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| |  |  |  |  | | --- | --- | --- | --- | | **Iowa Section ASCE**  **Board of Directors Meeting**  **November 21, 2019 Ridge Golf Club**  **Pizza Ranch, Grinnell, IA** | |  | ASCE_logo_sig_high res | |  | ASCE Mission: Developing leadership, Advancing technology, Lifelong learning and Promotion of the profession | | | |
| **1. Call to order** at 12:00 noon by Kari Sebern | |

* 1. Roll Call – Della Caldwell

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| Members Present | Telephone | Members Absent |
| Josh Trygstad, P.E.  Kari Sebern, P.E.  Dave Mulholland, P.E.  Ed Sowder, P.E.  Della Caldwell, P.E.  Jenifer Bates, P.E.  Justin Widdel, P.E.  Mike Barkalow, P.E. |  | William Mabuce, P.E.  Stephanie Then-Hooge, EI  Erin Steever |

* 1. Review of minutes for regular meeting of October 17, 2019.
     1. Motion to approve meeting minutes (Josh), second (Jen) and approved.
  2. Review of the agenda
     1. Motion to approve (Mike), second (Dave) and approved.

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| **2. Special Presentations** |

1. Daniel Zirtzman – Engineers in Action in Iowa (not present)
   1. Organization formerly known as Continental Crossing
   2. Requesting sponsorship
2. Budget review shows that ASCE has sponsored them in the past as the $500 level
3. Board agrees to continue at $500 level, with $500 more discretionary (will vote on when approve FY20 budget)
4. Eastern Iowa YMG requesting increase in stipend (Della Caldwell speaking on behalf of EI YMG)
   1. YMG submitted financial summary for FY 2019-2020
   2. Shows increased costs for membership building and student involvement
   3. Requests increase of yearly stipend form $2000 to $3500
   4. Review of budget for Iowa section shows set asides for outreach, student involvement, etc.
      1. In order to maintain line items, board proposes an increase in stipend to $2500, with an additional $500 for outreach events to be reimbursed to YMG (will vote on when approve FY20 budget).
      2. YMG is encouraged to pass on information related to additional costs throughout the year to the State board for further consideration of reimbursement
   5. Central Iowa YMG has not submitted a budget request. As such the board will consider additional funding for their YMG separate from EI YMG, and only upon request from Central YMG.

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| **3. Financial Affairs** |

1. Financial report FY20 budget– Justin Widdel –Treasurer’s Report
   1. Justin presented yearly operating budget, but notes that 2019 -2020 cannot be finalized until outstanding requests come in.
   2. A transfer of $12,800 from reserves was noted.
   3. Line item for $1000 charitable donation is noted for Engineers in Action
   4. Line item for Future City donation of $500 will be moved to pre-college outreach. This line item will total $1000, and be used to fund k-12 at a state and YMG level
   5. Correct line item for joint meeting.
   6. Increase Annual YMG allotment to $5,000
   7. Line item for student/YMG competitions and conferences added at $1,000
   8. New line item for membership recruitment and retention at $500
   9. $15,000 to $17,500 has been set aside for Centennial and E-week activities
   10. Motion to approve budget based on markups made at this meeting (Josh), second (Ed), Approved.
2. Expenditures
   1. Marlee Walton Denver expenses of $584.36
   2. Ed June meeting at pizza ranch and 2nd plaque for project award
   3. Lunch for today’s meeting
   4. Motion to approve expenditures (Josh), second (Mike), and approved.
3. Motion to approve last month’s report (Josh), second (Dave), Approved

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| **4. Section Business** |

1. Organizational – Kari Sebern
   1. A printed version of the officers manual will has been provided. Kari will update target dates and officer duties, and then the board can make changes to specific duties.
   2. The Multi Regional Leadership Conference (MRLC) will be held in Detroit on January 9, 10 and 11, 2020. Dave will represent the Iowa Section.
   3. Kari and Mike will attend the Fly-in in March 2020
   4. Administrative – no update.
2. Coordination with National
   1. Annual report is due Decemeber 30th. Kari will submit.
3. Section History and Archives – no update.

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| **5. Member Communications & Feedback** |

1. Newsletter – Stephanie Then Hooge not in attendance, no update given
2. Email broadcasts – no update.

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| **6. Membership Services & Recognition** |

1. Membership Status – Ed Sowder
   1. Membership numbers were emailed to board prior to meeting
2. Member recruitment/retention – no update.
3. Life Member recognition – no update.
4. New CE graduate recognitions – no update.

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| **7. Coordination with Affiliates & Others** |

1. YMG’s – no update
2. Student Chapters– Dave Mulholland
   1. Emails need to be sent to Central Iowa YMG and Student chapters to remind them of the MLRC in January
      1. Eastern Iowa YMG is sending 2 members to the MLRC (Della Caldwell and Kelly Wollner)
3. Joint Section/YMG/Student meetings
   1. Iowa State University\Central Iowa YMG Joint Meeting set for February 19, 2020 at the Gateway Hotel.
   2. Need to set up University of Iowa\Eastern Iowa YMG Joint Meeting (Occurs in April 2020).
   3. Need to set up Dordt University Joint Meeting (Occurs in October 2020).
4. Region 7 – Jenifer Bates –
   1. Jenifer will not continue as the Region 7 representative. She will serve as a co chair for the centennial committee.
   2. Ben Cole has accepted position of Region 7 representative
5. Region 7 –no update

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| **8. Professional Development** |

1. Governors Forum – Mike Barkalow
   1. Update on governors forum. Big take away is that membership numbers are going down.
2. Technical Conferences
   1. Have been well attended
   2. Geotechnical conference will be held on March 26, 2020.
   3. Water resources conference will be held on April 9, 2020.
3. Scholarships – No update.
4. Region Awards – Josh Trygstad – No update.
5. New Officer Recruitment – Board members are encouraged to send in names of members who they think will be interested.
6. Section Awards

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| **9. Outreach/Public Relations** |

1. E-week – Kari Sebern – No update
2. Strategic plan – no update.
3. Pre-college outreach – no update.
4. Public & Government Relations – no update.

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| **10. Old Business** |

1. 2020 Centennial
   1. Jenifer Bates and Dave Claman will co-chair this event.
   2. A committee has been created, and invites sent out.
   3. First meeting will be in December
2. Treasurer changes / access to account
   1. Jeff Fadden, Tom Lisi and Lisa Burch are currently listed on the account
   2. Board requests
      1. Tom Lisi and Lisa Burch be removed from the account
      2. Jeff Fadden remain on the account during this transition period. His removal will be voted upon at the next meeting.
      3. New treasurer, Justin Widdel, to be added as a signer to account.
   3. Motion to approve changes to ASCE Iowa account (Mike), second (Josh), Approved
   4. Justin will be in contact with Jeff to make these changes.

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| **11. New Business** |

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| **12 Adjourn** Meeting 2:30 pm: |

Motion to Adjourn (Mike), second (Dave) and approved.

Proposed next meeting scheduled <need to verify date>

*These minutes are being submitted to the Board of Directors of the Iowa Section of the American Society of Civil Engineers as an actual account of the proceedings of the Board meeting according to my notes taken.*

Della Caldwell, E.I.T.

**Secretary**