



ASHE National Board Meeting Minutes
September 21, 2019

CALL TO ORDER: Michael D. Hurtt, PE

President Hurtt called the meeting of the National Board of the American Society of Highway Engineers to order at 8:00 AM at the Ramada by Wyndham, 6555 Old Collamer Road, East Syracuse, NY.

PLEDGE OF ALLEGIANCE: Michael D. Hurtt, PE

Mr. Hurtt led the Pledge of Allegiance.

ROLL CALL: Thomas S. Morisi

<u>Present:</u>	<u>Name</u>	<u>Office</u>
	Michael D. Hurtt, PE	President
	Timothy W. Matthews, PE	First Vice-President
	Leigh B. Lilla, PE	Second Vice-President
	Thomas S. Morisi	Secretary
	P. Frank O'Hare, PE	Treasurer
	Richard N. Cochrane, PE	Immediate Past President
	Shirley A. Stuttler	President's Assistant
	Nancy A. Morisi	Administrative Assistant
	Roger B. Carriker, PE	Mid-Atlantic Region Director
	David A. Greenwood, PE	Mid-Atlantic Region Director
	Stan A. Harris, PE	Great Lakes and North Central Regions Director
	Donato DiZuzio, PE	Northeast Region Director
	Mark A. Kinnee, PE	Northeast Region Director
	Kathryn E. Power, PE	Northeast Region Director
	Scott H. Jordan, PE	Southeast and Rocky Mountain Regions Director
	Jason Hewatt	Southeast and Rocky Mountain Regions Director
	Rob Prophet, PE	NE Region President
	Sunserea Dalton	SE Region Vice President
	Kirsten Bowen, PE	GL Region President
	Nimish Desai, PE	MA Region President
<u>Absent:</u>	Frank J. Bronzo, PE	Great Lakes and North Central Regions Director

Note: Actions of the National Board are highlighted in yellow.
Assignments or actions pending are highlighted in green



WELCOME: Michael D. Hurtt, PE

- President Hurtt recognized Shirley Stuttler, President's Assistant for her many, dedicated years of service to ASHE and noted this would be her last meeting. Ms. Stuttler and her husband, John, will be invited to the 2020 National Conference as guests of the National Board
- President Hurtt reviewed his goals and expectations for 2019-2020.
- It was noted that a workshop was conducted the previous day to discuss the roles of the Regions and what changes may be needed to assist in developing those roles. An Ad-Hoc Committee will be formed to look into the results of the workshop.

APPROVAL OF MINUTES:

- **May 12, 2019 National Board Meeting:** Motion by O'Hare to approve the minutes from the May 12, 2019 National Board Meeting; seconded by Matthews; all in favor.
- **August 9, 2019 Electronic Meeting:** Motion by O'Hare to approve the minutes from the August 9, 2019 Electronic Meeting pending correction of the President's name on adjournment; seconded by DiZuzio; all in favor.

PRESIDENT'S REPORT: Michael D. Hurtt, PE

- President Hurtt reviewed highlights of the written President's Report which is attached to and made part of these meeting minutes. In addition to the information presented in the report, Hurtt noted the following:
 - Reviewed his meeting with New Mexico DOT and the potential for a Section in New Mexico

PRESIDENT'S ASSISTANT'S REPORT: Shirley A. Stuttler

- Ms. Stuttler reviewed highlights of the written President's Assistant's Report which is attached to and made part of these meeting minutes.

SECRETARY'S REPORT: Thomas S. Morisi

- Secretary Morisi reviewed highlights of the written Secretary's Report which is attached to and made part of these meeting minutes.

TREASURER'S REPORT: P. Frank O'Hare, PE

- Treasurer O'Hare reviewed highlights of the written Treasurer's Report which is attached to and made part of these meeting minutes.
- Motion by Cochrane to accept the National Treasurer's Report; seconded by DiZuzio; all in favor.

ADMINISTRATIVE ASSISTANT TO THE NATIONAL BOARD REPORT: Nancy A. Morisi

- Ms. Morisi reviewed highlights of the written Administrative Assistant's report which is attached to and made part of these meeting minutes. In addition to the information presented in the report, Ms. Morisi noted the following:
 - A process for addressing new member requests has been put in place and is working well.

- Recent attempts to update addresses in the database has reduce the number of returned scanners in half.
- Ms. Morisi and Secretary Morisi have developed a file structure for saving documents. This structure will eventually be moved to the Cloud. In the meantime, all files from Ms. Morisi's computer are backed up on an external hard drive.

OLD BUSINESS:

- **At-Large Members moved into Sections:** Ms. Lilla reported there are no longer at large members. All member requests that are not within an area serviced by an existing Section are now being directed to the nearest Section. A copy of the referral is made to Mr. Mody for use by the New Sections Committee. International requests are alternated between Georgia and Pittsburgh. International dues remain at \$125.
- **Blanket Insurance Policy:** Mr. Cochrane reviewed the previously distributed insurance policy information with the Board noting that premiums will be approximately \$6,000 annually which is a \$3,000 increase to National. Motion by Cochrane to accept the insurance proposal by Solutions for the Non-profit and allow the necessary officers to sign all documents to initiate the policy; seconded Matthews; all in favor.
- **Harassment Policy:** Mr. Greenwood reviewed the policy as presented revisions to the National Bylaws and Code of Ethics. Motion by the Constitution & Bylaws Committee to approve the proposed revision to the National Bylaws Article II, Section 3; seconded by Matthews; all in favor. Motion by the Constitution & Bylaws Committee to approve the proposed revision to the ASHE Code of Ethics Article II, Section E; seconded by Harris; all in favor.
- **SASHTO 2019:** Mr. Kinnee referred the group to the overview in the New Sections report. He provided an overview of the attendance at the conference. There were some issues with delivery of the booth on time. Additionally, the champions from South Carolina needed to be there but they were not. Additional planning is necessary for attendance at future, similar events to ensure local champions attend.
- **MAASHTO 2019 Recap:** Mr. Harris noted that the attendees had not yet met to discuss follow-up. Overall the conference seemed disorganized and there was not much traffic at the booth even though ASHE had a prime location. Mr. Harris did not feel the conference was worth the effort.
- **Officer Training:** Mr. Harris reported that officer training is scheduled for September 24th at 12:00 and September 25th at 1:00.
- **Best Practices for Sections:** Mr. Hurtt had no report.
- **Membership Application Review (Database Requirement):** Ms. Lilla reported that the current membership application has been reviewed, marked-up and discussed. Mr. Morisi is to revise the application and submit it to the Committee.

NEW BUSINESS:

- **E-Vote Procedures, Update Bylaws:** Mr. Hurtt requested the Constitution & Bylaws Committee review and establish E-vote procedures.

COMMITTEE REPORTS:

- **Ad Hoc:** Roger B. Carriker, PE presenting
The Ad Hoc Committee Report is attached to and made part of these minutes. The Committee is recommending the Regions continue to be the administrators of the funds and that National distribute the \$6,000 of exposure funds in the Outreach Committee 2019-2020 budget as follows:
 - \$2,000 to the Southeast, South Central, and Rocky Mountain group of Regions;
 - \$1,500 to the Northeast Region;
 - \$1,000 to the Mid-Atlantic Region; and
 - \$1,500 to the Great Lakes and North Central group of Regions.Grant funds will be administered by the Regions (as established in the 2016-2017 guideline). Award will be based on Section/Region need and association with the 2018-2021 National Strategic Plan's vision, strategies, and/or values. Funds are to be distributed based on perceived need from the direction of Board efforts with a tie to the Strategic Plan. The Committee is to update guidelines and associated program documents and work towards issuance of them by the end of November 2019 and is to work with the National Treasurer to distribute funds. Motion by O'Hare to accept the Committee report/recommendation and allocation to the Regions; seconded by Harris; all in favor except for Hurtt who voted against the motion.
- **Budget/Audit:** Michael D. Hurtt, PE/Timothy W. Matthews presenting
The Budget/Audit Committee Report is attached to and made part of these minutes.
- **Constitution & Bylaws:** David A. Greenwood, PE presenting
The Constitution & Bylaws Committee Report is attached to and made part of these minutes.
- **Membership/Member at Large:** Leigh B. Lilla, PE presenting
The Membership/Member at Large Committee Report is attached to and made part of these minutes.
- **National Conference:** Roger B. Carriker, PE presenting
The National Conference Committee Report is attached to and made part of these minutes. The solicitation letters for the 2023 Conference have gone out. The Nashville Conference did make a profit and there will be a distribution to National.
- **New Sections:** Mark A. Kinnee, PE presenting
The New Sections Committee Report is attached to and made part of these minutes.
- **Nominating:** Richard N. Cochrane, PE presenting
The Nominating Committee Report is attached to and made part of these minutes. Mr. Cochrane noted the deadline for submissions is December 1, 2019.
- **Operations Oversight:** Stan A. Harris, PE presenting
The Operations Oversight Committee Report is attached to and made part of these minutes. Mr. Harris noted that information is on the website for the 2020 awards. The criteria remains the same as last year.
- **Outreach:** Mark A. Kinnee, PE presenting



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The Outreach Committee Report is attached to and made part of these minutes.

- **Professional Development:** Roger B. Carriker, PE presenting
The Professional Development Committee Report is attached to and made part of these minutes.
- **Public Relations:** Donato DiZuzio presenting
The Public Relations Committee Report is attached to and made part of these minutes. Mr. DiZuzio reported that the Committee is looking into purchasing a second booth. He also noted the Committee is sharing a great deal of information with the Sections.
- **Scanner:** Donato DiZuzio presenting
The Scanner Committee Report is attached to and made part of these minutes.
- **Strategic Plan:** Kathryn E. Power, PE presenting
The Strategic Plan Committee Report is attached to and made part of these minutes. The Committee is looking for direction and a conference call will be scheduled.
- **Student Chapter:** Roger B. Carriker, PE presenting
The Student Chapter Committee Report is attached to and made part of these minutes.
- **Technology:** Scott A. Jordan, PE presenting
The Technology Committee Report is attached to and made part of these minutes. Mr. Morisi recommended the Committee look into another system to replace our current email blast.

