KCITE Board of Direction Meeting Minutes
December 12, 2012
Lideana's Place, Overland Park, KS

Meeting Attendees:

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

Jeff Congratulated Lideana on her efforts while part of the board

1. Transition of Duties

Complete by end of January

- **Jeff discussed transitions and how we accomplish the transitions**

2. Vice President Update

a) January 17, 2013 Chapter Meeting

The Legal Side of Transportation

Brian Coon, City of Wichita

Kauffman Foundation Center, KCMO

- **Cost will be $15 for members and $20 for non-members**
- **Noted that a yearly membership was $10, we need membership drive at the Jan meeting**
- **Joe asked Brian to steer away from ADA as we had that topic recently.**
- **Brian will talk about a wide range of topics**
- **At the Kauffman Foundation Center there is possibly a 70 person limit**
- **The board needs to present the budget at the January meeting**

b) March 7, 2013 Chapter Meeting

- **Neighborly conversations, example would be kickstarter. The process would be compared to the downtown street bike share program**

- **Student presentations**
- **Discuss the street car project, may be too early – save for future meeting**
- **MARC - Sustainable corridors**
- **Jeff asked Joe to check on student presentations**

3. No May meeting… MOVITE Spring meeting instead (April 24 – 26, 2013)
   - **The board agreed with this decision**

4. Arrangements Committee
   - **Need three new members with three staying; Charlotte, Kristen and Brian.**
   - **The board needs to e-mail request for new members**

5. Secretary/Treasurer Update

Current Budget vs. Income

- **Reviewing budget in depth**

2013 Budget Discussion

Tax exemption 501(c)(3) Status

(IRS form is located at: http://www.irs.gov/pub/irs-pdf/f1023.pdf)

- **Discussed and decided we want to do our own**
- **$1,000 for accountant to create 501c**
- **We complete info on a post card each year thereafter**

Website Update

Chitwood Graphics proposal

Star Chapter proposal

Other options

- **Board had a lot of discussion about various options and determined StarChapter was the best for KCITE.**
- **The decision was followed by a lot of discussion about how to fund the new cost of StarChapter. The board agreed to pay for set up cost out of current reserves, and then pay the service fees for the first year through donations from sponsors.**
- **Mike McKenna will solicit $100 sponsors from local consultant members.**
- **Future year funding could be funded by similar sponsorships or possible increase in membership dues**.

- **Jeff is going to ask Star Chapter who holds the liability if something happens with credit card information. Us? Or Star Chapter?**

6. Member Director Update
   - **David and Mandy will return, so we need four new committee members.**

Highway Safety Manual Training

January 9 – 10 in Lawrence, KS

- **Mike to ask how the registration is going and who is issuing the PDHs**

7. Affiliate Director Update
   - **Chris suggested the board raise non-member meeting costs to be $10 more than members so that non-members that attend would then be auto enrolled.**
   - **The thought is this will increase membership and give KCITE a bigger mailing list.**
   - **There was some discussion, but no action items**
8. Past President Update

   Speakers gifts
   - **Lideana is making an order before the end of the year and will get enough for 1 1/2 to 2 years**

   Annual Report
   - **Lideana said she is behind, but working on it and should have by mid-January for review**
   - **Lideana would like reviews in January**

9. MOVITE 2013 Spring Meeting Update

   April 24 – 26, 2013 at the Westin
   - **Jeff gave an update on current happenings on planning the meeting**

   Convert student sponsorship account to MOVITE meeting account
   Do we want to sponsor students at the MOVITE meeting?
   - **Tabled**

10. Policy Manual Updates

    See attached document
    - **Tabled**