

# Board Meeting Minutes

February 18, 2022

## Old Business/Action Items:

1. Banking Changes – Ongoing: This issue is on the backburner for now, no discussion.
  - a. 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)
  - a. Final comments
    1. Mindy to send final comments to Richard as a refresher.
      1. Mindy sent the final comments to Richard which he will review and respond.
    2. Need to confirm whether co-treasurer / co-secretary have voting rights per bylaws. Status??
  - 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.
    2. Should we set a deadline?
3. ASHE National Conference
  - a. 2022 May 12-15 Columbus, OH
    1. Prepping for conference – ordering trinkets, etc.
    2. We'd like for as many people as possible to attend
  - b. 2023 (June) Atlanta, GA (Cumberland) – [www.2023.georgia.ashe.pro](http://www.2023.georgia.ashe.pro)
  - c. 2024 (TBD) Raleigh, NC
  - d. 2025 Poconos

## New Business

- a. Approved August Meeting Minutes
  - a. The October Meeting Minutes need to be approved and need to be posted to the website.
    - i. Meeting minutes approved
    - ii. Eric Granados stepping down from website committee; Eric or Mindy can show Jennifer how to upload, and Secretary can be responsible for posting approved minutes moving forward
- b. Recent Past Events
  - a. February 5, 2021 – ASHE Lunch Meeting (Virtual) – Erica Parish
  - b. March 7-8, 2021 (Virtual) - Winter Workshop
    - i. We got paid \$2300.
  - c. March 30, 2021 - (Virtual/in person) Transportation Summit (No official Social Event)
  - d. March 31, 2021 - GSWCC Training: Two Meetings
  - e. April - Event Not Held
  - f. June 18, 2021 - ASHE Lunch Meeting (In Person & Virtual) Tim Matthews and Albert Shelby
  - g. July 29, 2021 – Social Event a Terrapin Tap House
  - h. August 19, 2021 - ASHE Lunch Meeting (In Person) Josh Rowan
  - i. August 26, 2021 Bowling Bowlero Roswell
  - j. September 16, 2021 – ASHE Golf Tournament: At Marietta City Club
  - k. September 30, 2021 Kaiser Run canceled due to Covid
  - l. October 15, 2021 - ASHE Luncheon: Lewis Cooksey, PE, Gwinnett DOT
    - i. Pinckneyville Park Community Recreation Center
    - ii. Sold Out – 115 Signed up
    - iii. Location worked. Good affordable option. Great turnout. Parking was an issue due to film crews taking over parking lot but not sure what we can do about that (or if it'll be an issue ever again) other than ask them to warn us so we can notify people.

- iv. Had many board members not attending and set up was not completely planned. Need better backup plans and notices when people are out.
  - 1. The Board present discussed ASHE Section purchasing a projector and computer for running meetings and not relying on company systems.
    - a. Tori will start looking into projector ideas
  - 2. Also, Shawn suggested a checklist be started a week before the meeting to make sure all is in order.
- m. November 16<sup>th</sup> – Transportation Summit (Athens)
  - i. ASHE contributed \$500
  - ii. Location: 40 Watt, Athens, GA
  - iii. Approximately +/-200 in attendance – Cindi said we were ~286 people
  - iv. Consider alternatives for the future where there is another event before/after or staggered with the band so that there is an opportunity for networking in a quieter location
- n. December 2<sup>nd</sup> Holiday Party – Azalea Drive
  - i. 95 Registered Participants
    - 1. There were a lot of new faces there, including some younger folks and non-members
  - ii. Shawn needs to distribute the rest of the awards.
  - iii. Seemed to go well?
  - iv. Any Items to add?
- c. Budget
  - a. 2021-2022 Budget was approval at August Meeting
  - b. Made good on golf.
  - c. Made October \$1,800 on today's meeting.
  - d. Brad took in about \$3000 on past due amounts at the October meeting door.
  - e. Discussed late fees for past due amounts. See below for more.
  - f. Any New items to Discuss?
- d. Membership Renewals Status
  - a. Renewals Discussion
    - i. Now that we are through renewals, need to send new members to National. Should consider doing more often (quarterly?) and want to get the last batch to National by March 1<sup>st</sup> to ensure will be counted in the tally for the National award.
      - 1. Jennifer to complete this before the March 1<sup>st</sup> deadline (i.e., next week)
    - ii. Status to sending to national?
  - b. New Members
    - i. Mail pins and other new member materials:
    - ii. Lindsey has the pins and will get them to Jennifer at the next event. Was there anything on this?
      - 1. Jennifer has these
    - iii. Brad will order ~10 "past president" pins through the ASHE National store so that we have a stockpile.
      - 1. Brad has the pins. It was discussed to bring to Holiday Party to Give out during awards.
      - 2. Shawn has the "past president" pins. I can distribute or wait till next Holiday party.
        - a. Try to get these distributed before the 2022 National Conference
  - c. Collect Dues – Do we need to discuss?
- e. Future Events:
  - a. January Luncheon Event, Bumped to February 18<sup>th</sup> due to Omicron Spike
    - i. Speaker/Topics:
      - 1. Chris Tomlinson, SRTA,GRTA/The ATL, Executive Director - Update on SRTA/GRTA/The ATL Transit Link Authority
      - 2. Maggiano's – Buckhead
      - 3. Any more to add