REGION REPORTS:

- Each Director reviewed the highlights of the Section-Region Reports which are attached to and made part of these meeting minutes.

MEETING SCHEDULE: Richard N. Cochrane, PE

- January 10/11, 2019, Tampa FL
- April 3/4, 2020, Columbus, OH
- June 7, 2020, Raleigh, NC

ADJOURNMENT:

Motion by O'Hare to adjourn the meeting; seconded by Matthews; all in favor. The meeting adjourned at 12:10.

ATTACHMENTS:

The following Attachments are included and made part of these minutes:

- Attachment 1: Officer and Committee Reports
- Attachment 2: Region and Section Reports

Respectfully Submitted,

Thomas S. Morisi
National Secretary



Attachment 1: Officer and Committee Reports



PRESIDENT'S REPORT

September 21, 2019

Activities (Cumulative):

Travel:

1. May 2: Harrisburg Section officer induction
2. May 23: Cuyahoga Valley Section golf and officer induction
3. June 7: Central NY Section golf outing
4. June 11: Albany Section golf outing
5. June 14: Pittsburgh Section scholarship fundraising event
6. June 24: Albany Section Board Meeting
7. August 13: MAASTO Conference in Indianapolis
8. August 23: Albany Section social breakfast
9. September 12: Phoenix Sonoran Section joint mini-conference with ASCE
10. September 16: In-person meeting with Lawrence Lopez, NMDOT
11. September 17: NY Metro Section officer induction

Committee Activities:

1. Monthly: National Conference Committee meeting (conference call)
2. June 20: Operations and Oversight Committee meeting (conference call)
3. July 30: Outreach Committee meeting (conference call)

Meetings:

1. Monthly: Reoccurring President's with Tim, Leigh, and Dick
2. July/Aug: Attended several MAASTO Planning meetings (conference call)
3. May 9: NE Region Board Meeting
4. May 12: National Board Meeting, Nashville, TN (at conference)
5. May 28: SE Region Board Meeting (conference call)
6. September 19: SE Region Board Meeting (conference call)
7. September 20/21: National Board Meeting and Workshop, Syracuse, NY

Board Activities:

1. August 20: Called for E-Vote to approve the JMSS Hosting and Support Proposal

Other Activities:

1. Prepared *scanner* President's Messages (summer and fall)
2. Worked with Tammy Farrell (*scanner*) to develop an Ad Campaign for "Bring a Colleague, Make a Friend", and for "Social Media".

-END-



Why Join?

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*varies by Section

<http://ashe.pro/membership/become-a-member/>



SECRETARY'S REPORT

Following is current ASHE Membership List by Region/Section as of September 9, 2019:

Northeast Region	
Albany	107
Altoona	207
Central New York	49
Clearfield	184
Delaware Valley	368
East Penn	94
First State	163
Franklin	121
Harrisburg	316
Long Island	56
Mid-Allegheny	140
New York Metro	173
North Central New Jersey	139
North East Penn	117
Pittsburgh	600
Southern New Jersey	79
Southwest Penn	299
Williamsport	76
Subtotal	3288
Mid-Atlantic Region	
Blue Ridge	78
Carolina Piedmont	86
Carolina Triangle	263
Chesapeake	314
Greater Hampton Roads	95
N. Central West Virginia	52
Old Dominion	94
Potomac	149
Subtotal	1131
Southeast Region	
Central Florida	91
Georgia	526

South Florida	10
Middle Tennessee	358
Northeast Florida	182
Tampa Bay	67
Subtotal	1234
Great Lakes Region	
Bluegrass	58
Central Ohio	180
Cuyahoga Valley	122
Derby City	91
Lake Erie	179
Northwest Ohio	46
Triko Valley	174
Subtotal	850
North Central Region	
Central Dacotah	94
Subtotal	94
Rocky Mountain Region	
Phoenix Sonoran	190
Subtotal	190
South Central Region	
Dallas-Fort Worth	38
Houston	75
Subtotal	113
National Total	
	6900

MEMBERSHIP

The membership totals listed above are pulled directly from the National Database on the date listed and may not directly correlate to individual Section rosters.

Total membership as of the date listed is 6,936 which represents a net decrease of 15 members since the May meeting. Some specific notes related to membership totals:

- Pittsburgh Section hit 600 members
- Chesapeake, Potomac, North Central West Virginia, and Dallas Fort Worth have worked with Nancy to reconcile their roster during this assessment period. The reconciled information is shown in the table above.
- Central Florida is in the process of reconciling their roster with National.
- Phoenix total shown includes five new members not yet processed as of the date of this report.
- The At-Large Member category has been eliminated. Member requests are being directed to the nearest existing Section.

ASSESSMENTS

Assessments were sent out to Sections on or about August 1, 2019. This is one month earlier than last year. To date, North East Penn is the only Section to pay their assessment as of the date of this report.

DATABASE

The following revisions or updates are currently in process:

- Section Search: The search function within the Section interface temporarily went down. It is in the process of being fixed and should be completely repaired within a week of this report.
- Delete Member: There is an issue with deleting members. The fix is currently underway.
- Region Database: There is an issue that the maintenance splash page shows up on the Region Database access. The fix is currently underway.
- Member Numbering: We have requested that all reports number members within a Section.
- ASHE Map: The old ASHE Map shows up on the Section interface. We have requested it be removed.

MISCELLANEOUS ITEMS

- We are now conducting all business with Stineman's. This includes banners, pins, awards, etc.
- We have had several requests for Lifetime Member cards and need to look into purchasing them.



National Treasurer's Report
Frank O'Hare, PE, PS, National Treasurer
ASHE National Board Meeting
September 21, 2019
Syracuse, NY

1. Final Income and Expense Report for FYE 2019. See attachment.
2. Income and Expenses for Period June 1, 2019 to August 30, 2019. See attachment.
3. PNC Investment as of August 30, 2019. See Attachment.
4. The National President ordered the audit for FYE 2019 in June per by-laws. CPA Associates were provided with the following information:
 - National Board Meeting Minutes
 - Executive Board Meeting Minutes
 - Electronic Meeting Minutes
 - Roster of National Officers
 - Roster of Section Officers
 - Roster of Region Officers
 - Roster of Conference Officers
 - 2018-2019 Annual Budget
 - PNC Bank Monthly Investment Statements
 - PNC Checking Account Deposit Slips w/ backup
 - Copies of Paid Invoices
 - PNC Electronic Check Documentation
 - 990 Forms for Sections, Regions and Conferences
 - Copies of Bank Statements
 - Copies of CC Statements
 - Letters of confirmation
5. This year CPA Associates has chosen to review closely the 990 forms provided by Sections, Regions and Conference. Several 990 forms were returned for corrections. National Directors were copied on the emails asking for corrections.
6. CPA Associates has reconciled the PNC Bank statements with ledger for May, June, July and August. Copies of CPA's and the National Treasurer's reconciliations for May, June, July and August were forwarded to the Budget/Audit Committee Chair for review. CC Statements have been reconciled for May, June, July and August. Reconciliations, CC statements and receipts were forwarded to the Budget/Audit Committee Chair for review.
7. Bank Statements and Investment statements were forwarded to the Budget/Audit Committee Chair for review.
8. Nancy Morisi now has an ASHE Credit Card.
9. PNC cancelled two lost checks. No charge.
10. All taxes, FICA, insurance, etc. paid

11. Invoices paid within 30 days with the exception of JM Server Solutions. Committee Chairs need to review invoices in a timely manner and forward to Treasurer asap.
12. Last stipend payment to President's Assistant will be made on Oct 1, 2019.
13. Secretary's Assistant's last payroll was for pay period ending June 2, 2019
14. Last Flowe Rent Check cut on May 1, 2019.
15. Lynnell Flowe's CC has been cancelled.
16. Incorrect and un-signed expense reports are being sent back for correction delaying the issuing of expense checks.
17. If a Board Member changes address, make sure you notify the Treasurer such that your expense check is sent to the new address.
18. Allowable ASHE mileage rate of **\$0.58/mile as of Jan 1, 2019. Most likely will change next year.**
19. ASHE 990 for FYE May 31, 2020 due from Sections, Regions and Conferences on or before June 15, 2020.
20. IRS Publication 557, Compensation of members.
 - a. By-laws
 - b. IRS

Motion 1: Motion to accept National Treasure's Financial Report including the Final Income and Expense report for FYE 2019.

Discussion of CASH flow as requested by ASHE National President

From: ashenationaltreasurer@ashe.pro <ashenationaltreasurer@ashe.pro>

Sent: Thursday, September 05, 2019 5:24 PM

To: ASHE National President, Mike Hurtt <MHurtt@chacompanies.com>; Carriker, Roger <Carriker@pbworld.com>; Donato Dizuzio <DDizuzio@tandmassociates.com>; Frank Bronzo <fbronzo@envdesigngroup.com>; Greenwood, David A <greenwoodda@cdmsmith.com>; Harris, Stan <Stan.Harris@stantec.com>; Jason Hewatt <Jason.Hewatt@forterrabp.com>; Kathryn Power <kathrynpower@live.com>; Leigh Lilla <llilla@nelson-construction.com>; Mark Kinnee <makinnee@urbanengineers.com>; Nancy Morisi (nmorisi@ashe.pro) <nmorisi@ashe.pro>; Richard N. Cochrane <rcochrane@mctish.com>; Scott Jordan <sjordan@seengineering.com>; Tim Matthews PE <tmatthews@dot.ga.gov>; Tom Morisi - ASHE National Secretary <ashenationalsecretary@ashe.pro>

Subject: RE: August 2019 Cash Flow Situation

Good day,

As they say, Murphy's Law still is working. We have received hardly any membership money since August 21st. Our balance in the checkbook is less than \$9000. This is the lowest amount I have ever seen in our checking account.

Due to our cash flow situation, today I started the process of transferring \$15,000 from our PNC Investment account to our PNC checking account such that we are able to cover our expenses. A quick comparison of our checking

balance for the start of FYE 2020 and the start of FYE 2019, shows we started the FYE 2020 with \$25,000 less in our PNC Checking account.

