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MINUTES

MOVITE Board Meeting – St. Louis, MO

June 19, 2019

- I. **Call to Order (~8:05 a.m.) President Swisher called the meeting to order**
 - a. Introductions
 - b. Vision / Mission Reminders (Dave M.) – Dave Mennenga read aloud the Vision & Mission Statements from the website.
- II. **Review and Approval of Winter Retreat Meeting Minutes (Eric C.)**
 - a. Eric asked for a review and approval of the Winter Retreat Meeting Minutes (attached)
 - b. MTA: Dave M.
 - c. Second: James W.
 - d. Motion passed unanimously
- III. **Review and Approval of April Chapter Update Teleconference Meeting Minutes (Eric C.)**
 - a. Eric asked for a review and approval of the April Chapter Update Teleconference Meeting Minutes
 - b. MTA: Kurt R.
 - c. Second: Lonnie B.
 - d. Motion passed unanimously
- IV. **Host LAC Meeting Report (Amanda B.)**
 - a. Meeting / Event Details – Amanda gave a brief update on the joint MWITE/MOVITE Meeting. The meeting is progressing as anticipated other than a few last-minute AV purchases due to the convention center rental costs. Amanda stated that registration for the conference is now open, and the LAC is hopeful for a dry day for the golf tournament. Amanda reminded the Board that the Mighty Race begins at 5:30pm, the rooftop Social Event begins at 6:30pm, and tomorrow's Social Event at City Museum will begin at 5:30pm with busing available from the hotel.
 - b. Anticipated Financials – Amanda gave a brief update on the Meeting Financials. She expects the meeting to make around \$3,000 to \$4,000 so MOVITE will receive approximately \$1,500 after the split with the MWITE District.
- V. **2019 Financial Report (Esther S.)**
 - a. Advertising Update (MOVITE vs. MWITE commitments) – Esther provided an update on MOVITE & MWITE advertising. Thus far, MOVITE has received 27 sponsorships with 10 choosing to also

sponsor the District. Esther has sent sponsorship logos to Michael H. and to the District for placement on the respective webpages. Esther also stated that she will be sending out Student Award checks following this meeting. Lastly, she has received the he first-quarter ITE dues check.

- b. Scholarship Donations and Fund Status – Esther provided an update on Scholarship Donations and Fund Status, stating that she has received \$625 in scholarship donations.

VI. 2020 Proposed Budget (Amanda B.) – Amanda presented her proposed 2020 Proposed Budget. There was a brief discussion with the Board pertaining to line items. The vote of the 2020 budget will occur at the Fall MOVITE Conference.

VII. Reports

- a. ITE International Update (Bruce B.) – Bruce provided an update on ITE International. He stated that he has attempted to attend all the District meetings, due to the plethora of changes associated with OneITE. He stated that the idea of OneITE began with the initiation of an ITE Strategic Plan, where through review of current activities that Districts, Sections, and Chapters were not operating consistently across the organization. With Jeff P. joining ITE as the new CEO, the IBOD saw the opportunity for change to being more relevant and in listening to membership feedback, kept hearing that the organization was not meeting member needs. The process started with updates to Charters and Bylaws to assure a consistent experience across the country. Moving MOVITE from a Section to a District facilitates a closer relationship within ITE and provides for better opportunities for MOVITE members to serve in bigger capacity within the organization. For example, Michael Sanderson waited 14 years for the timing to be right in the Western District to run for International President. Bruce stated that MOVITE needs to consider having a District Rep at the IBOD Meeting over the next two transitional years.
- b. 2018 Annual Report to MWITE (Dave M.) – Dave discussed the Annual Report, which was due on March 1st to the MWITE District. Dave stated that the report totaled 322 pages, which exceeded the Districts maximum, disqualifying the report from consideration for the award. Dave's lesson for the Board is to just submit the report and keep other documents as an appendix that is not sent to the District. Dave stated that seven of the nine professional Chapters and six of the Student Chapter send reports to him for the MOVITE Annual Report. Dave emphasized that the annual report becomes a great historical document. Michael H. stated that he will post the submitted report on the on MOVITE webpage.

