

Board Meeting Minutes

June 18, 2021

Attendees: Shawn Fleet, Sarah Blackburn, Jennifer Lott, Brad Cox, Richard Meehan, Chris Rideout, Tori Brinkley, James Nguyen, Nikki Parris, Mindy Sanders

Old Business/Action Items:

1. Banking Changes – Ongoing
 - a. Recommendations?
 - b. Did Make the change or need to vote? **No change has been made, and it may not be necessary anymore.**
 1. **The primary reason for switching was to have mobile check deposit, but we have that now.**
 2. **Other motivators: higher interest (minimal); ease of switching people on account.**
2. Update to the Bylaws from Strategic Planning Meeting – On ASHE Cloud (Georgia-> Bylaws) (send email to Mindy if you don't have access) **This has been low priority.**
 - a. Final comments
 1. **Mindy will send final comments to Richard as a refresher.**
 2. **Need to confirm whether co-treasurer / co-secretary have voting rights per bylaws.**
 - b. Will need to hold a vote on the changes, 2/3 of section members need to vote
 1. **Try to make this easy to get a good response, like a one question email survey**
3. ASHE National Conference
 - a. 2021 (5/25-27) Virtual Conference
 1. \$50 registration.
 2. Missed the registration amount. Not the most from GA but close.
 1. **We were somewhere in the high 20s**
 - b. 2022 May 12-15 Columbus, OH
 - c. 2023 (June) Atlanta, GA (Cumberland) – www.2023.georgia.ashe.pro
 1. **Update summary??**
 - d. 2024 (TBD) Raleigh, NC
 - e. **2025 Poconos**

New Business

- a. Approve February Meeting Minute.
 - a. **Shawn proposes that we resume approval of minutes and post minutes to website for members to view**
- b. Past Events
 - a. June 19, 2020 – ASHE Lunch Meeting – Tim Matthews & Officer Installations
 - b. September 18, 2020 – ASHE Lunch Meeting (Virtual) – Curiosity Lab
 - c. October 23, 2020 – ASHE Lunch Meeting (Virtual) – Meg Pirkle
 - d. December 3, 2020 – Holiday Social (CANCELLED)
 - e. February 5, 2021 – ASHE Lunch Meeting (Virtual) – Erica Parish
 - f. March 7-8, 2021 (Virtual) - Winter Workshop
 - i. Seems like a long time ago now.
 - ii. Any Updates
 - iii. Have we worked everything out with ITE?
 1. **We have not yet received payment from ITE. It tends to take a while which is OK since we do not depend on revenue for budget purposes.**
 - g. March 30, 2021 - (Virtual/in person) Transportation Summit (No official Social Event)
 - i. Was great to be in person
 - ii. Any Updates
 - h. March 31, 2021 - GSWCC Training
 - i. Great job by Michael

- ii. Held two sessions
 - i. April - Event Not Held
- c. Budget overview:
 - a. 2021-2022 Budget Approval
 - i. We netted \$2,600 last year
 - ii. 2021-2022 remains the same from previous year
 - iii. 2022 National Conference in Columbus
 - 1. We have a conference scholarship line item of \$5,000 in operating budget to help send members
 - 2. Additionally, we have a scholarship budget built into our 2023 conference budget
 - iv. Shawn makes a motion to approve the 2021-2022 budget. Chris seconds the motion. All present are in favor so the motion passes.
- d. Membership Renewals Status
 - a. Renewals
 - i. Membership took a hit in 2020 as we had a ~15-20% drop rate. Let's follow up aggressively this year with those who are dropping to try to keep our numbers up.
 - b. New Members
 - i. Mail pins and other new member materials
 - ii. Brad will order ~10 "past president" pins through the ASHE National store so that we have a stockpile
 - c. Collect Dues
- e. Future Events
 - a. Golf Tournament
 - i. At Marietta City Club
 - ii. Date: September 16 Locked yet?
 - iii. Attendance Limits??
 - iv. Fees:
 - 1. Green Fee = \$67.00 + tax,
 - 2. Lunch = \$14.00 + 20% service fee + tax
 - 3. Outside Beverage Fee = \$3.50 + 20% service fee + tax
 - 4. Outside Food/Snack Fee = \$3.50 + 20% service fee + tax
 - 5. Sub Total = \$92.20 + tax (~\$115 with tax and gratuity)
 - 6. Covered by Golfers
 - 7. Sponsorship
 - 8. Anything else to note?
 - v. Discussion
 - 1. Cons: Marietta City Club is more expensive than other options and the location isn't central
 - 2. Consider keeping cost for members <\$100 and let sponsorships cover the difference. Keep max fee at \$125/golfer.
 - b. July Social Event
 - i. Event Ideas
 - 1. Battery
 - 2. Brewery
 - 3. Others
 - 4. "Pop up" event due to time constraints. Battery is a good option since it was wide open at the last happy hour.
 - a. Make sure we won't have to deal with food/beverage minimums, attendees can pay for their own food/drinks.
 - b. Cindi will look into options and finalize plans
 - c. Potential date: Thursday, July 29th
 - c. August Bowling – likely a no-go for this year
 - d. August/September Luncheon Event
 - i. Scholarship???