Since my last email below the following has occurred:

Category	8/21/2019-9/5/2019	
INFLOWS		
I. New Member-Initiation Fee	225.00	
K. Past President Pins	255.00	
TOTAL INFLOWS	480.00	
OUTFLOWS		
C. Executive Committee		
C109.0 Employee Wages		
C109.2 Administrative Asst. - N. Morisi	895.14	
TOTAL C109.0 Employee Wages	895.14	
C114.0 Business Office - Expenses		
C114.2 Howard, OH-- Internet	125.00	
C114.3 Johnstown, PA-- Rent	250.00	
TOTAL C114.0 Business Office - Expe...	375.00	
C116.0 President's Asst. - S. Stuttler		
C116.1 Monthly Stipend	650.00	
TOTAL C116.0 President's Asst. - S. Stu...	650.00	
TOTAL C. Executive Committee	1,920.14	
F. National Conference Committee		
F102.0 Future National Conf Advance		
2022 Conference Advance	8,000.00	
TOTAL F102.0 Future National Conf A...	8,000.00	
TOTAL F. National Conference Committee	8,000.00	
G. New Sections Committee		
G104.0 Travel-New Section & Chartering		
Lodging	521.24	
Mileage	49.88	
Misc. Travel Expenses, Meals, Parking	78.95	
Travel-Air,Train,Transit,Cab,Rental	1,009.05	
TOTAL G104.0 Travel-New Section &...	1,659.12	
TOTAL G. New Sections Committee	1,659.12	
Q. Technology Committee		
Q101.0 Support ASHE Cloud	174.99	
Q102.0 Data Base Project Admin.-Upgr...	337.50	
Q106.0 Website Hosting	687.51	
TOTAL Q. Technology Committee	1,200.00	
TOTAL OUTFLOWS	12,779.26	
OVERALL TOTAL	-12,299.26	

Note that we have not seen a check from the Nashville Conference.

Frank

Frank O'Hare, P.E., P.S.
National Treasurer



American Society of Highway Engineers
ashenationaltreasurer@ashe.pro
Cell: 614.506.1068
www.ashe.pro

From: ashenationaltreasurer@ashe.pro <ashenationaltreasurer@ashe.pro>

Sent: Wednesday, August 21, 2019 12:45 PM

To: ASHE National President, Mike Hurtt <MHurtt@chacompanies.com>; Carriker, Roger <Carriker@pbworld.com>; Donato Dizuzio <DDizuzio@tandmassociates.com>; Frank Bronzo <fbronzo@envdesigngroup.com>; Greenwood, David A <greenwoodda@cdmsmith.com>; Harris, Stan <Stan.Harris@stantec.com>; Jason Hewatt <Jason.Hewatt@forterrabp.com>; Kathryn Power <kathrynpower@live.com>; Leigh Lilla <llilla@nelson-construction.com>; Mark Kinnee <makinnee@urbanengineers.com>; Nancy Morisi (nmorisi@ashe.pro) <nmorisi@ashe.pro>; Richard N. Cochrane <rcochrane@mctish.com>; Scott Jordan <sjordan@seengineering.com>; Tim Matthews PE <tmatthews@dot.ga.gov>; Tom Morisi - ASHE National Secretary <ashenationalsecretary@ashe.pro>

Subject: August 2019 Cash Flow Situation

Good morning,

As I suspected we are going to have a cash flow situation this year different than past years based upon the cash flow report attached and the following comments:

- For FY 2018-2009, the board approved a budget with a reduction of assets of \$ 55,300.00.
- For FY 2018-2019, the amount actually recorded for a reduction of assets was \$ 25,779.57 and therefore the income and expenditures were in compliance with the wishes of board.
- For FY 2018-2019, income minus expenses was $\$228,765.55 + (\$253,442.72) = (\$ 24,677.17)$. This decrease in funds was entirely from the PNC Checking account. (Note: PNC Investments lost \$1102.40 for FY 2018-2019)
- Our PNC Checking account ledger today indicates \$21,582.71.
- Last year at this time our PNC Checking account ledger indicated a total of \$52,397.81.
- For the years proceeding FYE 2018-2019, we had positive balances such that the income minus the expenses were positive and a reduction of assets was not recorded on the final treasurer's report.
- Last year from today, August 21, 2018 until September 30, 2018 we had an income of \$25,380 and expenses of \$18,972.
- Our income surges after October 1st due to the membership renewals. Last year during the month of October we had \$106,557 in income.

- Currently Central Ohio has requested the \$ 8,000 conference advance money.
- Taxes are the top priority for payment and fortunately payment is not due until the end of October.
- The September Board Meeting will cost \$12,000 to \$13,000 when all totaled. (Fall board meetings until 2017 were held in October and the expenses were within the October membership cash flow surge.)

If everything worked perfectly, I see about \$19,500 in the PNC Checking Account at the end of September. Last year at the end of September, we had \$59,000 in checking account.

As we move forward, I will be monitoring the cash flow and may delay payments for one week past the 14 days desired by the board if I see a problem. If our PNC Checking account is heading beneath a \$10,000 balance and significant expenditures are occurring, i.e., expense accounts, invoices, etc. I will transfer funds from the PNC investment account to cover expenses. Of course by decreasing the investment balance, the interest income on the investment is lowered.

Hopefully, membership moneys are on their way and everything will be fine, but this August – September situation will most likely continue yearly.

Thanks,
Frank



Discussion of IRS 501c6 requirements for exemption as requested by ASHE National President.

References:

1. [https://www.irs.gov/charities-non-profits/other-non-profits/business-leagues#targetText=Section%20501\(c\)\(6,any%20private%20shareholder%20or%20individual.](https://www.irs.gov/charities-non-profits/other-non-profits/business-leagues#targetText=Section%20501(c)(6,any%20private%20shareholder%20or%20individual.)
2. <https://www.irs.gov/pub/irs-tege/eotopick03.pdf>

Definition of inure

intransitive verb

: to become of advantage policies that *inure* to the benefit of employees

Section 501(c)6 of IRS Code

Section 501(c)(6) of the Internal Revenue Code provides for the exemption of business leagues, chambers of commerce, real estate boards, boards of trade and professional football leagues, which are not organized for profit

and no part of the net earnings of which inures to the benefit of any private shareholder or individual. An organization that otherwise qualifies for exemption under Internal Revenue Code section 501(c)(6) will not be disqualified merely because it engages in some political activity. In addition, the organization may engage in lobbying that is germane to accomplishing its exempt purpose without jeopardizing its exemption. However, if the organization engages in political and/or lobbying activities, it may need to give members notice of dues used for such activities, or be subject to a proxy tax on the amount of the expenditures.

A business league is an association of persons having some common business interest, the purpose of which is to promote such common interest and not to engage in a regular business of a kind ordinarily carried on for profit. Trade associations and professional associations are business leagues. To be exempt, a business league's activities must be devoted to improving business conditions of one or more lines of business as distinguished from performing particular services for individual persons. No part of a business league's net earnings may inure to the benefit of any private shareholder or individual and it may not be organized for profit to engage in an activity ordinarily carried on for profit (even if the business is operated on a cooperative basis or produces only enough income to be self-sustaining). The term line of business generally refers either to an entire industry or to all components of an industry within a geographic area. It does not include a group composed of businesses that market a particular brand within an industry.

Chambers of commerce and boards of trade are organizations of the same general type as business leagues. They direct their efforts at promoting the common economic interests of all commercial enterprises in a trade or community, however.

IRS Discussion of Inurement

Inurement In General IRC 501(c)(6) describes a business league as an organization in which "no part of the net earnings inures to the benefit of any private shareholder or individual." · The inurement prohibition is contained in IRC 501(c)(3), IRC 501(c)(4), IRC 501(c)(6), IRC 501(c)(7), IRC 501(c)(9), IRC 501(c)(11), IRC 501(c)(13) and IRC 501(c)(19), and is applicable to IRC 501(c)(5) organizations under Reg. 1.501(c)(5)-I. · Because the determination whether inurement is present is factual and depends on the particular facts of each case, no precise definition has emerged from the court decisions. Nevertheless, factors considered material by courts can be useful in determining whether inurement exists in a particular case. Benefits to Members - General Rules The inurement prohibition does not preclude members receiving some kind of benefits from the organization such as newsletters and similar informative material. Moreover, the profitability of the members' individual enterprises may be enhanced by the successful promotion of the common business interest. · Inurement, rather, results from "an expenditure of organizational funds resulting in a benefit which is beyond the scope of the benefits which logically flow from the organization's performance of its exempt functions." G.C.M. 38559 (Nov. 8, 1980). · Therefore, any return of dues or contributions must be in proportion to dues paid or contributions made. Rev. Rul. 81-60, 1981-1 C.B. 335. Differential Benefits/ Refunds The inurement prohibition does preclude furnishing benefits for some members at special rates, at the expense of other members. Nevertheless, an IRC 501(c)(6) organization may make cash distributions to its members without loss of exemption where such distributions represent no more than a reduction in dues or contributions previously paid to the organization to support its activities. Continued on next page IRC 501(c)(6) Organizations – page K-16 Exempt Organizations-Technical Instruction Program for FY 2003 Inurement, Continued Differential Benefits/ Refunds, continued · Cash rebates to members of an IRC 501(c)(6) organization, but not to nonmembers, of amounts paid or trade show rental income were held to constitute inurement in *Michigan Mobile Home and Recreational Vehicle Institute v. Commissioner*, 66 T.C. 770 (1976). The organization promoted an annual trade show at which exhibit space was rented to members and nonmembers at a fixed charge per square foot. A percentage of trade show earnings was set aside for rebates based on the amount of space rented. The rebates were paid only to members. · On the other hand, in the situation discussed in Rev. Rul.

