Board Meeting Agenda

February 12, 2013
HNTB, Kansas City, MO

Meeting Attendees:

Joe Blasi	Ray Webb
Mike McKenna	Chris Lockey
Jeff Wilke	Kendra Stevenson

1. Transition of Duties

All complete?

- ✓ Have transition of duties complete by the March Meeting

2. Vice President Update

a) March 14, 2013 Chapter Meeting

Neighbor.ly, Sean Connolly (speaker)

Cinzettis, Overland Park, KS

- ✓ Kristen Skinner reserved room. Nothing is provided (ie screen, speaker, computer, etc)
- ✓ Cost will be $15 for members and $20 for non-members
- ✓ There was discussion about overflow since this is always the largest meeting of the year and Ray was going to call Cinzettis and ask if there are any options for possibly this meeting but for sure future meetings.
- ✓ Would like to send out a reminder early next week

b) No May meeting… MOVITE Spring meeting instead (April 24 – 26, 2013)

- ✓ See notes on #7

c) July 11, 2013 Chapter Meeting

- ✓ Have some ideas but nothing has been set at this time

d) Arrangements Committee Meeting

- ✓ Ray would like to have the meeting after the March chapter meeting at Cinzettis
- ✓ It was mentioned to look into student presentation for a chapter meeting

3. **Secretary/Treasurer Update**

   a) **Current Budget vs. Income**

      ✓ Reviewed the current budget

      ✓ The domain renewal for $24.90 will need to be added to the expenses

   b) **2013 Membership**

      ✓ Currently have 85 members but expect to have a few more sign up at Cinzettis

4. **Member Director Update**

   a) **Road Diets Webinar**

      - **March 19**

        ✓ There was no interest in sponsoring the webinar so it has been cancelled. Instead there will be a presentation/field review of a road diet in Grandview tentatively on April 4 from 12-1pm. City will present some information and then the site will be toured. David Church is working out all details and a "Save the date" will be sent out early next week with the meeting reminder.

   b) **Training Committee Meeting**

      ✓ Met January 29 and discussed various training activities. Some were Funding sources, streetcar (which will also be at the MOVITE meeting), Dynameq, MUTCD, Vistro, InSync (many have seen various presentations), Pedestrian Detours and Workzones

      ✓ Would like to have a training opportunity late May or early June

5. **Affiliate Director Update**

      ✓ Member Rates were briefly discussed.

      ✓ Decided to hold off on any changes until StarChapter is up and running and reevaluate at that time.

6. **Past President Update**

   a) **StarChapter**

      - **StarChapter status update**

        ✓ Jeff showed us the template with color scheme – everyone approved the layout and colors

      - **Timeline for implementation**

        ✓ StarChapter could be up and running late this week or early next week

        ✓ Due to the proximity of the next chapter meeting, the Board decided to not use StarChapter for the March meeting.

        ✓ The goal is for the website to go live in April

- **How will StarChapter change what we do?**
  - ✓ There will be many changes due to StarChapter. There will be a need for a laptop with wifi to check members in at meetings. Also will be able to enter credit card to pay
  - ✓ Payment Gateway was discussed.
    - ✓ Power pay had a 3 year commitment and had some extra added fees Jeff was leery about.
    - ✓ Paypal was also discussed. There is no contract but charges a bit more per transaction. Also there was concern about issues with charges.
  - ✓ Payment gateway will be researched more before a decision whether powerpay or paypal will be used.
- **Training**
  - ✓ Plan to have a live meeting in March or April
- **Sponsorship letter**
  - ✓ Letter has been written
  - ✓ A mailing list will be compiled with one representative from each firm to send the letter to.

b) Speakers gifts

- ✓ Speaker gifts are on their way

c) Annual Report

- ✓ Lideana will be completing the report. It is due March 1st.

7. MOVITE 2013 Spring Meeting Update

a) April 24 – 26, 2013 at the Westin

- ✓ May make a call for volunteers for registration and moderation
- ✓ Board members may be asked to moderate or help with registration as well

b) Convert student sponsorship account to MOVITE meeting account

- **Do we want to sponsor students at the MOVITE meeting?**
  - ✓ It was decided that KCITE would help sponsor students to attend MOVITE.
  - ✓ There was poor student turnout in Lawrence when the cost was completely free so there was discussion on charging an undecided fee to attend. No decision was made on the price to charge.

8. 2012 Excellence in Transportation Award

- **Deadline for submittals is March 29**
  - ✓ Award will not be given out until July Meeting

- ✓ There was discussion about changing the required number of pages to a maximum of 5 written pages.

9. Other Items

a) Affiliate Membership

- ✓ KCITE would like to encourage ITE membership but cannot enforce.

KANSAS CITY CHAPTER
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INSTITUTE OF TRANSPORTATION ENGINEERS