- ii. Speaker/Topics – Josh?
 - iii. Date/Time
 - iv. Platform
- e. September 30, 2021 Kaiser Run Thursday, September 30, 2021 - NEW Location! Piedmont Park! Back to tents!
 - i. Shawn to start planning
 - ii. Past participants, H&L, CHA, GSP, HNTB & VHB with GDOT
- f. October Luncheon Event ????
 - i. Would like to have Lewis Cooksey but have not had luck pinning him down yet. Brad will talk to Lewis.
 - ii. If Gwinnett does not work out this month, think about technical topics that may appeal to younger engineers, especially GDOT employees
- g. November 16th – Transportation Summit (Athens)
 - i. Social booked at the 40 Watt - We'll kick in \$500
 - ii. Other Sponsor info: Richard
- h. December Holiday Party – Azalea Drive Location????
 - i. Fees
 - ii. Date/Time – Roswell River Landing may have rolled us over into 2021 for the 1st Thursday in December since 2020 was cancelled. Confirm with Cindi.
 - iii. Platform
 - iv. Cindi has a lot on her plate! Let's try to get some help for her, possible through a call for volunteers in an email blast, or get a past president involved
- i. February Luncheon Event
 - i. Speaker/Topics
 - ii. Date/Time
 - iii. Platform
- j. Winter Workshop
 - i. ITE planning starting after summer Seminar is over
 - ii. Need Lead: Discussed 1st or 2nd VP??
- k. Technical difficulties at today's meeting
 - i. Zoom was causing problems, so may want to consider alternatives if we continue hybrid model.
 - ii. Consensus is that it is good to have a virtual option to attract more attendees who may not be able to join in person.
 - iii. Should we invest in something more high-tech? Ask ACEC and other organizations what they use.
- l. Scholarships

Committee Reports (as needed):

1. Nominating Committee
2. Social Committee Report (Cindi)
3. Golf Committee Report (Ashley)
4. Program Committee (Chris/Tori)
5. Budget (Brad)
6. ASHE Membership Committee Report (Robert)
7. Winter Workshop Committee Report (Need to Find Somebody) VP1 or VP2
8. ASHE Website (Eric/Mindy)
 - a. Meeting minutes: Last Update in 2019
 - b. Need to update officers and chairs of course
 - c. Noticed at the bottom we have 2020 national conference linked.

9. Scholarship Committee Report (Steve)
 - a. [Jim McGee applications were due to Steve in May. See if he will be ready to award by the August meeting. Sarah can share our tentative meeting date so he can prepare.](#)
10. Communications (Sasha)
11. Student Chapter (James)
12. Georgia Engineers Alliance (Mindy/Richard)
13. National Representative Reports (Nikki/Tim/Scott/Jason/Brian/Mindy)
14. Regional Representative Reports (Scott/Rob/Holly)

2020-2021 ASHE Georgia Chapter Officers

President	Shawn Fleet	sfleet@heath-lineback.com
1 st Vice President	Sarah Blackburn	sarah_blackburn@gspnet.com
2 nd Vice President	Lindsey Dunnahoo	lindsey.dunnahoo@aecom.com
Secretary	Jennifer Lott	jlott@aulickengineering.com
Co-Secretary	Vacant	
Treasurer	Brad Cox	BradCox.ashega@gmail.com
Co-Treasurer	Vacant	
Past President	Richard Meehan	richard.meehan@loweengineers.com
Director Year 1	Jenny Jenkins	jcjenkins@VHB.com
Director Year 2	Karyn Matthews	Karyn.Matthews@arcadis.com
Director Year 3	Chris Rideout	crideout@croyengineering.com

Committee Chairs

Social Chair	Cindi McAdams	cmcadams@ecslimited.com
Program Chair	Tori Brinkley	Victoria.Brinkley@wsp.com
Program Co-Chair	Jared	JEstes@maserconsulting.com
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Winter Workshop Chair	Vacant	david.jackson1@mottmac.com
Golf Tournament Chair	Ashley Chan	ashley.chan@jacobs.com
Website Chair	Eric Granados	egranados@chacompanies.com
Communications Chair	Sasha Ugi	sugi@croyengineering.com

National/Regional Representatives

National President	Tim Matthews	tmatthews@dot.ga.gov
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National Technology Committee Chair	Mindy Sanders	mhsanders@pontengineering.com
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Regional Secretary	Holly Painter	holly.painter@kci.com
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2023 National Conference Committee

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Vice-Chair - Finance	Richard Meehan	Richard.meehan@loweengineers.com
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