77-206, 1977-1 C.B. 149, cash rebates were made by an IRC 501(c)(6) organization to member and nonmember exhibitors who participated in the association's annual industry trade show. The rebates which represented a portion of an advance floor deposit paid by each exhibitor to ensure the show against financial loss, were made to all exhibitors on the same basis, did not exceed the amount of the deposit, and thus did not affect the association's exempt status. · Prohibited distributions of earnings are not limited to dividends on stock. Examples of cases where exemption was denied because of inurement of earnings are: a) An organization that used its funds to provide financial assistance and welfare benefits for the members (Rev. Rul. 67-251, 1967-2 C.B. 196); b) An organization that paid its members for expenses they incurred in defending malpractice suits and paying judgments rendered in the suits (National Chiropractic Association, Inc. v. Birmingham, 96 F. Supp. 874 (N.D. Iowa 1951)); and c) An association of wholesale grocers that owned a copyright on certain grocery labels and that distributed royalties to its members (Wholesale Grocers Exchange, Inc. v. Commissioner, No. 14,043 T. C. M. (1944)). Continued on next page

IRC 501(c)(6) Organizations – page K-17 Exempt Organizations-Technical Instruction Program for FY 2003 Inurement, Continued Nonmember As noted above, business leagues rely, at least in part, on membership dues as a income and source of revenue. Inurement · To the extent that an organization receives income from nonmembers, the members are relieved of their burden of paying dues. In a case decided before the enactment of the unrelated business income tax (UBIT) provisions, National Automobile Dealers Association v. Commissioner, 2 T.C.M. 291 (1943), the Tax Court held that net earnings inured to the members through a reduction in dues made possible by earnings from a business ordinarily carried on for profit. · However, since the UBIT provisions specifically apply to IRC 501(c)(6) organizations, it is clear that the receipt of business income by the business league does not in itself constitute inurement, even though it may indirectly benefit the members. If such income were distributed directly to the members, there would be inurement of income to the benefit of individuals and as a result, exemption would be lost. · When an exempt business league engages in related income producing activities or services with nonmembers as well as members, it is not unusual to provide the goods or services to members at a reduced price. Such an arrangement does not necessarily result in inurement of income to members. 1. If it can be shown that members' dues are used to support the activity that results in the goods or services being sold, and the difference in price reasonably reflects that support, the lower price to members is not considered inurement of income. 2. However, as Michigan Mobile Home and Recreational Vehicle Institute v. Commissioner, 66 T.C. 770 (1976), demonstrates, where the difference in price is achieved through a system of rebates to members only, there may be inurement of income if the rebate reflects more than the value of member support for that activity through members' dues. Continued on next page

IRC 501(c)(6) Organizations – page K-18 Exempt Organizations-Technical Instruction Program for FY 2003 Inurement, Continued Inapplicability The provisions of IRC 4958, which impose excise taxes on excess benefit of IRC 4958 transactions between disqualified persons and "applicable tax-exempt organizations" do not apply with respect to transactions involving an IRC 501(c)(6) organization because such an organization is not an "applicable taxexempt organization" as defined in IRC 4958(e).

ASHE National By-Laws

Section 3 – Other

1. National Board Members shall not receive any stated salary for their services except by resolution of the National Board. Expenses to attend regular or special meetings of the National Board, or other approved ASHE activities, may be reimbursed by either the actual expense of attendance, a fixed stipend or a combination of both as approved by the National Board.

ASHE Treasurer's Report
for
For FY June 1, 2019 to August 30, 2019

PNC Checking Account

1	PNC Business Basic Checking 8649 - Ledger Balance 6/1/2019	\$	38,704.71
2	<u>Inflows</u>		
3	Income	\$	20,814.85
4	Total Inflows (Income)	\$	20,814.85
5	<u>Outflows</u>		
6	Expenses	\$	47,599.54
7	Total Outflows (Expenses)	\$	47,599.54
8	Balance 8649 - 8/30/2019	\$	11,920.02

PNC Investment Account

9	PNC Investment - Beginning Balance (6/1/2019)	\$	324,878.47
10	Increase (Decrease) in Fund as of 8/30/2019	\$	12,895.46
11	-		
12	Balance on 8/30/2019	\$	337,773.93
13			
14	Total Assets as of 8/30/2019	\$	349,693.95
15	Total Assets as of 6/01/2019	\$	363,583.18
16	Increase or (Decrease) in Total Assets - 6/1/2019 to 8/30/2019	\$	(13,889.23)

Respectfully submitted:



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signed by:
ASHE
Treasurer
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ASHE National Treasurer

9/5/2019

Item	Operating Income	Budget FYE 2020	Actual as of 08/30/2019	% of Budget
A.	Clothing royalties	\$ 1	\$ -	
B.	Conference seed money returned	\$ 8,000	\$ 8,000.00	100%
C.	Conference Income	\$ 1	\$ -	>100%
D.	Credit Card Cash Back Rewards	\$ 200	\$ 331.95	>100%
E.	Lifetime Member Plate	\$ -	\$ -	
F.	New members - at large	\$ 100	\$ -	0%
G.	Member assessment	\$ 132,000	\$ -	0%
H.	National Project of the Year	\$ 800		0%
I.	New members initiation fees	\$ 45,000	\$ 3,105.00	7%
J.	Other Income	\$ 1	\$ 777.90	>100%
K.	Past Presidents' pins	\$ 1,500	\$ 150.00	10%
L.	SPONSORSHIPS			
L100.0	Sponsorships - Multiview	\$ 7,000	\$ -	0%
L101.0	Sponsorships - SCANNER	\$ 29,000	\$ 8,450.00	29%
	Total	\$ 223,603	\$ 20,814.85	9%
	Reduction Of Demand Assets	\$19,847		
	Total Inflow to Operating Budget	\$ 243,450	\$ 20,814.85	9%

FYE 2020 - June 1, 2019 to May 31, 2020

FYE 2020 Budget approved by ASHE National Board at
Nashville, TN on May 12, 2019

Item	No.	EXPENSES	Budget FYE 2020	Actual as of 08/30/2019	% of Budget
A. BUDGET/AUDIT COMMITTEE					
	A101.0	Budget/Audit Committee	\$ -	\$ -	0%
	A102.0	Treasurer's Meeting With Auditors	\$ 400		0%
		TOTAL:	\$ 400	\$ -	0%
B. CONSTITUTION & BYLAWS COMMITTEE					
	B101.0	Constitution and Bylaws Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
C. EXECUTIVE COMMITTEE					
	C101.0	Allowance for new Admin Asst	\$ -		0%
	C102.0	Audit & CPA fees	\$ 7,500	\$ 199.75	3%
	C103.0	Awards, pins, & ribbons	\$ 1,000	\$ 371.00	0%
	C104.0	Committee chair travel by President's invitation	\$ 6,000	\$ -	0%
	C105.0	Computers, purchase, repair	\$ 1,000	\$ -	0%
	C106.0	Contingencies, legal, bank fees	\$ 500	\$ 66.00	13%
	C107.0	Donations, memorials, gifts	\$ 200	\$ -	0%
	C108.0	Employee - taxes, fica	\$ 7,000	\$ 2,779.62	40%
	C109.0	Employee - wages	\$ 30,400	\$ 6,380.86	21%
	C110.0	Employee - expenses	\$ -	\$ -	
	C111.0	Insurance - business	\$ 5,000	\$ 1,056.00	21%
	C112.0	Misc. Expenses	\$ 500	\$ -	0%
	C113.0	Office- conf. call	\$ 500	\$ 189.94	38%
	C114.0	Business Office - Rent	\$ 3,500	\$ 875.00	25%
	C115.0	Postage, UPS, Fed Ex. - Delivery	\$ 500	\$ 131.59	26%
	C116.0	President's Assistant expenses	\$ 3,250	\$ 1,950.00	60%
	C117.0	Presidents travel & expenses (No board mtgs.)	\$ 6,500	\$ 2,987.91	46%
	C118.0	Society travel - President's request	\$ 3,600	\$ -	0%
	C119.0	Supplies, business, software	\$ 100	\$ 518.21	518%
		TOTAL:	\$ 77,050	\$ 17,505.88	23%
D. MEMBERSHIP/MEMBER AT LARGE COMMITTEE					
		TOTAL:	\$ -	\$ -	
E. NATIONAL BOARD					
	E101.1	Board Directors Lodging	\$ 8,000	\$ -	0%
	E101.2	Board Directors Travel	\$ 20,000	\$ 590.68	3%
	E102.0	Board Meeting Expenses	\$ 8,000	\$ -	0%
		TOTAL:	\$ 36,000	\$ 590.68	2%
F. NATIONAL CONFERENCE COMMITTEE					
	F101.0	2019 conference stipend & expenses	\$ 18,000	\$ -	0%
	F102.0	Future National Conf. Advance	\$ 8,000	\$ 8,000.00	100%

Item	No.	EXPENSES	Budget FYE 2020	Actual as of 08/30/2019	% of Budget
	F103.0	Sponsorships for conference	\$ 4,000	\$ -	0%
	F104.0	National Conf. Comm. Travel	\$ 800	\$ -	0%
		TOTAL:	\$ 30,800	\$ 8,000.00	26%
G. NEW SECTIONS COMMITTEE					
	G101.0	Startup grant - Two(2) Sections per Year	\$ 1,200	\$ -	0%
	G102.0	New Section Banners - Two(2) Sections	\$ 800	\$ -	0%
	G103.0	Exhibiting	\$ 4,500	\$ 2,599.75	58%
	G104.0	Travel - New Sections & Chartering	\$ 2,400	\$ -	0%
		TOTAL:	\$ 8,900	\$ 2,599.75	29%
H. NOMINATING COMMITTEE					
	H101.0	Expenses for Hart, Member of the Year, and Young Member of the Year National Awards.	\$ 1,000	\$ -	0%
		TOTAL:	\$ 1,000	\$ -	0%
I. OPERATIONS OVERSIGHT COMMITTEE					
	I102.0	Regional Directors Travel	\$ 4,000		0%
	I103.0	Project of the Year	\$ 2,500	\$ 1,676.92	67%
	I104.0	Society History Comm. ¹	\$ -	\$ -	0%
		TOTAL:	\$ 6,500	\$ 1,676.92	26%
J. OUTREACH COMMITTEE					
	J102.0	Exposure Funds	\$ 6,000	\$ -	
		TOTAL:	\$ 6,000	\$ -	
K. PARTNERSHIP COMMITTEE					
	K101.0	Booth exchange	\$ 2,000	\$ -	0%
	K102.0	Travel to partner events	\$ 2,000	\$ -	0%
		TOTAL:	\$ 4,000	\$ -	0%
L. PROFESSIONAL DEVELOPMENT COMMITTEE					
	L101.0	Professional development committee	\$ -	\$ -	
	L102.0	Certification-related fees & education costs	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
M. PUBLIC RELATIONS COMMITTEE					
	M101.0	Committee Travel	\$ 1,000		0%
	M102.0	Contest	\$ 100		0%
	M103.0	Conference Exposure	\$ 800		0%
	M104.0	Promotional Materials	\$ 3,000	\$ 560.16	19%
	M106.0	Software	\$ -		0%
	M105.0	Shipping - ASHE Display	\$ 500		0%
		TOTAL:	\$ 5,400	\$ 560.16	10%

