



## Minutes

<b>Meeting Title</b>	Chapter 38 Board Meeting	<b>Start Time</b>	4:07 PM
<b>Results Desired</b>	Planning & Assignments	<b>Stop Time</b>	5:45 PM
<b>Date</b>	March 12, 2019	<b>Place</b>	UDOT Comptrollers Room

**Core Values:**

- We believe in Professional development achieved through lifelong learning
- We believe in providing a community to people in the right of way industry that fosters excellence in professional growth and opportunities
- We believe in adherence to the highest standards of ethical practice
- We believe in providing quality services to all our stakeholders
- We believe in responsible stewardship of the association's financial resources.

### EXECUTIVE BOARD OF DIRECTORS

**ELECTED CHAPTER OFFICERS (Voting Members)**

X	Carmelita Delgado	President	X	Duran Lucas	President Elect
X	David Holtby	Vice President	X	Brady Nowers	Treasurer
X	Levi West	Secretary		Vacant*	Past President

**STANDING COMMITTEE CHAIRS (Voting Members)**

X	Todd Keizer	Committee on Nominations & Elections Chair	X	Jan Burnell	Education Committee Co-Chair
	David Holtby	Membership Committee Chair		Todd Hopkins	Professional Development Chair (PDC)

**ADHOC COMMITTEE CHAIRS (Non-Voting Members)**

X	Todd Keizer	Awards Assignment	X	Brady Nowers	Communication Committee Chair
	Deryl Davis	Program Assignment			

**IEC/IGC/Region / International Committee Members (Non-Voting Members)**

X	James Olschewski*	International Executive Secretary		Wendy Hansen	COP – Relocation
---	-------------------	-----------------------------------	--	--------------	------------------

## **Minutes:**

- Meeting called to order at 4:08 pm. Roll Call – Carmelita (Conducted), Duran, Levi, Jan, Todd, K. James. Duran moved to approve the February 2019 board meeting minutes. Jan offered a second. Approved unanimously.

**Financial Report - Brady** - Updated the Board on the Chapter's financial position. Brady noted the two outstanding payments for Course 421 have been paid. Additionally, the CHIP education money has arrived.

## **Chair Reports:**

### **Education**

- Classes scheduled through December 2019
- SR/WA study session in June as a potential
- 218 in March
- 105 in April
- May 600
- Aug 900
- Sept 230
- Oct 502
- Nov 431
- Dec 803
- Discussion surrounding what to do with extra course materials. Decision to send them to neighboring chapters.

### **Membership**

- Dave sent out a list of 25 unpaid members.
- At least two on the list have paid. One is retired. ~Five are not expected to renew.

### **Professional Development**

- Duran raised questions about which courses are waived in cross certification/designation programs
- Education push as a possibility at August's BBQ. Sugar House Park as a possibility on a Thursday.
- James moved to approve Dave \$100 to reserve a pavilion. Duran second. Motion passed.

### **Nominations & Elections**

- No report

### **Newsletter**

- Levi will have Troy give Carmelita a phone call to discuss.

**Unfinished Business**

- James brought up instructor fees. Should the Chapter or the instructor pay for instructor’s licensing fee?. Jan says HQ will now pay for this as of today.
- Duran to process 3 scholarship applications via email this month.

**New Action Items**

- Spring Joint Forum in Austin. Duran, James, Carmelita going. Todd possibly. Discussion about the Chapter sponsoring this as has been requested from Region. James opposed to this. Todd offered to ask his corporate headquarters for sponsorship funds. James suggested Todd ask for \$750 with the board matching the donation. Brady motioned to approve \$1,500 for sponsorship. Dave second. Motion passed.
- Annual Conference in Portland in June
- Fall Forum will be in Colorado. Board to find out in Austin if Chapter will be asked to provide sponsorship.
- March luncheon at UDOT. Costa Vida to cater. Kim O’Reilly to speak
- April luncheon at Tucanos. Ombudsman to speak
- May lunch at Red Robin. Elections
- University of Utah’s MRED would like to present. James suggested making this a YP event. James to find out what Chicago did. Levi to find out who the contact at MRED is.
- James would like us to get our Chapter logo updated.
- James updated the board on Region Forums
- Study sessions to be coupled with test proctoring in the future.
- Carmelita suggested we pay for Tom Dennison to attend CLIMB. Duran moved we allocate \$1,000. Brady Second. James said we’ll need him to teach two courses for free. Passed.
- Carmelita showed us Corridor Valuation, a new book from the AI and IRWA.
- 40 for 40 scholarship program update from Carmelita. Online education as well.
- Duran to look at Jazz or Bees game for YPs
- Todd K to follow up on awards

Meeting adjourned 5:45

**Approved:**

President

Secretary

\_\_\_\_\_  
Carmelita Delgado, R/W-NAC, RWA Date



\_\_\_\_\_  
Levi West

4-16-19

\_\_\_\_\_  
Date