



ASCE Mission: Developing leadership, Advancing technology, Lifelong learning and Promotion of the profession

1. Call to order at 12:10 pm by Joe Spradling

- a. Roll Call – Kari Sebern

Members Present	Members Absent	Guests
Joe Spradling, P.E. Josh Trygstad, P.E. Jeff Fadden, P.E. Kari Sebern, P.E. Jenifer Bates, P.E. Ben Cole, P.E. Aaron Granquist, P.E. Brian Boelk, P.E.	Brian Willham, P.E. Lisa Burch, P.E.	Stephen E. Jones, P.E. Brice Stafne

- b. Approval of Minutes Approval of minutes for regular meeting of July 15, 2015 with the exception of Ben being absent. Motion to approve (Ben), second (Josh) and approved.
- c. Approval of Agenda: Motion to approve (Ben), second (Kari) and approved.

2. Special Presentations – None

3. Financial Affairs

- a. Monthly financial report – Jeff Fadden –Treasurer’s Report
 - i. Treasurer’s Report No:10 FY14/15.
 - ii. Upcoming Seminar not in report. Will be in upcoming report.
 - iii. Conference graphs a net number
 - iv. Budget is for fiscal year, conference payment disbursements may not align with fiscal year.
 - v. Approval of Report: Motion to approve (Ben), second (Josh), and approved.
- b. Expenditures
 - i. Invoice submitted by Steve Jones for Geotech ('14) and EWR('14) planning, Ben submitted partial reimbursement for ASCE National Conference registration and purchase of retractable banner, Jenifer submitted reimbursement for Region 7 Governor/Assembly meeting, and lunch bill for today’s meeting.
 - ii. Approval of Expenditures: Motion to approve (Aaron), second (Jenifer), and approved.

4. Section Business

- a. Organizational – Joe Spradling
- b. Administrative
 - i. Current Conference Oversight Structure
 - 1. Ben and Joe have been more involved with Structures and Transportation Conferences in an effort to facilitate better communication between the technical committees and Steve Jones and to better understand the process and shortcomings.
 - 2. While Steve Jones is an invaluable resource with his vast institutional knowledge and connections in the industry, he is not fulfilling current contract requirements and it is time to

proceed forward and identify someone who would be interested in this position and begin this transition.

3. This will require termination (and formal review by committee) of Steve's current contract and establish new contract with the identified person as well as a revised contract with Steve during this transitional period. Create committee to perform official review of Steve's contract.
 4. While all of his efforts are appreciated, it is evident that additional resources (an additional person) are necessary
 5. Would still like to have Steve J. involved and coordinating with the various technical committees as much as he desires, but it will be on a voluntary basis.
 6. Would have someone else function as oversight and in charge of conference planning efforts.
 7. Agreed to pay Steve Jones until the end of the year to include compensation for efforts with Structures and Transportation Conferences
 8. Marlee Walton has expressed interest in this type of position
 9. Joe and Ben agreed to discuss this with Steve Jones directly
 10. If Marlee agrees to the position, Jen agreed to help her with the transition
 11. Board agreed that it makes sense to make a 2 year contract such that a review process occurs every two years
 12. Board also agreed to add conference milestone dates to the 2 year contract
- ii. Secretary Position
 1. Lisa needs to transition out of the Secretary position due to increased work load requirements
 2. Mike Barkalow expressed interest and has been appointed as Lisa's replacement.
 3. Lisa will help with his transition
- c. Coordination with National
 - i. Webinar Partnership – Received formal agreement. We will start implementing advertising for this in the newsletter, website and one additional post (Facebook and/or Twitter) per month per contract agreement.
 - ii. SPAG grant final report – Joe and Steve D. prepared.
 - d. Officer Training & Meetings
 - i. Region 7 Meeting, July 31-August 1, Colorado Springs, Jenifer gave a written report summarizing the meeting
 - ii. Presidents and Governors Forum September 20-21, Reston, VA
 1. Aaron Granquist plans to attend on behalf of the Section
 - iii. 2015 National Convention October 11-14, New York, NY
 1. Ben Cole plans to attend on behalf of the Section
 - e. Section History & Archives: No update

5. Member Communications & Feedback

- a. Newsletter – Kari Sebern
 - i. Newsletter to go out next week highlighting Annual Conference registration, joint Storm Water BMP webinar with MPO, Jen's Region 7 Meeting Update and GeoOmaha (and future geotechnical conference).
 - ii. Brice Stafne was in attendance and expressed interested to take over as Communications Officer following the Annual Meeting. An official appointment would be tabled until the October Board meeting upon verification of new Board of Directors.
 - iii. 77 Facebook followers and 84 Twitter followers
 - iv. Kari agreed to add a specific distribution list in Constant Contact which includes Regional Governors in an effort to keep them informed with Section business. We plan to send monthly newsletter to them as well.