Item	No.	EXPENSES	Budget FYE 2020	Actual as of 08/30/2019	% of Budget
N.	SCANNER COMMITTEE				
	N100.00	Scanner/Technical Committee Travel	\$ 600		
	N102.0	TNT Invoices	\$ 60,000	\$ 14,597.65	24%
	N103.0	Scanner Exhibit Booth	\$ 400		0%
	N104.0	National Conf. Expenses & Promotional Materials	\$ 700	\$ -	
		TOTAL:	\$ 61,700	\$ 14,597.65	24%
O.	STRATEGIC PLAN COMMITTEE				
	O101.0	Strategic Planning Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
P.	STUDENT CHAPTER COMMITTEE				
	P101.0	Student Chapter Committee	\$ 1,000	\$ -	0%
	P102.0	Student event promo materials	\$ -		
		TOTAL:	\$ 1,000	\$ -	0%
Q.	TECHNOLOGY COMMITTEE				
	Q101.0	Cloud Committee	\$ 1,200	\$ 83.33	7%
	Q102.0	Database administration	\$ 1,500	\$ 1,797.67	0%
	Q103.0	Database upgrade			
	Q104.0	National Conf. Exhibit Booth - J.M. Solutions	\$ -		
	Q105.0	Technology Committee - Survey Gizmo	\$ 300		0%
	Q106.0	Website hosting	\$ 1,700	\$ 187.50	11%
	Q107.0	Website redesign	\$ -		
		TOTAL:	\$ 4,700	\$ 2,068.50	44%
	TREASURER				
		Funds To Reserve Fund	\$ -	\$ -	
		Total Expenses	\$ 243,450	\$ 47,599.54	20%

9/4/2019

Cash Flow

6/1/2019 through 8/30/2019

Page 1

Category	6/1/2019- 8/30/2019
INFLOWS	
B. Conference Advance Money Return	8,000.00
D. Credit Card Cash Back Rewards	331.95
I. New Member-Initiation Fee	3,105.00
J. Other Income	777.90
K. Past President Pins	150.00
L. Sponsorships	
L101.0 SCANNER Sponsorships	8,450.00
TOTAL L. Sponsorships	8,450.00
TOTAL INFLOWS	20,814.85
OUTFLOWS	
C. Executive Committee	
C102.0 Audit, Taxes & CPA Fees	199.75
C103.0 Awards, Banners, Ribbons, ...	371.00
C106.0 Contingencies, Legal, Bank ...	
Bank Charge-Bank Charge	66.00
TOTAL C106.0 Contingencies, Le...	66.00
C108.0 Employees - Taxes, FICA, E...	2,779.62
C109.0 Employee Wages	
C109.1 Administrative Asst. - L. Fl...	880.08
C109.2 Administrative Asst. - N. M...	5,500.78
TOTAL C109.0 Employee Wages	6,380.86
C111.0 Insurance - Business	1,056.00
C113.0 Office-Conf. Call, Office Exps...	189.94
C114.0 Business Office - Expenses	
C114.2 Howard, OH-- Internet	125.00
C114.3 Johnstown, PA-- Rent	750.00
TOTAL C114.0 Business Office - ...	875.00
C115.0 Postage and Delivery-Postag...	131.59
C116.0 President's Asst. - S. Stuttler	
C116.1 Monthly Stipend	1,950.00
TOTAL C116.0 President's Asst. - ...	1,950.00
C117.0 President's Exp(Not BD Mtgs)	
Lodging-Overnight Lodging	709.02
Mileage-Mileage at IRS Rate	748.20
Misc. Travel Expenses, Meals, Par...	123.26
Travel - Air,Train,Transit,Cab,Rental	1,407.43
TOTAL C117.0 President's Exp(N...	2,987.91
C119.0 Supplies-Software, Ink,Paper...	518.21

9/4/2019

Cash Flow

6/1/2019 through 8/30/2019

Page 2

Category	6/1/2019- 8/30/2019
TOTAL C. Executive Committee	17,505.88
E. National Board-Expense for National...	
E101.0 Board Member-Board Meetin...	
E101.2 Board Travel Expenses	
Mileage - Board Meeting	338.72
Misc. Travel Expenses, Meals, ...	66.00
Travel-Air,Train,Transit,Cab,Re...	185.96
TOTAL E101.2 Board Travel Ex...	590.68
TOTAL E101.0 Board Member-Bo...	590.68
TOTAL E. National Board-Expense f...	590.68
F. National Conference Committee	
F102.0 Future National Conf Advance	
2022 Conference Advance	8,000.00
TOTAL F102.0 Future National Co...	8,000.00
TOTAL F. National Conference Com...	8,000.00
G. New Sections Committee	
G103.0 Exhibiting @ National Confer...	2,599.75
TOTAL G. New Sections Committee	2,599.75
I. Operations Committee	
I103.0 ASHE National Project of the ...	1,676.92
TOTAL I. Operations Committee	1,676.92
M. Public Relations Committee	
M104.0 Promotional Material,Social ...	560.16
TOTAL M. Public Relations Committee	560.16
N. SCANNER Committee	
N102.0 TNT Invoices - Scanner Only	14,597.65
TOTAL N. SCANNER Committee	14,597.65
Q. Technology Committee	
Q101.0 Support ASHE Cloud	83.33
Q102.0 Data Base Project Admin.-U...	1,797.67
Q106.0 Website Hosting	187.50
TOTAL Q. Technology Committee	2,068.50
TOTAL OUTFLOWS	47,599.54
OVERALL TOTAL	-26,784.69



Final National Treasurer's Report

For

Fiscal Year 2018-2019

**ASHE National Board Meeting
Syracuse, NY**

September 21, 2019

610 RADCON ST., JOHNSTOWN, PA 15904

ASHE Treasurer's Report
for
For FY June 1, 2018 to May 31, 2019

PNC Checking Accounts

1	PNC Business Basic Checking 8649 - Ledger Balance 6/1/2018	\$	63,857.55
4	<u>Inflows</u>		
5	Income	\$	228,765.55
7	Total Inflows (Income)	\$	228,765.55
8	<u>Outflows</u>		
9	Expenses	\$	(253,442.72)
11	Total Outflows (Expenses)	\$	(253,442.72)
12	Balance 8649 - 05/31/2019	\$	39,180.38

PNC Investment Account

18	PNC Investment - Beginning Balance (6/1/2018)	\$	325,980.87
19	Increase (Decrease) in Fund as of 5/31/2019	\$	(1,102.40)
	-		
20	Balance on 5/31/2019	\$	324,878.47
22	Total Assets as of 5/31/2019	\$	364,058.85
23	Total Assets as of 6/01/2018	\$	389,838.42
24	Increase or (Decrease) in Total Assets - 6/1/2018 to 5/31/2019	\$	(25,779.57)

Respectfully submitted:

ASHE National Treasurer

7/3/2019

Item	Operating Income	Budget FYE 2019	Actual as of 05/31/2019	% of Budget
A.	Clothing royalties	\$ -	\$ -	
B.	Conference seed money returned	\$ 8,000	\$ 8,000.00	100%
C.	Conference Income	\$ -	\$ 6,002.41	>100%
D.	Credit Card Cash Back Rewards	\$ -	\$ 194.13	>100%
E.	Lifetime Member Plate	\$ -	\$ -	
F.	New members - at large	\$ 100	\$ -	0%
G.	Member assessment	\$ 132,000	\$ 136,572.00	103%
H.	National Project of the Year	\$ 800	\$ 800.00	100%
I.	New members initiation fees	\$ 18,000	\$ 26,880.00	149%
J.	Other Income	\$ -	\$ 3,323.86	>100%
K.	Past Presidents' pins	\$ 1,500	\$ 1,425.00	95%
L.	SPONSORSHIPS			
L100.0	Sponsorships - Multiview	\$ 7,000	\$ 8,868.15	127%
L101.0	Sponsorships - SCANNER	\$ 29,000	\$ 36,700.00	127%
	Total	\$ 196,400	\$ 228,765.55	116%
	Reduction Of Demand Assets	\$ 55,700	\$ 24,677.17	
	Total Inflow to Operating Budget	\$ 252,100	\$ 253,442.72	101%

FYE 2019 - June 1, 2018 to May 31, 2019

FYE 2019 Budget approved by ASHE National Board at Philadelphia, PA on March 17, 2017