- c. MOVITE Journal / Communications (Brian Willham) – Dave provided an update on the reevaluated communication to members via the LinkedIn Community webpage. Dave encouraged members to link technical items to keep the page active. In addition, Brian will summarize a quarterly document, MOVITE Minute, that can be will be sent electronically to members.
- d. MOVITE Online (Michael H.) – Michael stated that usually registration for spring meeting is hosted from the MOVITE page, but the St. Louis LAC took care of that for this meeting. Michael reiterated that the GoogleDrive account provides ample cloud space for relevant documents to be stored, shared, and reviewed. Michael shared the login credentials with the Board.
- e. Section Administrator (Tom S.) – Tom briefly discussed information for the annual report. Like years past, Tom shared the standard budget form with Amanda for her to prepare her 2020 MOVITE budget and stated that the Audit Committee will need to meet tomorrow to review Eric's ledger. Tom is also heavily Involved in the OneITE Transition Committee.
- f. Midwestern District Representative (Martin G.)
 - i. MWITE/GLITE Transition Update – Martin provided an update that the purpose of the Transition Team is to assure that the Section has everything that they need to move to a District. He stated that MOVITE and Great Lakes have reviewed the new Bylaws yesterday afternoon. Martin stated that the last MWITE Conference will be held in Chicago June 2020, celebrating new beginnings. The Great Lakes District and MOVITE have already discussed future joint meetings. Dave asked about MOVITE's participation on the MWITE Board for the next two years. It was discussed that Andy should finish out District Board retreat this year, but the following year, most of the details should be taken care of via teleconference during Lonnie's Presidential year when the Board meeting is in Milwaukee. Discussion was held on sending MOVITEs District Representative to the Spring Meeting in Washington D.C. Meeting, the New Orleans Annual Meeting, and the Fall Meeting in Washington D.C.
- g. MWITE Student Activities Committee (Nicole O.)
 - i. 2019 Student Leadership Summit Update – Nicole stated that there are currently nine active chapters in MOVITE. Eleven Chapters submitted for the Student Poster Competition at the Conference. Six Student Chapters submitted reports and there are four Student Traffic Bowl teams this year. Nicole stated

that there were more than 40 students at the Student Leadership Summit at Wash-U this week with a total of 25 students signed up for the Conference. The Board held a brief discussion on Student Leadership Summit timing with many students at home over the summer. Nicole stated that she will reach out to Student Chapters on feedback on that. Nicole is willing to continue on as the Student Activities Representative for 2020. Need to think about when we hold Student Leadership Summit in Spring or Fall Conference.

- h. S. / Eric C.) – Andy & Eric discussed the Spring Chapter Conference Call.
- i. OneITE / MOVITE Transition Committee (Andy S. / Dave M.) – Andy & Dave provided an update to the Board on the Transition Committee. The Committee has been communicating monthly by conference call, following the first meeting in Lenexa last Fall. The next scheduled meeting is later this afternoon. The first steps of our Transition Team included determining which Chapters want to move to Sections. CKITE was only one to request to remain as a Chapter and therefore will be included in the KCITE Section. The Team held discussions on geography of new Sections as they relate to the Student Chapters. There was a brief discussion on transitioning from six State Directors to eight Section Directors and about the Executive Committee remaining unchanged. Michael is working with OTEA on a plan for transition with current affiliates converting to either full members of ITE or “Friends” of ITE. Michael shared that OTEA originally included Law Enforcement and signal techs and traditionally felt as if they never belonged in ITE. That was evident with the resistance OTEA had to joining MOVITE in 2006. OTEA Traditions were forced to change and many current members find it offensive to be categorized as a “Friend” of ITE. Bruce stated that Shawn was looking at another dues category based upon value for career technicians, contractors, or law enforcement. Bruce stated that there are options for Councils for industry categories to our members.
 - i. MOVITE District Acting Board – International has been given the authority that the current Boards serve as Board of Directors.
 - ii. MOVITE District Charter – Andy emailed out to Board. Andy suggested that the Board take a formal vote on Charter.
 - 1. MTA: James W.
 - 2. Second: John W.
 - 3. Motion passed unanimously

iii. MOVITE District Bylaws – Andy has emailed the boilerplate document to the Board prepared by the OneITE Team. Andy & Tom reviewed the document, and Tom stated that MOVITE had made suggestions based upon our current Bylaws, but ITE wants to stay consistent in their boilerplate document. Tom also stated that a “Friend” of ITE is not defined in any ITE documents, and ITE did not want that in the Bylaw document. However, any special considerations for the new District can reside in our MOVITE Policies. Bruce stated that the District Bylaws are the mechanics of how the District operates, but the Policies are how the Districts implement those Bylaws. The Policies will give the Districts more flexibility so that any changes do not have to go to ITE for approval (Bylaws must go to ITE for approval every time changes are made). Andy stated that MOVITE have sent comments to ITE and received comments back. ITE would consider our comments on the Bylaw at the ITE International meeting in Austin. Policy changes can be updated and approved by vote of the District Board. There was a brief discussion on ex officio members other than Section Administrator, Journal Editor, Student Chair, Web Editor, and MOVITE member on District Board. There was brief discussion about the role of the Executive Committee and the requirement of a Board Retreat, which is a “shall” statement in the proposed Bylaws. There was discussion on scholarship fund, timing of Section & Chapter Meetings with no overlap, and that the District Board approve meeting dates and locations. There was a discussion on timing of Board positions that become available each year and that the District Director could be an open position regardless of geographical area. Tom stated the key items in our current MOVITE Bylaws will be reflected in our new Policies. Our new Section Director will be a 2-year term as recommended from ITE. Andy suggested that the MOVITE Board take a vote of confidence on Bylaw adoption.

