
 - a. 2018 MWITE Meeting – hosted by NCITE (also hosting ITE International) in Minneapolis, MN – August 20-23
 - b. 2019 MWITE Meeting – hosted by MOVITE (St. Louis, Missouri), June 21-23, 2019.
 - c. 2019 ITE International – hosted by Texas District (Austin, TX), July
 - d. 2020 MWITE Meeting – hosted by ILITE (Chicago, Illinois)
 - e. 2020 ITE International – hosted by Southern District (New Orleans, LA)
 - f. 2021 MWITE Meeting – hosted by ITE Wisconsin
 - g. 2021 ITE International – hosted by Western District (Portland, OR)
 - h. 2022 MWITE Meeting – hosted by NCITE

- i. 2022 ITE International – hosted by Northeast/Mid-Colonial District
(Pittsburgh, PA in honor of ITE 90th Anniversary)
- j. 2023 MWITE Meeting – hosted by MOVITE

XIX. Unagended New Business (Dave M.)

Dave briefly covered the agenda for tomorrow's business meeting

XX. Adjourn (Meeting adjourned at 11:31AM)

MTA – Dane S.

Second – Andy S.

Motion passed unanimously

Board Meeting Attendance Record

Spring Meeting

Marriott Hotel

Omaha, NE

April 4, 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
✓	Mark Meisinger	LAC
✓	Frank Yates	CMITE
✓	Brian Moen	TXITE
✓	Todd Butler	Member
✓	Shawn Leight	International ITE President