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 05/31/2019	% of Budget
A. BUDGET/AUDIT COMMITTEE					
	A101.0	Budget/Audit Committee	\$ 450	\$ -	0%
	A102.0	Treasurer's Meeting With Auditors	\$ 450	\$ 277.42	62%
		TOTAL:	\$ 900.00	\$ 277.42	31%
B. CONSTITUTION & BYLAWS COMMITTEE					
	B101.0	Constitution and Bylaws Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
C. EXECUTIVE COMMITTEE					
	C101.0	Allowance for new Admin Asst	\$ 20,000	\$ -	0%
	C102.0	Audit & CPA fees	\$ 7,000	\$ 7,430.73	106%
	C103.0	Awards, pins, & ribbons	\$ 3,100	\$ 3,157.79	0%
	C104.0	Committee chair travel by President's invitation	\$ 3,600	\$ 4,413.75	123%
	C105.0	Computers, purchase, repair	\$ 1,000	\$ 3,080.30	308%
	C106.0	Contingencies, legal, bank fees	\$ 210	\$ 2,016.00	960%
	C107.0	Donations, memorials, gifts	\$ 100	\$ 216.15	216%
	C108.0	Employee - taxes, fica	\$ 2,000	\$ 3,875.23	194%
	C109.0	Employee - wages	\$ 10,600	\$ 16,403.50	155%
	C110.0	Employee - expenses	\$ -	\$ 347.96	100% +
	C111.0	Insurance - business	\$ 2,500	\$ 1,688.00	68%
	C112.0	Misc. Expenses	\$ -	\$ 32.72	100% +
	C113.0	Office- conf. call, office expenses	\$ 2,000	\$ 923.29	46%
	C114.0	Business Office - Rent	\$ 3,800	\$ 4,800.00	126%
	C115.0	Postage, UPS, Fed Ex. - Delivery	\$ 800	\$ 1,012.48	127%
	C116.0	President's Assistant expenses	\$ 11,000	\$ 10,273.68	93%
	C117.0	Presidents travel & expenses (No board mtgs.)	\$ 5,600	\$ 12,568.39	224%
	C118.0	Society travel - President's request	\$ 2,800	\$ 2,192.51	78%
	C119.0	Supplies, business, software	\$ 2,000	\$ 1,782.63	89%
		TOTAL:	\$ 78,110.00	\$ 76,215.11	98%
D. MEMBERSHIP/MEMBER AT LARGE COMMITTEE					
		TOTAL:	\$ -	\$ -	
E. NATIONAL BOARD					
	E101.1	Board Directors Lodging	\$ 10,000	\$ 8,775.75	88%
	E101.2	Board Directors Travel	\$ 22,000	\$ 26,339.35	120%
	E102.0	Board Meeting Expenses	\$ 10,000	\$ 12,030.89	120%
		TOTAL:	\$ 42,000	\$ 47,145.99	112%
F. NATIONAL CONFERENCE COMMITTEE					
	F101.0	2019 conference stipend & expenses	\$ 17,700	\$ 16,681.50	94%
	F102.0	Future National Conf. Advance	\$ 8,000	\$ 8,000.00	100%

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 05/31/2019	% of Budget
	F103.0	Sponsorships for conference	\$ 4,000	\$ 4,000.00	100%
	F104.0	National Conf. Comm. Travel	\$ 600	\$ 378.85	63%
		TOTAL:	\$ 30,300.00	\$ 29,060.35	96%
G.	NEW SECTIONS COMMITTEE				
	G101.0	Startup grant - Two(2) Sections per Year	\$ 1,200	\$ -	0%
	G102.0	New Section Banners - Two(2) Sections	\$ 1,300	\$ -	0%
	G103.0	SASHTO Exhibit ¹	\$ 4,000	\$ 8,315.60	208%
	G104.0	Travel - New Sections & Chartering	\$ 2,400	\$ -	0%
		TOTAL:	\$ 8,900.00	\$ 8,315.60	93%
H.	NOMINATING COMMITTEE				
	H101.0	Expenses for Hart, Member of the Year, and Young Member of the Year National Awards.	\$ 2,500	\$ 5,571.12	223%
		TOTAL:	\$ 2,500.00	\$ 5,571.12	223%
I.	OPERATIONS OVERSIGHT COMMITTEE				
	I102.0	Regional Directors Travel	\$ 2,500	\$ 2,107.74	84%
	I103.0	Project of the Year	\$ 2,500	\$ 195.00	8%
	I104.0	Society History Comm. ¹	\$ 4,000	\$ -	0%
		TOTAL:	\$ 9,000.00	\$ 2,302.74	26%
J.	OUTREACH COMMITTEE				
	J102.0	Exposure Funds	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
K	PARTNERSHIP COMMITTEE				
	K101.0	Booth exchange	\$ 2,000	\$ -	0%
	K102.0	Travel to partner events	\$ 2,000	\$ -	0%
		TOTAL:	\$ 4,000	\$ -	0%
L.	PROFESSIONAL DEVELOPMENT COMMITTEE				
	L101.0	Professional development committee	\$ -	\$ -	
	L102.0	Certification-related fees & education costs	\$ 250	\$ 250.00	100%
		TOTAL:	\$ 250	\$ 250	100%
M.	PUBLIC RELATIONS COMMITTEE				
	M101.0	Committee Travel	\$ 1,400	\$ 353.57	25%
	M102.0	Contest	\$ 200	\$ -	0%
	M103.0	Conference Exposure	\$ 400	\$ -	0%
	M104.0	Promotional Materials	\$ 2,500	\$ 1,071.38	43%
	M106.0	Software	\$ -	\$ 168.51	100% +
	M105.0	Shipping - ASHE Display	\$ 400	\$ 151.33	38%
		TOTAL:	\$ 4,900.00	\$ 1,744.79	36%
N.	SCANNER COMMITTEE				

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 05/31/2019	% of Budget
	N102.0	TNT Invoices	\$ 57,750	\$ 69,908.83	121%
	N103.0	Scanner Exhibit Booth	\$ 400	\$ 400.00	100%
		TOTAL:	\$ 58,150.00	\$ 70,308.83	121%
O. STRATEGIC PLAN COMMITTEE					
	O101.0	Strategic Planning Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
P. STUDENT CHAPTER COMMITTEE					
	P101.0	Student Chapter Committee	\$ 1,000	\$ -	0%
	P102.0	Student event promo materials	\$ 2,100	\$ 2,010.82	96%
		TOTAL:	\$ 3,100.00	\$ 2,010.82	65%
Q. TECHNOLOGY COMMITTEE					
	Q101.0	Cloud Committee	\$ 1,200	\$ 749.97	62%
	Q102.0	Database administration	\$ 1,500	\$ 1,562.53	0%
	Q103.0	Database upgrade	\$ 6,750		0%
	Q104.0	National Conf. Exhibit Booth - J.M. Solutions	\$ -	\$ -	
	Q105.0	Technology Committee	\$ 300	\$ -	0%
	Q106.0	Website hosting	\$ 1,740	\$ 1,727.45	99%
	Q107.0	Website redesign	\$ 6,500	\$ 6,200.00	
		TOTAL:	\$ 17,990.00	\$ 10,239.95	57%
TREASURER					
		Funds To Reserve Fund	\$ -	\$ -	
		Total Expenses	\$ 252,100.00	\$ 253,442.72	101%
<p>Notes: 1. Budget modification. See May 20,2018 National Board Meeting minutes.</p>					



Administrative Assistant Report

Update Leadership Chart: 8/12/19- In an effort to update the leadership chart an email was sent to the Section Secretaries and a copy was sent to the Board of Directors and Regional Secretaries. There was a good response for the information. The leadership chart has been updated with the most current information and the month that leadership change has been uploaded to the cloud. A copy was sent to Dick Cochrane to update the website.

New Member Request Forms (Website): The following is a region summary of the new member request forms (79 total from May 2019 thru August 2019) received and forwarded to the appropriate sections:

May-25 total request breakdown:

- 8-Southeast
- 5-Great Lakes
- 5-Mid Atlantic
- 1-South Central
- 6-Northeast

June-19 total request breakdown:

- 6-Southeast
- 1-Great Lakes
- 6-Mid Atlantic
- 6-Northeast

July-7 total request breakdown:

- 6-Southeast
- 1-Great Lakes

August-28 total request breakdown:

- 13-Southeast
- 3-Great Lake
- 6-Mid Atlantic
- 6-Northeast

Website requests (non-membership): The website has received approximately 30 requests that are not membership inquiries. These range from a variety of member questions, requests to update information in the database to spam. There is a copy of the website request log attached to this report that will provide more detailed information.

Board Meeting Dates and Committee Report Due Dates: The board meeting dates and the committee report due dates were sent as meeting invites via email on 5/21/19. This was done as an effort to streamline when things are due and cut down the amount of “reminder” emails. The response was positive and about 95% of the email sent accepted the invitation.

Nominations Requests: The nominations request for the 2020-2021 ASHE National Board were sent via email 8/6/19 as per Richard Cochrane. Follow up email will be sent late September and monthly until the due date of December 1,2019.

Section Visits: A total of 11 sections have been visited by various board members from May thru August. (Based on information reported to NM)

Assessments/Database reconciliation: The assessments were emailed to all Sections by August 1,2019. The following sections requested their roster to be reconciled with the database:

Potomac	North Central West Virginia	Central Florida
Houston	Chesapeake	

These Sections with the exception of Central Florida (in progress) have been reconciled and a new assessment has been sent to them.

New Members: 63 New member applications were processed and certificates and pins sent to corresponding Sections. (May thru August)

Past President Pins: 4 Past President Pins were requested and mailed to corresponding sections. (May thru August)

New Banner: Harrisburg Section requested a new banner to be ordered to replace their old banner. Banner was ordered and sent. The payment was received by National on 7/20/19