1. MTA: Amanda
2. Second: Esther
3. Motion passed unanimously

- iv. MOVITE District Policies/Procedures
- v. Sections Discussion (Chapter transition to Sections)

VIII. Board Discussions

- a. Review and Approve MOVITE District Charter pending discussion
- b. Review and Approve MOVITE District Bylaws pending discussion

- c. 2019 Officer Elections
 - i. State Director positions transitioning to Section Director positions – Andy asked the current State Directors of Kansas, Arkansas, and Oklahoma if they would consider staying on for one additional term to assist with the transition. Kendra Miller, Jack Branscum, and James Welch stated that they would consider staying on board until transition 2021.
 - ii. Future rotation of Section Director positions – There was a brief discussion on how the Board rotation will work the Section Director positions with the multiple Missouri Sections.

IX. State Director Reports

- a. Arkansas (Jack B.) – Jack discussed that Nathan, Sarah, and himself have been meeting to provide a better value to those professionals and students living in northwest Arkansas. Jack stated that ARITE is preparing to transition to a Section and the possibility of NW Arkansas starting a Chapter. In addition, Jack said that Nathan & himself assisted the University of Arkansas Student Chapter on their presentations at this meeting.
- b. Iowa (John W.) – John provided a brief update on conversations in eastern Iowa about starting a Chapter, but representatives have all agreed to hold until ICITE transitions to a Section. The Fall MOVITE Conference will be held in Des Moines, where the hotel has been secured and a call for papers has been advertised. Lastly, John state that Iowa State has traditionally been a strong Student Chapter, but he is working to get participation from the University of Iowa students.
- c. Kansas (Kendra M.) – Kendra provided a brief update on KCITE looking for to the OneITE transition with the Chapter becoming a Section. Kendra stated that she recently went to Kansas State University to garner more interest and support in MOVITE. KU is going strong as a Student Chapter.
- d. Missouri (Kurt R.) – Kurt provided a brief update. He stated that he received no requests for funding but said that he needed to increase communication to the Chapters over the second part of the year.
- e. Nebraska (Mike F.) – Mike provided a brief update on LOCATE activities included a one-day conference with ASCE where there were 175 in attendance. Mike met with Dr. Libby Jones, who is temporarily spearheading the Student Chapter, and subsequently held a Meet & Greet at University of Nebraska – Lincoln on revamping student engagement in the Chapter. In addition, with the University of Nebraska – Omaha ASCE Student Chapter being so strong, Mike

hopes to use that relationship to cosponsor some events between ASCE & ITE.

- f. Oklahoma (James W.) –See previous comments by James in the OneITE discussion. There was a brief discussion between Esther & Dave on whether OTEA would vote to become a MOVITE Section.

- X. Student Awards Update** (Lonnie B.) – Lonnie provide an update on the Student Awards, where he stated that there were great submittals this year, which will be available to the Board on GoogleDrive
 - a. Outstanding Student Chapter – Iowa State University
 - b. Thomas J. Seburn Student Paper – Winner - Jack Cunningham, K-State
 - c. Jan Kibbe Student Scholarship – Winner - Carla Diaz, AR
 - d. Technical Research Grant – No submittals.
 - e. Bruce gave the Board a suggestion based upon an award that the Canadian District gives each year called the Delta Award for the most improved Student Chapter to encourage better student involvement. The award is divided into two components, a stipend for the submittal and travel to the conference location.
- XI. Membership Awards Update** (Andy S.) – Andy provide an update on the Student Awards. Because of the joint MWITE/MOVITE Conference, there has not been much activity on this so far, but Andy did receive submissions for the Transportation Achievement Award. Andy held a discussion on extending the deadline for submissions to August 1st except Distinguished Members and Pinkley Awards. The extension requires a vote of the Board, which was conducted as follows:
 - i. MTA: Dave
 - ii. Seconded: James
 - iii. Unanimously approved.
 - b. Young Transportation Professional of the Year
 - i. Plaque at Fall Meeting, Paper in Journal and on Website
 - c. Melvin B. Meyer Transportation Professional of the Year
 - i. Plaque at Fall Meeting, Article in Journal and on Website
 - d. Patrick T. McCoy Educator Professional of the Year
 - i. Plaque at Fall Meeting, Article in Journal and on Website
 - e. Distinguished Member
 - i. Plaque at Fall Meeting, Article in Journal and on Website
 - f. John B. Pinkley Industry Member
 - i. Plaque at Fall Meeting, Article in Journal and on Website
 - g. Transportation Achievement Awards for Facilities / Operations
 - i. Plaque at Fall Meeting, Article in Journal and on Website
 - ii. Due on June 1st, Winners NOT forwarded to MWITE
 - h. Best MOVITE Chapter Award
 - i. Plaque at Fall Meeting

