KCITE Board of Direction
Meeting Minutes
December 17, 2010
Jeffries Humble Abode

Meeting Attendees:

Joe Blasi	Srini Veeramallu
Shannon Jeffries	Ray Webb
Bill Kemle	Jeff Wilke
Lideana Laboy	

1) **Election Results**
   - Ray Webb was elected new member/director
   - Jeff put elections template on website
2) **Future City Competition**
   - The award title, award criteria, and judging criteria, were discussed
   - Shannon moved to approve award criteria, Lideana seconded, motion passed unanimously
3) **2010 Membership Report**
   - Srini distributed gifts to Board
   - Srini presented Shannon with plaque for Best MoVITE Chapter 2010
   - In lieu of sending affiliate membership report to ITE as stated in policy manual, KCITE will send the name of the one person who indicated they were interested in more material from ITE
4) **2011 KCITE Roster - Status**
   - 2010 membership closed at 121
   - Currently at 73 members for 2011, including 1 life member
5) **Review 2010 Income & Expenses**
   - In future, secretary/treasurer will bring itemized budget to each Board meeting
   - The books for 2010 will be closed on Jan. 1
   - Scholarship income/expenses will be separated out from rest of budget
6) **Discuss and Vote on 2011 Budget**
   - The budget was balanced
   - It was agreed to fund lunches for one meeting for each of the two committees (training and arrangements)
   - Shannon moved to approve budget, Joe seconded, motion passed unanimously
7) **Audit Committee Appointment**
   - This will occur at the January meeting
8) **Upcoming Chapter Meetings – Details**
   - January meeting (1/13), Topic: Green Zone, Speaker: Gerend, working on lunch, Jeff will send email to membership ASAP

- March meeting, Topic: US 56 Corridor Study, Speaker: McKerrow, working on location

9) KCITE Excellence in Transportation Award – Call for Nominations

- Add Lideana's contact information to award form
- Jeff to send out in next email to membership

10) 2010 Training Summary

- 15.5 credits were offered; exceeded goal of 9 credits

11) Upcoming Training Events – Details

- HCM Training coming up January 12 through Burns & McDonnell

12) Chapter & Board Meeting Minutes – Status

- Minutes are all up to date and posted on website

13) Arrangements & Training Committees

- Outgoing members and retained members were announced
- Shannon is continuing to solicit new committee members

14) KCITE Annual Report

- Shannon is currently working on the report, to be completed in mid-January
- The report will discuss the improvements made to the website in 2010
- A 2010 Board picture was taken

15) Transfer of Duties

- The transfer will begin at the January 2011 chapter meeting, to be completed by the February 2011 board meeting

16) Other Discussion Items

- Arrangements committee chair will post chapter meeting activities on website as information is available. Training committee chair will do the same with training activities.
- Jeff will send the January meeting emails. We will alert membership and transition from sending emails from personal accounts to sending emails from a single KCITE account. Emails sent to KCITE account will be directed to secretary/treasurer. Joe moved to approve email changes, Jeff seconded, motion passed unanimously.
- Scholarship budget is meant to be spent on student involvement, but KU also receives money through the University
- The next Board meeting is scheduled for February 10th at 11:00.

Respectfully submitted,

Joe Blasi