Website Requests 2019-2020

Date	Nature of Request	Person/Business requesting	Action
5/28/2019	Looking for graphic file for conference	James Stanton	Forwarded to Amanda Schumacher
6/10/2019	Only email provided -spam	Kathryn Rudolph	No action taken
6/12/2019	Salesperson selling articles /Spam	Racho Mano	No action taken
6/20/2019	Project of the year information	Julie Robinson	Forwarded to Joe Rikk
6/20/2019	Provided name and email and no other info	Erin Russman	Emailed to find out more info/no response
6/20/2019	Provided name and email and no other info	Kathryn Rudolph	Emailed to find out more info/no response
6/24/2019	Job recruitment for Amarillo Texas	Michael Rooney	Forwarded to Tom Morisi
6/25/2019	Correct website link for ASHE DFW Section	Laura Weber	Forwarded to Mindy Sanders and Dick Cochrane
7/1/2019	Company research-spam	Dimitris	No action taken
7/1/2019	What are our scholarship criteria	Michael Lagana	Forwarded to Tom Morisi
7/8/2019	Non member requesting Scanner	Elizabeth Pierson	Gave info on becoming a member and told her where to find the scanner on the website
7/9/2019	Member wanting email version of scanner	Will Besbatchenko	Updated his info in the database
7/10/2019	Salesperson requesting to update website-Spam	Janet	No action taken
7/11/2019	Member does not want to receive scanner at all	Elizabeth Harasty	Updated info in database/removed from mailing list
7/11/2019	Section and regional award information	Madison Jordon	Forwarded to Joe Rikk
7/11/2019	Member requested mailing address be updated	Bo Yuan	Updated data base
7/15/2019	Salesperson wanting to redesign website	James Lowry	Responded not interested in his services
7/16/2019	Member requesting how to update information	Ching Tee	Sent their username and password and instructed where to find it on website/successful update
7/18/2019	Salesperson wanting to buy data info-spam	Linda Smith	No action taken
7/21/2019	Radio talk show host requesting interview	Frank Andrews	Forwarded to Amanda Schumacher
7/22/2019	Non member requesting Scanner	Gabbie O'Grady	Gave info on becoming a member and told her where to find the scanner on the website
7/24/2019	NE Penn requesting insurance information	Dominic Yannuzzi	Forwarded to Dick Cochrane
7/26/2019	Member having issue with login	Dawn Fortuna	Gave correct login information
7/30/2019	Person asking if credit card payments are accepted	Karla Davis	Instructed her to check with the local section for forms of payment accepted
7/31/2019	How much is annual membership	Colleen Williams	Explained membership etc.
8/1/2019	Request to feature software in scanner	Omar Al	Forwarded to Tammy Farrell to see if there was potential to sell advertisement
8/1/2019	Salesperson/Spam	Rachel Stinson	No action taken
8/30/2019	How to post job openings	Holly Schultz	Explained we do not do that at this time
9/5/2019	Questions on Georgia membership dues	Judy Mundell	Forwarded to Georgia Secretary
9/9/2019	Salesperson/Spam	Layla Russo	No action taken
9/9/2019	Salesperson/Spam	Mia Keay	No action taken
9/10/2019	Salesperson/Spam	Fannie Schimmell	No action taken
9/11/2019	Salesperson/Spam	Adell Dutcher	No action taken



COMMITTEE STATUS REPORT

AD HOC COMMITTEE – Exposure Grant Program Revitalization

Objective: Short term committee created to review reinstituting exposure funds and other grant programs.

Date: 9/07/2019

Report Period: July – Sept. 2019

Committee Members

Roger Carriker, Chair (Chesapeake)

Leigh Lilla (Tampa Bay)

Frank O'Hare (Central Ohio)

Frank Bronzo (Cuyahoga Valley)

Mike Hurtt (Albany)

E-Mail

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410-370-6635

727-612-9142

614-506-1068

330-329-9702

518-423-4646

Meetings held since the previous Quarterly Report

1. None at the time of this report. Finally assembled materials and started working on updating the exposure grant policy.
2. Hopeful to have a committee call the week of 9/11 to vet some items in preparation for the 9/20-21 board meeting.

Motion(s) to be brought before the National Board:

1. None at the time of the writing of this report. It is hoped that something will be developed for reaction by the Board at the September 20-21, 2019 meeting in Syracuse. TBD

Discussions to be brought before the board

Topics that the committee is working on:

1. How should/will the \$6,000 budgeted for 2019-2020 FY (assigned to Outreach committee budget) be administered? What, if any function will National have on this funding allocation. Are the Regions going to administer/distribute it as before? What is the basis for the allocation to the Regions (membership #, needs, ??) ?
2. An implementation plan and how to tie this re-instituted initiative/program to the 2019-2021 Strategic Plan values and strategies.
 - a. This committee will work on the means to reinstitute the exposure grant program during the month of September/October and have a recommendation for the Board's review and approval.
 - b. Applications for exposure funds should/may need to be submitted in the Fall/Winter 2019 so awards can be identified in late 2019/early 2020, thus allowing the funds to be utilized in the ASHE 2019-2020 FY
 - c. The Board has discussed that a requirement of the applicants will be to associate their needs/expenditures of the funds with ASHE's visions of growth, increased student participation, educational initiatives, being active in our communities, and strengthening of the ASHE brand vs. just using the funds for funding events. We are looking at how



National/the Regions can/will verify that the objectives in their grants are fulfilled and reported so that we can refine (if needed) the grant program, if needed

Status of action items:

Objective of Ad-Hoc committee: Investigate the exposure funds and other grant programs for possible re-implementation. Prepare recommendation(s) for the board as needed.

1. None as of the time of submitting this report.
2. Updating the procedure and distribution of funds to improve the effectiveness of the previous exposure grant program: In progress
3. Timeframe for this committee's recommendation: by late Fall 2019 so Regions/Sections can solicit and assemble applications for consideration by the end of CY 2019.

Budget update:

1. **2019 - 2020 Budget:** **\$6,000**
2. **Spent – List items and \$ spent this quarter**
 - a. **\$0.00**
3. **Current Budget Balance:** **\$6,000**
4. **List any Non-Budget Items that should be considered.**
 - a. **None at this time**





COMMITTEE STATUS REPORT

BUDGET / AUDIT COMMITTEE

Provide financial guidance to National Board, President and Treasurer. Ensure financial responsibility on the part of the Society. Review investment policies. Review audit as needed.

Date: 9-20-19

Report Period: May 2019 – September 2019

Committee Members

Tim Matthews

Leigh Lilla

Frank O'Hare

Roger Carriker

Dinna McQuade

Michael Bywaletz

Richard Meehan

Email

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richard.meehan@loweengineers.com

Meetings held since the previous Quarterly Report:

1. No meeting of the Committee has been held since last National Board meeting.

Motion(s) to be brought before the National Board:

1. None.

Discussions to be brought before the board:

1. None.

Activities:

The Committee members regularly review reports submitted by the National Treasurer including Treasurer's Reports, Bank Statements, Cash Flow, Credit Card Statements, and Investment Account Statements, and provide comments (as generated) directly to the National Treasurer. All documents reviewed by the Committee are returned to the National Treasurer for filing, stamped as "Reviewed by the Budget / Audit Committee".

For this reporting period, the Committee reports no unusual or concerning issues.

Comments on Treasurer's reports, if any:

1. None.

Status of investment instruments & comments:

1. No comments; see Treasurer's Report.

-END-



COMMITTEE STATUS REPORT

CONSTITUTION / BYLAWS COMMITTEE

Monitor National Constitution and National Bylaws for suitability and accuracy. Implement changes as directed by the National Board. Review and maintain record of all Regions' and Sections' bylaws.

Committee Members

David Greenwood, PE, Chair
Stan Harris, PE
Don Dizuzio, PMP
Calvin Leggett
Mark Kinnee, PE

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DDizuzio@tandmassociates.com
cleggett@ncdot.gov
makinnee@urbanengineers.com

Date: 03/08/19

Report Period: Winter 2019

Meetings held since the previous Quarterly Report

1. Minimal correspondence by e-mail- Bylaw approval requests and bylaw inventory

Motion(s) to be brought before the National Board:

1. None

Discussions to be brought before the board

1. None

Activities:

Informed Potomac section that they need to remove references to constitution in their current document. Informed them that the National Constitution is the constitution for all. Provided generic bylaws format. They revised and resubmitted; it is being reviewed.

Finalized review and uploaded of section bylaws to the Cloud (January). Working on spreadsheet by region/section to report status of each; this is taking longer than planned.

Budget update

1. 2018 - 2019 Budget: \$0.00
2. Spent – List items and \$ spent this quarter
 - a. N/A

3. Current Budget Balance: N/A
4. List any Non-Budget Items that should be considered.
 - a. N/A

AMERICAN SOCIETY OF HIGHWAY ENGINEERS (ASHE)

CODE OF ETHICS

Introduction

The members of the highway industry recognize that their work has a direct and vital impact on the quality of life for all people. As a result, the service provided by the various professionals, industries and businesses requires honesty, impartiality, fairness and equity, and must be dedicated to the protection of public health, safety and welfare. ASHE members should be aware of the ASHE Mission Statement, which follows, and understand its impact to their profession and use it in their daily conduct of work.

Mission Statement

ASHE provides a forum for members and partners of the transportation industry to promote a safe, efficient and sustainable highway system through education, innovation, and fellowship.

I. Society Member Objectives

- A. The safety, health and welfare of the public shall be held prominent in their conduct of work.
- B. Members shall provide or perform services only in areas of their expertise or competence.
- C. Members shall act in a professional, ethical, and moral manner when conducting business and other matters related to the highway industry and their profession.
- D. Members shall avoid improper acts in the solicitation of their services.

Each of these objectives is defined in further detail below.

II. Code of Conduct

- A. The safety, health and welfare of the public will be held prominent in the conduct of work by ASHE members.
 - 1. ASHE members shall perform their work recognizing the importance of protecting the safety, health, property and welfare of the public.
 - 2. If, during the conduct of work, a member's judgement is compromised or overruled in such a way that endangers the safety, health, property, or welfare of the public, the member shall notify the appropriate authority.
 - 3. Members shall refrain from association with any person or business venture, which they suspect to be engaged in fraudulent or dishonest business practices.
- B. Members should provide or perform services solely in areas of their expertise or competence.
 - 1. ASHE members shall perform work assignments only when qualified by training, education, or experience in the specified field or service involved.
 - 2. ASHE members shall recommend, approve or promote only those products or services in which they have competence and knowledge.
- C. Members shall act in a professional, ethical, and moral manner when conducting business and other matters related to the highway industry and their profession.
 - 1. ASHE members shall identify all known and potential conflicts of interest to their employers or clients informing them of any business association, which could influence or appear to influence their judgement or quality of service.
 - 2. ASHE members can accept compensation from more than one party for performing the same services providing that the circumstances are fully disclosed and agreed to by all interested parties.