- i. Technical Committee Certificate of Appreciation
 - j. Chapter Website / Communications Award
- XII. Section Life Members** (Tom S.) – Tom provided a list of Section Life Members and shared a copy of the four candidates for this year including: Richard Moore, Robert Lyford, David Peterson, Michael Geisel. A vote of the MOVITE Board is necessary to move these member to Life Members.
 - a. MTA: James
 - b. Second: John
 - c. Unanimously approved.
- XIII. MOVITE Fall Elections – Item subject to change – See also VIII.c.**
 - a. Nominations Committee (Dave M.) – Dave provided information on potential candidates. Dave asked the Board if the Section was going to hold election for AR, KS, OK? It was determined to differ the decision to the Transition Team.
 - i. Board Director from Kansas
 - ii. Arkansas State Director
 - iii. Kansas State Director
 - iv. Oklahoma State Director
 - b. Elections (Eric C.) – Eric discussed the election timelines leading up to the Fall MOVITE Conference. Traditionally, this process has been a month behind.
 - i. Nominations to Eric C. by July 15th
 - ii. Notice and call for additional nominations by Aug. 1st
 - iii. Responses to call by Aug. 15th
 - iv. Election prior to fall meeting (Starts Oct. 2nd)
- XIV. 2019 MOVITE Annual Meeting LAC Report** (Andy S. / John W.) – Andy & John reported on the 2019 Fall MOVITE Meeting preparations. The meeting is being held in Des Moines from October 2nd through the 4th. As in years past, ICITE will be sharing the start of the conference with the Iowa Traffic and Safety Forum on Wednesday. There will be no golf tournament for this meeting so tentatively the Board Meeting will be held on Wednesday afternoon.
- XV. 2020 Spring MOVITE Meeting LAC Report** (Esther S.) – Esther reported on the 2020 Spring Meeting – She stated that the OTEA Board meeting next Friday on whether the Spring Meeting should be a joint MOVITE/OTEA meeting. Esther stated that Tulsa is a possible destination for a joint meeting, but that will need to be discussed after the OTEA Chapter Meeting. Typically, OTEA meets the first week on May and ITS Heartland is being held that same week in 2020 so that will need to be taken into consideration with so much overlap between the membership.
 - a. Need for seed money? – Esther stated that no seed money is needed.

XVI. Future MOVITE Meetings – Andy provided a brief overview of the upcoming meetings.

- a. 2019 Fall MOVITE Meeting – Des Moines, Iowa (October 2-4)
- b. 2020 Spring MOVITE Meeting – Oklahoma
- c. 2020 Fall MOVITE Meeting – Nebraska
- d. 2021 Spring MOVITE Meeting – Arkansas
- e. 2021 Fall MOVITE Meeting – Missouri
- f. 2022 Spring MOVITE Meeting – Kansas
- g. 2022 Fall MOVITE Meeting – Oklahoma
- h. 2023 Spring MOVITE Meeting – Iowa
- i. 2023 Fall MOVITE Meeting – Arkansas
- j. 2024 Spring MOVITE Meeting – Nebraska
- k. 2024 Fall MOVITE Meeting – Kansas

XVII. Future District and ITE International Meetings – Andy provided a brief overview of the upcoming meetings.

- a. 2019 ITE International – hosted by Texas District (Austin, TX)
- b. 2020 MWITE Meeting – hosted by ILITE (Chicago, IL)
- c. 2020 ITE International – hosted by Southern District (New Orleans, LA)
- d. 2021 ITE International – hosted by Western District (Portland, OR)
- e. 2022 ITE International – hosted by Northeast/Mid-Colonial District (Pittsburgh, PA in honor of ITE 90th Anniversary)
- f. 2023 ITE International – hosted by...possibly Florida

XVIII. Unagended New Business – Dave discussed raising dues by \$5 every year from \$20 to \$25 MTA: John Second: Amanda Motion passed unanimously

XIX. Adjourn

- a. MTA: James W.
- b. Second: John W.
- c. Motion passed unanimously
- d. 11:25am