

**Iowa Section ASCE
Board of Directors Meeting Agenda
December 16, 2009, 12pm-3pm
Conference Call**

Conference Call Information

Toll-free Dial-in: (866) 258-0959

Meeting Room Number: *6357783*

(Please note: you have to dial the * before and after the meeting room number.)

Agenda

1. Call to Order
 - a. Roll Call – Mandi Aldrich

Members Present	Members Absent	Guests
Jenifer Croat Bryce Johnson Tom Lisi Roger Schletzbaum Mandi Aldrich Jon Garton Mike Vander Wert Dave Claman-arrived at 1:00 Gary Reed-arrived at 1:20	Lyle Brehm Steve De Vries Marlee Walton	Steve Jones

- b. Approval of November 18, 2009 Minutes: Motion to approve (Tom), second (Roger) and approved.
 - c. Approval of Agenda: Motion to approve (Bryce), second (Tom) and approved.
 2. Treasurer's Report – Tom Lisi
 - a. Treasurer's Report
 - i. Net worth increased by \$4,791.31 over this period and has increased by \$5,595.02 for the 2009/10 fiscal year to date.
 - ii. Business expenses during this period totaled \$1,286.88 while business income totaled \$4,039.49.
 - iii. The business account balance has increased by \$3,531.29 for the 2009/10 fiscal year.
 - iv. Scholarship expenses during this period totaled \$0. The scholarship account income during this period totaled \$60.00. The scholarship account balance (which includes Heartland Investments) has increased by \$2,063.73 for the 2009/10 fiscal year to date.
 - v. The value of the Heartland Investments Portfolio increased by \$1,978.70 since the last report and has increased by \$1,888.73 for the 2009/10 fiscal year to date.
 - vi. Motion to approve (Roger), second (Bryce) and approved.
 - b. Section Tax Report
 - i. The section tax report has been submitted. There is no feedback as of yet. Tom will follow up if he doesn't hear back in a timely fashion.

3. Newsletter & Website Report – Jon Garton
 - a. Newsletter
 - i. Next deadline is January 19th.
 - ii. Needs:
 1. Conference summaries
 2. Annual Meeting Summary
 3. Presidents Report
 4. Spring Conference Information
 - a. Summaries for the Structural, Transportation and Survey Conferences.
 - b. Highlights for the Water Resources Conference
 5. Constitution and Bylaws changes
 - b. Website
 - i. Merging with the YMG groups. Jon will email them.
 - ii. LinkedIn page has been created. Facebook has not.
 - iii. Suggestion to put a button on the section website to help members connect to either group.
4. Membership Report – Steve DeVries
 - a. 902 members
 - b. Not counting students and lifetime members, 56 have not yet renewed fro 2010
 - c. Steve has contacted the Universities to get a list mid-year graduates.
5. Annual Meeting Report – Bryce Johnson
 - a. Upcoming planning meeting on January 20, 2010
 - i. Meeting room is confirmed.
 1. Roger will contact everyone to get attendance.
 2. Bryce will set up a “snow date” and let everyone know when that is. If postponed an email will be sent out and it will be posted on the IA ASCE Section website. Will check into posting it on KCCI and/or WHO website and TV scroll as well.
6. Technical Conferences and Scholarship Report – Roger Schletzbaum
 - a. Technical Conferences
 - i. Water Resource planning meeting is Fri, Dec 18, 2009. The date for the conference is in the calendar.
 - b. Upcoming scholarship meeting on January 20, 2010
7. Region 7 Governor/Assembly Report – Mike Vander Wert/Dave Claman
 - a. 2010 Regional Workshop for Section/Branch Leaders scheduled January 22-23, 2010
 - b. South Dakota Replacement – looks like they will have someone to replace Mike VW. If not he will have to find a replacement here.
8. Officer’s Manual/Amendments to Constitution & Bylaws
 - a. Good Governance Policy
 - i. After these are adopted they will be inserted into the Officers Manual after the Constitution and Bylaws. There will also be links for the Good Governance Policy and the Societies Policies on the IA ASCE Section website under policies. Links for the Constitution and Bylaws will be included once modified and adopted.

- ii. Reporting Fraudulent or Dishonest Conduct as Presented by the Society
 - 1. Motion to approve (Bryce), second (Tom) and approved.
 - iii. Joint Venture Policy
 - 1. Motion to approve (Jon) second (Tom) and approved.
 - iv. Record Retention policy
 - 1. Motion to approve (Bryce), second (Roger) and approved.
 - b. Modifications to Manual
 - i. As previously reviewed
 - 1. Position
 - 2. Schedule
 - 3. Awards
 - c. Modifications to Constitution & Bylaws
 - i. Current Non-Voting Members (NVM): Past Past President, Region 7 Assembly Delegate, Communications Officer
 - 1. Currently 9 voting members out of 12.
 - ii. Board Structure to be discussed next meeting, Jan 20, 2010.
 - iii. Constitution is more general in nature and harder to change.
 - iv. Bylaws are more specific and easier to change.
 - v. Dave, Mike and Jenifer will meet prior to next meeting.
9. YMG and Student Chapter Activities – Gary Reed
 - a. YMG attendees to the 2010 Regional Workshop for Section/Branch Leaders scheduled January 22-23, 2010
 - i. Central Iowa YMG – Chris Bauer, Shive-Hattery
 - ii. Eastern Iowa YMG – Brian Willham, Shive-Hattery
 - 1. Reminded them to make hotel reservations prior to 12/23 in order to take advantage of the group ASCE rate (\$119/night)
 - iii. Gary Reed will be attending and has reserved his room.
 - iv. Mike VW will be attending as a Region 7 Representative.
 - b. Upcoming Joint meeting on January 20, 2010
 - i. Schedule/location for the joint meeting wit the ISU Student Chapter
 - 1. Hilton Garden Inn meeting room is reserved from 3 – 10 pm
 - 2. Room reservation cost is \$150
 - 3. Drink tickets (one per attendee)
 - a. \$3.50/beer, \$4.00/glass of wine, \$4.25/cocktail
 - 4. Buffet
 - a. \$50-\$125 based on selection
 - 5. Proposed Agenda

a. Tour ISU Basketball Facility	4:30-5:30 pm
b. Happy Hour/Dinner – Hilton Garden Inn	6:30 pm
c. CIYMG Activity Update	6:30-6:40 pm
d. ISU Student Chapter Update	6:40-6:50 pm
e. ISU Practice Facility Presentation	6:50-7:20 pm
 - 6. Bryce will check into PDH credits.
 - 7. Student Chapter and YMG will get the head count and IA ASCE Section will cover the meal.
10. Old Business
 - a. 2009 Regions 3, 6 & 7 Workshop for Section and Branch Leaders
 - i. See #9a.
 - b. ISU Extension Conference Contract
 - i. Jenifer has not received the contract to sign.

11. New Business

a. Approval of Expenditures

i. Bryce \$624.08 for the ASCE National Conference in Kansas City.

1. Motion to approve (Dave C), second (Gary) and approved.

b. New items from Board members

i. Spotlight Civil Engineer Volunteers Award

1. Motion was made to nominate Ken Brewer (Dave C), second (Gary) and approved.

12. Adjourn Board Meeting: Motion to approve (Tom), second (Gary) and approved.

Next meeting is January 20th, 2010.

These minutes are being submitted to the Board of Directors of the Iowa Section of the American Society of Civil Engineers as an actual account of the proceedings of the Board meeting on December 16, 2009 according to my notes taken.

Mandi Lu Aldrich, P.E.

Secretary