

**SOUTHERN DISTRICT ITE
BOARD MEETING MINUTES
APRIL 2, 2006
MARRIOTT HOTEL, JACKSON, MISSISSIPPI**

I. CALL TO ORDER

The Board Meeting was called to order by SDITE President Steve Strength at 3:00 PM.

II. AGENDA REVIEW AND SELF INTRODUCTIONS

SDITE President Strength introduced himself and thanked everyone for attending. All present introduced themselves and their Section/District roles. President Strength noted that there were several distinguished guests at the meeting including Tom Brahms (International ITE Director), Rich Romer (International ITE President), Tim Harpst (International ITE Past President), Earl Newman (International ITE Vice President), Rod Kelly (International ITE Vice President Candidate) and Alf Guebert (International ITE Vice President Candidate).

III. TRIBUTE TO DECEASED MEMBERS AND FRIENDS

SDITE President Strength recognized the deceased member of SDITE since the last Annual Meeting. Those were:

Marble Hensley (TN), Vic McSwain (AL), Jimmy Downs and Blaise Carrier (both friends of the Deep South Section from Louisiana) and Al Williford (NC).

IV. APPROVAL OF MINUTES FROM LAST BOARD MEETING (December 5, 2005 in Knoxville)

The minutes from the December 5, 2005 Board Meeting in Knoxville, Tennessee were reviewed. A motion to approve the minutes was made by Stan Polanis (NC) and seconded by Jim Westmoreland (NC) and approved by voice vote.

V. DISTRICT OFFICER REPORTS

- **SDITE President Strength** gave an overview of his goals for the year. Those included having a successful Annual Meeting in Jackson, continuation of the Strategic Goal effort, reviewing the financial structure of SDITE and plans for the coordination of technical activities.

He presented a contact list that had been prepared of all the officers of the District and Sections within SDITE. He also presented a list of the committee chairman for the year.

- **SDITE Vice President Colin Kinton** reviewed his role for the year as well as presentation of the financial reports for 2005. He indicated he was looking forward to working on the District's Strategic Plan.
- **SDITE Secretary-Treasurer Craig Hanchey** indicated that Colin Kinton had prepared the financial reports for the previous year and no activity had occurred during the first months of 2006. A motion was made to approve the Secretary-Treasurers report by Colin Kinton (SC) and seconded by Kenny Voorhies (GA).
- **SDITE Secretary-Treasurer Hanchey** stated that all ballots for the election of new officers would be needed by the beginning of the Business Meeting on Tuesday.

John Van Winkle asked if the Section Grants (\$2,664.65 each) that were provided to each of the Sections in 2005 would be continued or if they were a one-time event. SDITE President Strength replied that the grants were a one-time event because the District had accumulated a large balance and was providing some of the surplus for the Sections to use at their discretion.

- **Past President Bob Murphy** indicated that he would be taking on the required responsibilities of a Past President including chairing the Nominations Committee for 2008 officers.
- **International Director Kenny Voorhies** reminded the Sections to take advantage of the Webinars that ITE has been offering on various technical topics.

International Director Voorhies discussed the possibility of having International ITE call each of the Districts by their geographical names as opposed to the District number. SDITE has been referring to itself as the Southern District rather than District 5 since its inception. He then made a motion that the Districts of ITE be called by their geographic name. The motion was seconded by Bill Seymore (KY) and approved by voice vote.

VI. DISTRICT COMMITTEE REPORTS

SDITE President Strength recognized the chairs of the various SDITE committees. The reports presented included the following:

- **Annual Meeting Local Arrangements** – Robert Walker made the report on behalf of LAC Chairman Hibbett Neel. He welcomed everyone and thanked them for coming. He also discussed the required relocation of the District Annual Meeting from Biloxi to Jackson due to Hurricane Katrina. He indicated the theme of the meeting was the recovery efforts in Alabama, Louisiana and Mississippi from Hurricane Katrina. He also reviewed the ABD meeting function and the technical tours for the meeting.
- **Annual Meeting Statistics** –Slade Exley gave a preliminary estimate of the attendance and stated that a complete report would be compiled with the detailed statistics for the Annual Meeting prior to the December Board Meeting.

- **Audit** (chaired by the Secretary-Treasurer) - Chair Craig Hanchey indicated that a committee would review the financial records from 2005 and present a report at the Annual Business Meeting on Tuesday.
- **Awards Committee** (chaired by the Past President) – Chair Stan Polanis reported that all of the District awards would be presented at the Tuesday evening Annual Banquet except for the Joseph M. Thomas Young Member Award. The Young Member Award would be presented at the opening session because the winner had to leave the meeting prior to the banquet.
- **Education/Student Chapters** – SDITE President Steve Strength presented the written report prepared by Chair Jeff Davis. The written report detailed the following awards for the year:

Outstanding Student Chapter – Clemson University

Runner-Up – NC State and Georgia Tech

Best Undergraduate Student Paper – Preston Denson (University of Mississippi)

Best Graduate Student Paper – James Heyward Mattox (Clemson University)

The Clemson University report will be forwarded to ITE as SDITE's nomination for ITE's Student Chapter Award.

