



Jason Carder, P.E.
President
John Hunter, P.E.
Vice President
Mike Conger, P.E.
Secretary-Treasurer
Steve Bryan, P.E. PTOE
Past President

2013 TSITE SUMMER BUSINESS MEETING MINUTES PARIS LANDING STATE PARK, BUCHANAN, TN JULY 27, 2013

President Jason Carder called the meeting to order at 8:40 AM.

The following Past Presidents of the Tennessee Section that were in attendance during the course of the Summer Meeting and were recognized: Steve Allen, Steve Bryan, Kevin Cole, Jeff Hammond, Craig Hanchey, Greg Judy, Chris Kirby, Hollis Loveday, Steve Meyer, Bill Moore, Cindy Pionke, Chris Rhodes and John Van Winkle.

The meeting minutes from the 2013 Spring Meeting were made available. The minutes were approved by a voice vote.

OFFICER REPORTS

President: President Jason Carder thanked everyone who had attended the Summer Meeting and especially those who were able to stick around for today's business meeting.

Vice-President: Vice-President John Hunter announced the upcoming meeting schedule and noted the next meeting would be held in the Space & Rocket Center in Huntsville, Alabama and would include admission to the space center so folks may want to consider bringing their families along:

ITE 2013 Annual Meeting:	Boston, MA (Aug. 4-7)
TSITE Fall 2013 Meeting:	Huntsville, AL (Oct. 17) (joint meeting with ALSITE)
TSITE Winter 2014 Meeting:	Date TBD, Nashville (TSU)
TSITE Spring 2014 Meeting:	Date TBD, Memphis
TSITE Summer 2014 Meeting:	Date TBD, Sevierville/Pigeon Forge/Gatlinburg
TSITE Fall 2014 Meeting:	Date TBD, Clarksville (joint meeting with TAPA)
2014 ITE Technical:	March 9-12, Miami, FL
2014 SDITE:	March 30-April 2, Greensboro, GA
2014 ITE:	August 10-13, Seattle, WA

Secretary/Treasurer: Secretary/Treasurer Mike Conger announced a total attendance of 40 members at the meeting. Mike noted that this was the first meeting where a new registration fee structure was being used to offer a discount for prepayment. He asked the members for any feedback on the new process and the comments were positive in regards to this system allowing us to be able to get a better handle on planning for each meeting. Mike presented the financial report showing deposits and debits since the Spring 2013 Meeting: The previous financial report showed a balance of \$16,972.60 (as of 4/30/13). Since that time, TSITE had deposits totaling \$2,678.66 and debits totaling \$9,678.08, for a balance of \$9,973.18 (as of 6/30/13). As of 6/30/13, the scholarship fund had a balance of \$39,924.26. Mike reported that the Scholarship Auction raised a total of \$3,357 for the Scholarship Fund. There was discussion regarding the balance of the Scholarship Fund going forward since the current distributions are well in excess of the donations coming in. Some members discussed matters such as exploring the possibility of setting up an endowment as well as different investment options that may be available. Jason Carder stated that the Board would be investigating and discussing the matter further including reviewing what other ITE sections are doing and following up with staff at International ITE. Additional discussions were held regarding ways to bolster the overall operating budget balance of TSITE. Martin Bretherton noted that International ITE recommends that sections should have at least 75% of their annual operating budget in reserve. Martin noted that other sections boost revenues through meeting



TENNESSEE SECTION INSTITUTE OF TRANSPORTATION ENGINEERS

Jason Carder, P.E.
President
John Hunter, P.E.
Vice President
Mike Conger, P.E.
Secretary-Treasurer
Steve Bryan, P.E. PTOE
Past President

sponsorships and other innovative techniques that TSITE might want to consider. Craig Hanchey stated that the Southern District ITE was in a similar situation as TSITE a few years ago and they took a hard look at what was important to spend money on in order to develop a balanced budget.

Section Representatives: Section Representative Kevin Cole reported on activities currently underway at the Southern District including the Education Fund Campaign Committee and determining ways to help sponsor the ITE Leadership Program. He stated that he was serving on the Membership Committee which was looking for ways to mentor young members and reach out to groups of professionals that we had previously not addressed in order to recruit new members to ITE.

Affiliate Director: No Report

COMMITTEE REPORTS

Audit: Chris Kirby reported that he had reviewed the financial records and found them to be in order.

Awards: Steve Bryan reported that the Awards Committee would be getting together in the next few weeks to select the award recipients who would be announced at the Fall Meeting.

Career Development: No Report

Legislative: No Report

Nominations: Steve Bryan reported that the work of the Nominations Committee was complete for this year and we would find out who the new officers would be at the end of today's meeting.

Scholarship: Steve Bryan reported that the work of the Scholarship Committee was complete for this year.

Section Relations: Mike Conger reported that he was able to produce a newsletter using a new format that hopefully everyone had received and enjoyed. He stated that he was looking for any volunteers or suggestions of good candidates to take over producing future newsletters.

Technical: Brandon Baxter reported that the Technical Committee was still finishing up work on updating the TSITE History Manual. He also mentioned that there would be a TSITE sponsored webinar in September for which Amy Burch would be looking for host sites.

Traffic Bowl: Greg Judy encouraged everyone to support the UT students as they next compete at the ITE Annual Meeting in Boston on August 6th.

OLD BUSINESS

- Planning Status Update for the 2016 SDITE Annual Meeting in Nashville (April 9-13) – Greg Judy reported that planning was continuing for the meeting and reiterated that the hotel contract was finalized with the Sheraton Music City Hotel in downtown Nashville. He mentioned that the hotel was going to be undergoing major renovation that was supposed to be complete in the middle of 2014. They have negotiated a room rate of \$179, which is in line with previous SDITE meetings.
- Leadership Training – Chris Rhodes asked if there was interest in continuing the Leadership Training program with another class next year. Jason Carder reported that the Board had discussed this and decided



TENNESSEE SECTION INSTITUTE OF TRANSPORTATION ENGINEERS

Jason Carder, P.E.
President
John Hunter, P.E.
Vice President
Mike Conger, P.E.
Secretary-Treasurer
Steve Bryan, P.E. PTOE
Past President

to pursue continuing the training next year and would be looking for volunteers to help conduct it.

NEW BUSINESS

- Election of Officers – Hollis Loveday and John Van Winkle (election tellers) announced the following election results for the 2014 TSITE Officers:
 - President – John Hunter
 - Vice President – Mike Conger
 - Secretary/Treasurer – Brandon Baxter
 - Section Representative 1 – Amy Burch
 - Section Representative 2 – Brad Waldschmidt
 - Affiliate Director – Greg Sheehan

- Discussion of Developing Remote Meeting Attendance Options – John Van Winkle noted that he had seen discussions on an ITE forum regarding some sections that set up remote access to their meetings through some type of video conferencing and had asked the Board members whether this was something that TSITE might want to consider. Jason Carder stated that the Board had discussed this and there were a few concerns noted including the potential for reduction of physical attendance at meetings since folks would be able to participate from their offices. The overall logistics and technology needs were also concerns such that it was decided to not pursue this at the current time however it can continue to be explored as an option in the future.

With no further business to consider, the meeting was adjourned at 9:45 AM by President Jason Carder.