

ASHE Board Meeting Agenda

September 21, 2018

Old Business/Action Items:

1. Last meeting was in June, no minutes to approve.
2. Strategic Planning Meeting
 - a. Brian taking the lead, will need assistance from everyone
 - b. Bylaws are typed up with changes (changes were minor)
3. Past Events
 - a. Happy Hour/Braves Social (recap)
 1. Good turnout (about 20 people)
 2. For next year:
 1. Bring signage because it was hard to find people
 2. Try a new venue next time; it was crowded and very noisy. Maybe try Murph's (across I-285) – if people are going to the game, they can walk over the ped bridge.
 3. Put someone's number on the website so people can call to meet up if they can't find the group
 4. Encourage people to pre-purchase parking
 - b. Bowling (recap)
 1. Issues with this year:
 1. Some companies payed for a sponsorship but didn't get their guaranteed teams in the tournament.
 2. Long lag between when the 3 rounds finished and when the playoffs started.
 2. Suggestions for next year
 1. Keep 40 teams, but make them 6 person teams and only play 2 games instead of 3. Then companies can bring more people but it won't extend the time. If we do this, we would need to add another beer pitcher per lane.
 2. For the Interstate division, keep 4 person teams with 3 games each since that is the traditional bowling tournament setup.
 3. Leave lane 1 empty in case there is an issue
 4. Increase the price (price did increase 2 years ago)
 5. Add to flyer that sponsor price does not include team price
 6. Maybe change to mixed company teams. Interstate would still need to be a single company team.
 3. There were a lot of leftover door prizes (5 \$25, 1 \$50, 1 \$15, CW Matthews basket, Fitbit). Use for holiday party raffle.
4. Membership Renewal Status
 - a. About 47 people have not renewed (better than past years)
 - b. Lindsey will send out Google Doc again to the board
 - c. Need to renew Tim Allen (he is not able to go in to renew) – Lindsey will change status
 - d. Lindsey will send Sarah the number of renewing members by Wednesday (9/26) and will send the drop list to National's secretary.

New Business

- a. Future Events
 - a. Next Monthly Lunch –October 19th @ Maggiano's Cumberland
 - i. Sean Coleman will be presenting on traffic maintenance around Mercedes Benz Stadium
 - ii. Cost is \$35 (Maggiano's is charging \$28 per person for Maggiano's, plus a \$600 event fee)
 - iii. It's ok to take a small loss on Maggiano's events (make a big profit on the events at GDOT with boxed lunch)
 - iv. Chris is not able to attend, but someone from Croy will bring technology. Sarah will coordinate with Maggiano's on the day of.
 - b. Kaiser Permanente Run/Walk – October 24

- i. Approximately \$2,000 in funds provided by VHB, HNTB, GS&P and H&L.
 - ii. ASHE team set up on the Kaiser website on September 14.
 - iii. Check was sent for the event space the week of September 17. Space cost is \$1080.
 - iv. Constant Contact e-mail notice was sent on Wednesday, September 19.
 - v. Notice is on the ASHE website.
 - vi. Six are signed up from ASHE to date. ASHE typically has 10 to 15.
 - vii. Seven are signed up from H&L. H&L typically have 10 to 15
 - viii. I will get counts from Gresham, HNTB and VHB closer to race.
 - ix. Refreshment orders will happen a little closer to the event with the remaining funds.
 - c. GA Transportation Summit Happy Hour – November 8 @ Magnolia’s in Athens
 - i. Happy hour is set
 - ii. Waiting to hear back about \$3000 flat fee (confirming there is no sales tax). ASHE only on the hook for \$500
 - iii. Send Sarah check request OR can give them credit card information
 - iv. Band is not playing
 - d. ASHE Holiday Social – December 6th, Roswell River Landings
 - i. Raised weekday rental fee by \$300. Trying to get them to cut it to \$150
 - ii. Venue is asking for a certificate of insurance. We did not have to provide in past years.
 - 1. Will confirm if they just need the insurance from the caterer – Brian’s mother in law to cater
 - iii. We have business insurance that should cover us (protects the board from any liability)
 - e. Service Project – TBD, Beltline, Open Hands, ATL Foodbank
 - i. Wait until February/March (after football season when more people will be available on the weekend).
 - ii. Combine with brunch or brewery after (OpenHands is across from Sweetwater)
 - iii. For the Beltline, they would provide the supplies and will likely have a manhour requirement.
 - f. Mindy will set up Google Calendar with events.
- b. Research on Banks (Brad)
 - a. Everbank is the best option. Good CD rates, ATM checks, easier to transition when board members change. There is no way for them to accept cash, so when we get cash, Treasurer will need to write a personal check to deposit cash. Sarah/Brad will check on any hidden fees.
 - b. We will probably still keep a Suntrust credit card
 - c. Sarah will send out information once they finalize the bank choice for an email vote.
 - c. ASHE National Nominations -
 - a. Robert E. Pearson/Person of the Year – Nominate a senior person in GDOT (maybe Russell, especially since the next two are in the southeast). Nominate Russell for both Nashville and Raleigh? Emphasize the handling of I-85 bridge collapse.
 - b. Young Member of the Year – Nominate someone
 - c. Member of the Year - Nominate someone
 - d. Lifetime Achievement Awards – Probably won’t nominate
 - e. Project awards - Will come out later
 - f. Deadline Feb 15th
 - d. ASHE National Conference Bids – 2022 – Wait until 2023 to submit bid (25 anniversary). Ohio or Mid-Atlantic are trying for 2023 as well.
 - a. Would need to identify Conference Chairs – 2 year commitment
 - b. Upcoming conferences:
 - i. 2019 – Nashville
 - ii. 2020 – Raleigh
 - iii. 2021 – Poconos, PA