- **Historical Records** – Chair Bob Stammer suggested that the District look at moving more toward electronic records.
- **Membership** – Craig Hanchey reported that as of February 28th, there were 1,382 voting members in the District. Counting students, affiliates and esteemed colleagues the total was 1,945.
- **Nominations** – Chair Rick Day presented a written report of the nominees for 2007 officers. He indicated the election would be held on Tuesday at the Business Meeting. Those nominated were:
 - President – Colin Kinton (SC)
 - Vice-President – Craig Hanchey (TN)
 - Secretary-Treasurer – Valerie Henschel (VA) and Karen Mohammadi (KY)
- **Professional Development** – no report
- **Publications** - SDITE President Steve Strength presented the written report prepared by Chair Sharon Schutz summarizing the publications prepared during the year.
- **Safety** - SDITE President Steve Strength presented the written report prepared by Chair Bob Canfield.

- **Site Selection** – Chair Hollis Loveday presented a written report with a list of the future annual meeting sites. Future annual meeting sites are:

2007 – Knoxville, TN (April 22-25)
 2008 – Charleston, SC (March 30-April 2)
 2009 – Birmingham, Alabama
 2010 – Portsmouth, VA
 2011 – Louisiana
 2012 – North Carolina
 2013 – Kentucky
 2014 - Georgia

- **Technical Council** – no report.
- **Web-Site Task Force** - SDITE President Steve Strength presented the written report prepared by Chair David Robinson. Chair Robinson announced that after many years of service, he was resigning from the committee. He indicated that Mike Reese would be the contact for the immediate future.
- **Student Scholarship Traffic Bowl** – Chair James Foster asked each of the Sections to report to him on the method they are using to select their teams. SDITE President Strength stated that any feedback from this year’s traffic bowl would be given to future LACs.
- **Strategic Planning** – Chair Richard Atkins reported on the organizational meeting held in Knoxville and then presented an overview of the effort and announced the champions for each area. Champions for each area are:

Technical Knowledge – Martin Bretherton
 Member and Section Services – Darrell Skipper
 Work Force Development – Bill Seymore
 Leadership Development – Brent McKinney
 Information, Communications and Outreach – John Van Winkle

Chair Atkins announced that a working session for each of the areas would be held on Wednesday morning during the Annual Meeting.

XII. SECTION REPORTS

- **Alabama Section** – Robby Anderson reviewed the report on the activities of the Alabama Section. The ALSITE scholarship fund is now at over \$111,000. Alabama will be updating its strategic plan during 2006.
- **Deep South** – Brian Fulton reviewed DSITE’s report on the activities of the Deep South Section. The section was tremendously impacted by Hurricane Katrina and thanked

everyone for their support and flexibility in moving the District Annual Meeting from Biloxi to Jackson.

- **Georgia** – John Funny presented an oral report on the activities of the Georgia Section. He noted that Georgia now has 18 committees and recently participated in an Engineering Academy for High School Students.
- **Kentucky** – Bill Seymore reviewed the report for the Kentucky Section. He indicated that Kentucky recently held a meeting at the University of Kentucky and would participate in a joint meeting with the Ohio Section in Cincinnati.
- **North Carolina Section** – Bill Morrison reviewed report submitted for the Section. He outlined the 2006 strategic initiatives, goals and objectives for NCSITE.
- **South Carolina** – Colin Kinton summarized the written report submitted by the South Carolina Section. He noted that South Carolina now awards three \$1,000 student scholarships. He also stated that the South Carolina Section is working hard in preparation for the 2007 District Annual Meeting to be held in Charleston.
- **Tennessee** – Hollis Loveday presented the Tennessee Section report. He noted that TSITE held a joint meeting with the Kentucky Section and a joint meeting with the Tennessee Chapter of the American Planning Association in 2005 and in 2006 they would hold a joint meeting with ITS Georgia and ITS Tennessee.
- **Virginia** – Jeff Minnix delivered the Virginia Section report. He reviewed the VASITE's activities including continuing education courses held on Advanced CORSIM and Roundabout Design and Analysis.

XIII. ABD REPORT – no report

IX. FUTURE ANNUAL MEETINGS

2007 – Knoxville, TN (April 22-25), Co-Chairs Hollis Loveday and Cindy Pionke

2008 – Charleston, SC (March 30-April 2), Co-Chairs Colin Kinton and Jeff Davis

2009 – Birmingham, Alabama, Chair Becky White

2010 – Portsmouth, VA

2011 – Louisiana

2012 – North Carolina

2013 – Kentucky

2014 - Georgia

X. INTERNATIONAL ITE REPORT AND VICE PRESIDENTIAL CANDIDATE COMMENTS

International ITE President Rich Romer discussed new certifications that were being introduced by ITE and stated that a formal report would be made at the Annual Business Meeting on Tuesday.

SDITE President Steve Strength introduced Rod Kelly and Alf Guebert, the two candidates for International ITE Vice-President and stated that each would be making presentations at the Annual Business Meeting on Tuesday.

XI. OLD BUSINESS

None

XII. NEW BUSINESS

Resolutions of Appreciation – SDITE Vice President Kinton read resolutions of appreciation prepared for the LAC, the ABD and Consultants for their support of the meeting.

Appointment of Tellers Committee – SDITE Strength appointed a tellers committee to be chaired by Scott Boyle.

XIII. ANNOUNCEMENTS

Date of Year End Board Meeting – SDITE Strength announced that the year end board meeting would be held on December 4th at the Francis Marion Hotel in Charleston, South Carolina.

XIV. ADJOURNMENT

There being no further business, Bob Stammer made a motion to adjourn the meeting. Bob Murphy seconded the motion and it was approved by voice vote at 5:05 PM

Meeting minutes prepared by Craig Hanchey, SDITE Secretary-Treasurer