4. Lower attendance than usual, likely due to the holiday weekend (some county schools are closed today)
- b. Winter Workshop 2022:
  - i. Thank you Steve for stepping into the roll!
    1. Need to figure out a Co-Chair to be in a better position next year. Ideas???
  - ii. Any Report Update
- c. Poker Tournament:
  - i. Maybe the 17<sup>th</sup> or the 24<sup>th</sup> of March
    1. Plan on March 24<sup>th</sup> since the 17<sup>th</sup> is St. Patrick's Day
  - ii. I checked with Jay and United is good to host. Just need send the dates
  - iii. What needs to happen to get this rolling!
    1. Cindi will coordinate with Brad on prizes, etc.
    2. Can purchase new decks of cards at Costco
    3. Each table needs a Table Captain
- d. April Meeting/Field Trip:
  - i. Maybe a 400/285 Interchange Site Visit???
  - ii. Other Ideas?
    1. Scott suggested Cobb DOT Safety Village
    2. Typically do 3<sup>rd</sup> Friday but that is Good Friday, so try for April 22<sup>nd</sup>
- e. ASHE Golf: Tentatively targeting May 5<sup>th</sup> at Bradshaw Farms
  - i. Anything else to add
  - ii. Marietta City Club is potential backup location
- f. 2023 ASHE National Conference May 11 to May 15
  - i. Who is all planning to go?
    1. Nikki is booked
    2. My hotel is booked. I'd recommend doing that.
    3. Would like for as many volunteers as possible to go, especially if they haven't attended a national conference before.
      - a. Committee chairs should encourage committee members to attend
  - ii. Scholarship for 2022 conference. There is a PDF application we need to update and send out? Who is responsible for that? Richard?
    1. Shawn planning on sending this out on Monday – send to current board and committee members. Normally have \$3k available, planning to double it this year.
  - iii. In the past I think we had a Google page to keep track of and try to get on the same.
    1. Flights, Ground transportation sharing
    2. Phone numbers
- g. June 17<sup>th</sup> Meeting
  - i. Typically done at GDOT with GDOT presenters
  - ii. Could try for Russell McMurry, or a GDOT board member (Kevin Able?)
  - iii. Could plan this for Thursday afternoon after the Board meeting
  - iv. Contractor? Another option to consider for the future. Panel discussion!
- h. Next E-Blast Announcements
  - i. Winter Workshop
  - ii. Poker Tournament registration date
  - iii. April Meeting???
  - iv. ASHE Golf May 5<sup>th</sup> save the date
  - v. 2023 ASHE National Conference May 11 to May 15
  - vi. National Conference? Send out in the near future.
- i. Scholarships
  - i. The previous meeting, there was a discussion about scholarships, particularly ensuring that there are no barriers to awarding different amounts to the winners instead of awarding \$2k each. Brad can change future budgets to allow \$4k total rather than \$2k each. Steve will review the language in the scholarship advertisements and propose a revision to reflect this change.

- ii. Updates on the review the scholarship language form Steve?
- iii. Babs Awarded today to Ronald Knezevich
- iv. McGee scholarship is next given in August, so a ways out.
- v. Anything to note moving forward
- j. Anything additional?
  - i. Discussed covid contract language:
    - 1. Karyn sent the info out to the group on Sept 2nd. Anything additional here?
  - ii. ASHE 2023 conference group meeting Next Meeting???
  - 1. Budget meeting coming up soon
  - 2. Need to add committee members to Sasha's committee – Amy South?
  - 3. Next big group meeting will likely take place after the 2022 conference
  - 4. We'll have a debrief Sunday morning after the 2022 conference – include this in the next email about the conference
  - iii. Open Road Training Planning Ongoing
- k. Discussion for next Board Meeting:
  - i. Adding late fees for folks that won't pay. Brad is having trouble getting people to pay after events and there isn't much pressure he can add.
  - ii. Purchase ASHE computer/projector – Need to determine better approx. cost in order to vote.
  - iii. Discussion of new board for 2022/2023 and filling vacancies.
    - 1. Call for nominations? Some people will be rolling up into new roles, so we'll have vacancies. We also have current vacancies.
    - 2. Regional Nominations – Due May 13<sup>th</sup>

### **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)
9. Scholarship Committee Report (Steve)
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)
  - a. Talks of regional trying to do own conference. Considered trying to tag along on Winter Workshop but since that is an ITE event we tagged along with to begin with, was suggested that was not the best idea.
15. National Conference 2023

## 2021-2022 ASHE Georgia Chapter Officers

President	Shawn Fleet	sfleet@heath-lineback.com
1 <sup>st</sup> Vice President	Sarah Blackburn	sarah_blackburn@gspnet.com
2 <sup>nd</sup> Vice President	Lindsey Dunnahoo	lindsey.dunnahoo@aecom.com
Secretary	Jennifer Lott	jlott@aulickengineering.com
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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	mccindi2016@gmail.com
Program Chair	Tori Brinkley	Victoria.Brinkley@wsp.com
Program Co-Chair	Jared	JEstes@maserconsulting.com
Membership Chair	Vacant	
Scholarship Chair	Steve Mosher	Steve.Mosher@bargedesign.com
Student Chapter Chair	James Nguyen	jnguyen@peachtreecornersga.gov
Winter Workshop Chair	Steve Mosher	Steve.Mosher@bargedesign.com
Golf Tournament Chair	Ashley Chan	ashley.chan@jacobs.com
Website Chair	Eric Granados	egrnanados@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 Director 2 Year SE	Jason Hewatt	jasonrhewatt@gmail.com
National Conference Chair	Nikki Parris	nicole.parris@atkinsglobal.com
National Technology Committee Chair	Mindy Sanders	mhsanders@pontengineering.com
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Regional Secretary	Holly Painter	holly.painter@kci.com
Regional Rep/Nominating Committee	Mindy Sanders	mhsanders@pontengineering.com

## 2023 National Conference Committee

Conference Co-Chair	Karyn Matthews	Karyn.Matthews@arcadis.com
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