



ASCE Mission: Developing leadership, Advancing technology, Lifelong learning and Promotion of the profession

**1. Call to order at 12:10 by Aaron Granquist**

- a. Roll Call – Justin Widdel

Members Present	Phone Attendees	Members Absent
Jeff Fadden, P.E. Ben Cole, P.E. Aaron Granquist, P.E. Brian Boelk, P.E. Josh Trygstad, P.E. Brice Stafne, P.E. Jenifer Bates, P.E.	Kari Sebern, P.E. Justin Widdel, P.E. Mike Barkalow, P.E. @ 12:30 Aaron Moniza, P.E.	

- b. Approval of Minutes for regular meeting of October 19, 2016. Motion to approve (Jennifer), second (Ben) and approved.
- c. Approval of Agenda. Change “National” to “Society” in 4c. Motion to approve (Brian), second (Brice) and approved.

**2. Special Presentations – None**

- a. None

**3. Financial Affairs**

- a. Monthly financial report – Jeff Fadden –Treasurer’s Report
  - i. YMG funding requests received from Central and Eastern Iowa as well as Future City request
  - ii. Year end report needs revisions
    - 1. Region 7 travel reimbursement needs to be added
    - 2. September voluntary funds for \$145
  - iii. November report:
    - 1. STAY grant received
    - 2. 1<sup>st</sup> installment of membership dues received
    - 3. Hotel expense for Joint Meet was \$1328
    - 4. Investment account has changed services to United Planner Financial Services; account statement not provided due to transition.
    - 5. Approval not motioned due to changing/pending items
- b. 2016-2017 Budget
  - i. Budget needs to be reviewed and amended before finalizing
    - 1. Travel expenses may be too low
    - 2. Motion to approve (Jennifer), second (Brian) and approved
- c. Expenditures
  - i. Reimburse Ben for August 16 Board Meeting expenses for \$86.55.
  - ii. Lunch at November meeting expense of \$132.76.
  - iii. Motion to approve (Brian), second (Brice) and approved.

**4. Section Business**

- a. Organizational – Aaron Granquist

- i. Board meeting invitations have been sent
- b. Administrative – no update
- c. Coordination with Society
  - i. Section Annual Report is due on November 30, 2016. Aaron G. is about 60% complete.
- d. Officer Training & Meetings
  - i. Feb 3-4, 2017 is Multi-Region Leadership Conference in Minneapolis; Justin and Jeff slated to attend. Board members suggested taking good records for reimbursement
  - ii. D.C. Fly-in: Aaron G. and Brian to attend; application due December 5. Aaron M. is also planning on attending using other funds.
- e. Section History and Archives
  - i. 2020 Centennial: No changes, Brian to provide updates as necessary

## **5. Member Communications & Feedback**

- a. Newsletter – Brice Stafne
  - i. To include: STAY grant info (Kari to assist), message from president, and renewal rates.
  - ii. Acknowledge that Erin Steever is new region Governor
  - iii. Brice needs information by November 18 for November 22 issue date
- b. Website
  - i. Runner up to best website contest. Certificate of accommodation will be provided.

## **6. Membership Services & Recognition**

- a. Membership Status – Josh Trystad
  - i. 833 for the Society
  - ii. 672 for the Section
  - iii. Early renewal race
- b. Member recruitment/retention
  - i. Early renewal race: provide drawing for \$25 gift card for renewal incentive
- c. Life Member recognition
  - i. Josh is coordinating
- d. New CE graduate recognitions
  - i. Meet with Dordt Seniors, ISU Seniors, UI Seniors at Joint Meetings

## **7. Coordination with Affiliates & Others**

- a. YMG's – Mike Barkalow
  - i. Mike introduced himself to YMG contacts
  - ii. Mike to be primary contact for YMG's, but may need to name a secondary contact
- b. University Student Chapters
  - i. Need updated contact information (Aaron G.).
- c. Joint Section/YMG/Student meetings
  - i. Need to get ISU Joint meet on calendar and coincide with Board Meeting
  - ii. Check with Marlee Walton on venue schedule
- d. Region 7 – no updates

## **8. Professional Development**

- a. Annual Conference – Brian Boelk
  - i. February planning meeting. Working with Marlee to get room reserved.
- b. Technical Conferences – Kari Sebern
  - i. Positive feedback from attendees
  - ii. Approximate attendees to conferences:

1. Surveying: 40 to 50
  2. Transportation: 101
  3. Structural: 250+
- c. Scholarships – Ben Cole: no updates
  - d. Awards: no updates
  - e. New Officer Recruitment: no updates
  - f. Section Awards: no updates
  - g. Webinars: no updates

## 9. Outreach/Public Relations

- a. E-week
  - i. Dream Big event at Science Center
    1. \$25,000 funding from STEM
    2. Hold a press conference to promote
    3. Include members and students in a group event
  - ii. Mike to be primary contact for YMG's, but may need to name a secondary contact
- b. Strategic Plan – no update
- c. Pre-college outreach
  - i. ASCE STAY Grant: goal is to do in Spring Semester, 2017
- d. Public & Government Relations
  - i. Michael Keefer (Transportation and Infrastructure Director) introduced himself to Aaron M. and offered his assistance.
  - ii. Promotion of national report card set to be released in March; potentially coincide with state report card.

## 10. Old Business

- a. Higher Logic (Collaborate)
  - i. Aaron G. to upload standard Section documents.
- b. 2020 Centennial – no update
- c. Region 7 funding request
  - i. Application due Nov 18
- d. Define 2016-2017 Section Goals
  - i. Host/promote Dream Big Event and America's Infrastructure Report Card
  - ii. Aaron G. to send out officers manual and each review their section
    1. Revisions due by February board meeting
  - iii. 10% higher attendance at all Iowa Section Conferences

## 11 Adjourn Meeting 2:15 pm:

Motion to Adjourn (Brice), second (Josh) and approved due to time restrictions with the annual meeting.

*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 according to my notes taken.*

Justin D. Widdel, P.E.

**Secretary**