1. Nominating Committee – [No update](#)
 - a. Transitions?
 - b. Service Committee?
2. Social Committee Report (Kim) – [See above](#)
 - a. Happy Hour/Braves Social (recap)
 - b. Bowling (recap)
 - c. GA Transportation Summit Social
 - d. Holiday Social
3. Golf Committee Report (Ashley) – [No update](#)
4. Program Committee (Chris/Tori) – [No update](#)
 - a. Lunch Meetings update
5. Budget (Sarah) – [No update](#)
 - a. FY18 recap
6. ASHE Membership Committee Report (Robert) – [No update](#)
 - a. Membership Outreach ideas
7. Winter Workshop Committee Report (Mark)
 - a. 2019 Location? [Has not been set, but will likely be at Brasstown again.](#)
 - b. Check from ITE for 2018? [Received](#)
8. ASHE Website (Eric/Mindy) – [No update](#)
 - a. Need to upload and update photos.
 - b. New website coming
9. Scholarship Committee Report (Steve)
 - a. [Bump up amount to \\$2000 \(GT only\)](#)
 - b. [Award in January](#)
10. National Report (Nikki/Tim)
 - a. Look for opportunities to invite new ASHE President to Atlanta
 - b. [Brian is the new section committee chair.](#)
 - c. [There are potentially going to be three new sections in the southeast:](#)
 - i. [Columbia SC](#)
 - ii. [Alabama - Rex Bush, approached at SAASHTO. Trying to decide on Montgomery or Birmingham.](#)
 - iii. [Mississippi](#)
 - d. [Can do joint chapters between cities or states](#)
 - e. [Any contacts in those areas to help start \(add request to Constant Contact\)? We have provided the package for how to start a new section.](#)
11. Regional (Scott) – [No update](#)
 - a. Regional Update
12. Georgia Engineers Alliance (Ron) – [No update](#)
13. Communications (Jenny) – [No update](#)
 - a. Magazine articles?
14. Student Chapter (James) – [No update](#)
 - a. Meeting October 4th 11-12
 - b. Looking for speakers
15. National Technical Rep (Mindy)
 - a. Website Overhaul – [Nationals is changing their website. We will wait until they have finalized so we can learn from that and make a final decision after that.](#)
16. [Volunteer Opportunities](#) – [We have received multiple requests for volunteer opportunities. Sarah can always use help at the lunch sign-in and the Winter Workshop committee could also use help. Add volunteer contact information to Constant Contact e-blasts.](#)

2018-2019 ASHE Georgia Chapter Officers

President

Mindy Sanders

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1st Vice President
2nd Vice President
Secretary
Treasurer
Co-Treasurer
Past President
Director Year 1
Director Year 2
Director Year 3

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Lindsey Dunnahoo
Sarah Blackburn
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Committee Chairs

National 2nd Vice President
National Rep
Regional Vice President
Regional Rep/Nominating Committee
New Sections Committee (Nat'l)
Social Chair
Program Chair
Program Co-Chair
Membership Chair
Scholarship Chair
Student Chapter Chair
Winter Workshop Chair
Golf Tournament Chair
Website Chair
Communications Chair

Tim Matthews
Nikki Reutlinger
Ron Osterloh
Rob Dell-Ross
Brian O'Connor
Kim Lehner
Chris Rideout
Tori Brinkley
Robert DePietro
Steve Mosher
James Nguyen
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Ashley Chan
Eric Granados
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