- v. Our newly created discount code was not used when registering for the Storm water webinar since it is sponsored by the Section
- b. Website
- c. Email (or USPO) broadcasts – Aaron Granquist

6. Membership Services & Recognition

- a. Membership Status – Aaron Granquist (report via email)
 - i. Number in database: 939

	National Dues	Section Dues
Current as of 2015	717	606
Current as of 2014	127	105

- b. Member Recruitment/Retention
- c. Life Member Recognition
 - i. Aaron has life member certificates and pins for presentation at the Annual Meeting
 - ii. Aaron has sent email to invite them to the banquet
- d. New CE graduate recognition

7. Coordination with Affiliates & Others

- a. YMGs – Josh Trygstad
 - i. EIYMG Project Tour coming up
 - ii. Working on Joint meeting at Dordt in October and wants to have planned by the Annual Conference.
 - iii. CIYMG Golf Tournament is September 11, 2015 at 12:30
- b. Student Chapters: No update
- c. Universities: No update
- d. Joint Section-YMG-Student Meetings: See 7.a.ii.
- e. Region 7 – Jenifer Bates

8. Professional Development

- a. Annual Conference – Steve Jones
 - i. Discussion and update on conference details, etc. Letters to speakers going out soon. Conference planning to send out e-mail blast.
 - ii. Possible dinner Wed. night before, pending Brian Pallasch's itinerary. 7am Board meeting on the 10th at the Iowa Stater Restaurant.
 - iii. Banquet RSVP's for Scholarships, Awards, Life Members, etc. need to go to Ben. Ben to follow up with e-mail.
- b. Technical Conferences – Discussion on upcoming conferences and planning.
 - i. Geotech planning session on Aug. 28th. The committee would like to establish local Geo-Institute. It is free and they feel it will make their conference more attractive and boost attendance. Also general discussion about holding joint conference with MN, NE every few years (discussed pros/cons). Steve will get final paperwork finalized at planning session for the Geo-Institute and have Conf. Chair submit to Board.
 - ii. Structural: Need 2 speaker slots still and confirmation of workshop. Need additional speaker confirmations. Steve in discussion with Ed Huston to try to get something together on structural wood framing.
 - iii. Transportation: Two presentations (Chicago Circle) and Ford Motor Co. didn't work out. Need additional speakers to fill the gaps. The NACTO workshop or parallel track with the MPO is still being worked on. Steve exchanging e-mails with Dylan M. Save the date postcards going out soon for Structural and Transportation.

- iv. Environmental-Water Resource: Considering moving to first week in April to get more separation from Spring Break. Planning session will be later this fall.
- v. Survey Conf.: Last discussion with Matt Garber was to get planning session together this fall. Need to re-think conference structure as industry has been progressing so quickly.
- c. Scholarships – Brian Boelk
 - i. Awardees selected, Brian putting final touches on banquet invites and will follow up with everyone.
- d. Awards: Plaques ordered, all set.
- e. New Officer Recruitment
 - i. Communication Officer: Considering appointment in Oct.
- f. Section Award Competitions: Closed. Award winners contacted.
- g. Webinars – Joe Spradling: DMAPO joint webinar on Storm Water BMP's is a 50/50 share. Jeff to get invoice prepared for DMAPO. No RSVP's needed. ASCE to try to set up table with Report Cards, etc.

9. Outreach & Public Relations

- a. E- Week: No update
- b. Strategic Plan: No update
- c. Pre-college Outreach: No update
- d. Public & Government Relations: Aaron Moniza has been contacted and interested in becoming State Advocacy Captain. Aaron was to sign up and apply with National. Consider inviting Aaron to future Board Meetings and begin dialogue on how this may be structured moving forward. Ben to reach out Aaron.

10. Old Business

- a. Folders: No update.
- b. Section Banners: Ben, banner order placed and will receive by Annual Conference.
- c. Report Card Update
 - i. No real movement on the Agribusiness Report with Mike Shimkus. Joe reaching out to LTAP regarding Report Card briefing request for the Iowa Streets and Roads Conference Request (September 23-24).
- d. Technical Conferences
 - i. See Item 4.b.i

11. New Business

- a. Osher Lifelong Learning Institute at ISU. Steve's been approached at offering an "Infrastructure" course and wants ASCE's support. Would like a session on "Report Card", "Roads/Bridges", "Water/Wastewater", etc. They can stream/record sessions, maybe for ASCE's future use. Steve needs to get speakers locked down by end of Sept. Joe was interested, Steve to get him information.

11. Adjourn Meeting 1:15 pm:

Motion to Adjourn (Josh), second (Jen) and approved.

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 notes taken by Kari Sebern and Ben Cole.

Lisa S. Burch, P.E., LEED AP
Secretary