- D. Members should maintain the utmost integrity in the solicitation of their products and services.
 - 1. ASHE members shall be entirely truthful when representing their business experience, professional qualifications or product performance.
 - 2. ASHE members shall not offer, give, solicit or receive any gift, political contribution or other valuable consideration with the intent of receiving favorable consideration of a contract award, materials purchase or other work.
- E. ASHE members and ASHE guests shall conduct themselves in a professional, ethical and moral manner when attending and/or participating in ASHE-sponsored events.
 - 1. From time to time, ASHE National and/or its local affiliates host ASHE-sponsored networking or other professional events. It is expected that all ASHE members and guests of ASHE adhere to the highest professional, ethical, and moral conduct when attending or otherwise participating in these events. Failure of an ASHE member or ASHE guest to adhere to this minimum standard of conduct is grounds for exclusion from future ASHE-sponsored events and/or suspension or revocation of membership.

III. Member Obligations

- A. Members of ASHE shall be guided in their provision of service by the highest standards of integrity.
- B. Members of ASHE shall strive to serve the public interest.
- C. Members of ASHE shall refrain from all conduct or practice, which may discredit the highway industry or deceive the public.
- D. Members of ASHE shall not disclose confidential information concerning the business affairs or technical processes of any present or former client or employer without his consent.

- E. Conflicting interests shall not influence members of ASHE.
- F. Members of ASHE shall uphold the principle that adequate compensation be received for services provided to the highway industry.
- G. Members of ASHE shall be totally truthful in their efforts to gain employment or advancement and shall not criticize other members of the highway industry.
- H. Members of ASHE shall not attempt to injure, maliciously or falsely, directly or indirectly, the reputation, prospects, practice or employment of other members of the highway industry.
- I. Members of ASHE shall cooperate with one another in extending the effectiveness of the highway industry by the exchange of information and experience with other members of ASHE and will provide opportunity for the advancement and development of other members of the highway industry.
- J. It is the responsibility of all members to disclose the loss of their professional license or certification to the appropriate Section, Region and National Board when such loss of license/certification is due to unethical, willful negligent or criminal activities.
- K. It is the responsibility of all members to report unethical, willful negligent or criminal activities by another member to the appropriate Section, Region and National Board. The report should be made immediately upon having knowledge of same activities.

**NATIONAL BY-LAWS OF THE AMERICAN
SOCIETY OF HIGHWAY ENGINEERS
AMENDMENT OF MAY 10, 2016 BYLAWS**

ARTICLE I – ORGANIZATION

1. The name of this organization is the American Society of Highway Engineers (ASHE).
2. All references to “National” and “Board” in these By-Laws shall mean the National Board of Directors of ASHE unless otherwise defined.
3. ASHE is comprised of local Sections that have been established and chartered in accordance with the National Constitution. These Sections are grouped into Regions which are established by the National Board. The Regions have their own governing body to oversee the Sections within their Regions.
4. Local Sections, as provided for in the National Constitution, may be organized by a petition of thirty-five (35) persons qualified for membership in ASHE.
5. The registered office of the American Society of Highway Engineers (“ASHE”; the “Corporation” or the “Society”) shall be located at Business Filings Incorporated, 116 Pine Street, Suite 320, Harrisburg, PA 17101. The corporation may also have offices at such other place as the Board of Directors may appoint or the activities of the corporation may require. The business address of ASHE will be designated by the current National Secretary and approved by the National Board.
6. The corporate seal shall have inscribed thereon the name of the corporation, the year of its organization and the words “Corporate Seal, Pennsylvania”.
7. Trademarks of ASHE including, but not limited to, the existing trademarks for the slanted block text “ASHE” and the Shield shall not be used by individuals or companies outside of the ASHE organization unless they request and receive written permission from the ASHE National Secretary and approval of the National Board. Permission for the use of Trademarks will be granted for a time period of one year, and requests for renewals are to be submitted to the ASHE National Secretary and approved by the National Board.

ARTICLE II – MEMBERSHIP

1. The election to membership shall be entrusted to each local Section. The active membership shall be as described in Article II section 1 of the ASHE National Constitution and shall consist of Student, Member, Life, and Honorary members who have practiced, or are now practicing, in the highway industry or its allied fields, or

are students actively interested in the highway or transportation industry. Additional requirements for Honorary and Life members are:

a. Honorary Member

- i. Honorary Members shall be proposed to the National Board by petition of not fewer than 10% of the National ASHE membership.
- ii. The National Board shall elect Honorary Members.
- iii. The number of Honorary Members shall not exceed one percent (1%) of the National ASHE membership.
- iv. No member of the National Board shall vote on his/her own admission to Honorary Membership.
- v. A person elected to Honorary Membership shall be notified within 90 days of approval by the National Secretary.

b. Life Member

- i. Life Members shall have been a dues paying member of the section for twenty-five (25) years, and shall have been active in ASHE activities.
- ii. The Section Board selects Life Members from their Section membership roster.
- iii. Those members who attained Life Membership status prior to 1991 are exempt from National Assessment. The National Assessment for those who attained Life Membership status subsequent to 1991 will be billed to and paid by the Life Member's Section.

2. Any person desiring to become a member shall make written application to a Section Secretary. Such application shall be in such form and contain such data as prescribed by the National Board. Upon receipt of recommendation for acceptance, the application shall be submitted to the Section Board of Directors for approval. If approved, the application shall be forwarded to the National Secretary for inclusion in the membership roster. The National Secretary shall notify the Section Secretary of the inclusion of new members in the National Roster.
3. The National Board, in its sole discretion, may decline membership to any applicant for engaging in conduct that violates the ASHE National Constitution, these Bylaws, the ASHE Code of Ethics, or the guidelines and policies contained within the ASHE Operation Manual established by the National Board and/or decline membership to any applicant convicted of Local, State or Federal felonies. The membership determination made by the National Board shall be binding and final. The National President or National Secretary shall notify the applicant of his/her exclusion from Membership.
4. Any member of ASHE may resign his/her membership by a written communication to their Section Secretary. The Section Secretary shall notify the National Secretary to have the member removed from the Section membership roll for the annual dues assessments as described in Article VII.
5. Any member who resigned in good standing may return to his/her former membership by a written request to the Section Secretary, and payment of the National and Local Section dues.

6. The National Board, by affirmative vote of two-thirds, may suspend or expel a member for any violation of the ASHE National Constitution, these By-Laws, the ASHE Code of Ethics, or the guidelines and policies contained within the ASHE Operation Manual established by the National Board or any person convicted of Local, State or Federal felonies. A member whose suspension or expulsion is being considered shall be notified by the Section Secretary by registered mail, and shall be advised of the charges against them at least 30 days prior to the proposed date of suspension or expulsion. If the member so desires, he/she may submit a defense, either in person or in writing to the Section Secretary, which shall be considered by his/her Section Board of Directors as part of the expulsion procedure. Any member against whom such action is taken may, upon written application, appeal to the National Board. Such written application must be submitted to the National Secretary within thirty (30) days of notice of expulsion or it will not be considered. The action taken by the National Board shall be binding and final.
7. Upon review of a signed, written request from any suspended or expelled member which was submitted to the National Secretary, the National Board may, by the affirmative vote of two-thirds, reinstate the member upon such terms as the National Board may deem appropriate.
8. Membership in this organization is neither transferable nor assignable to another member or non-member.

Membership in ASHE may, at the discretion of the National Board, be evidenced by Certificates of Membership, in which case they shall be in such form and style as the National Board may determine. Certificates shall be signed by the National President or a National Vice-President, and by the National Secretary, and shall bear the corporate seal.

ARTICLE III – MANAGEMENT

Section 1 – Structure

1. ASHE will be governed by the National Board.
2. The National Board shall be comprised of the Officers, the Immediate Past President and a National Director or Directors from each Region.
3. The National Executive Committee consists of the National President, 1st and 2nd Vice Presidents, Immediate Past National President, National Secretary, National Treasurer, and Chairperson of the Operations & Oversight Committee (OOC). Other non- voting committee members may be designated by the National President per the National Constitution.
4. Any National Officer, National Director or Committee Chair may be removed by the National Board, whenever in its judgment the best interests of ASHE will be served

thereby, but such removal shall be without prejudice to the individual rights of any person so removed.

5. If a position on the National Board becomes vacant for any reason, the National Board will make the final decision on whether the vacant position will be filled for the

unexpired term. For positions other than a National Director position, the National Board will determine the successor. If the vacant position is a National Director position then the Region affected by the vacancy will be asked to work with the Sections to identify potential candidates which the Regional Board will present to the National Board. The National Board will be responsible for selecting the individual to fill the vacant position until the next election cycle.

6. If the Regional boundaries are adjusted, the National Board shall establish an interim transition plan to provide for equitable Regional representation on the National Board.

Section 2 – Operations

1. The business address of ASHE will be designated by the current National Secretary and provided, in writing, to all National Board Members, Regions, Sections and Standing Committee Chairs within thirty (30) days of the National Secretary taking office.
2. The National Board shall manage the membership and conduct the administrative affairs of the organization.
3. The fiscal year of ASHE shall begin on June 1st.
4. The National Board shall act in all matters concerning the business and financial interests of ASHE, and in the discharge of its duties, shall have the power, within the limitations of the National Constitution and these By-Laws, to execute any measure deemed necessary. The function of the National Executive Committee is to assess and implement an annual operating strategy of the National Board and to conduct the administrative ASHE affairs, at times when the National Board is not in session.
5. Paid support staff, who are not members of the National Board, may be used by the National Board as deemed necessary.
6. At the National, Regional, and Section levels of ASHE, records shall be maintained of:
 - a. The proceedings of the National, Regional, and Section Board meetings;
 - b. The original or a copy of the applicable By-Laws, including all amendments thereto to date;
 - c. A roster of member names and contact information; the membership roster shall be maintained, at all levels, using the ASHE National Database.
 - d. Complete and accurate financial information including bank accounts records.

These records shall be made available to any member in good standing upon submission of written request to the National, Regional or Section Secretary.

7. All checks or demands for money and notes of ASHE shall be signed by an Officer or Officers which have been designated by the National, Regional or Section Board.

8. The National President, with assistance from the National Secretary and National Treasurer, shall preside over the Annual Membership Business Meeting held during the National Conference. The following reports will be presented:
 - a. The Secretary's Report will consist of a summary of the total membership as of the date of the report together with a statement of an increase or decrease in membership; a statistical breakdown of membership by category including professional, government, consultant, contractor and other; notification of any unpaid assessments; and the announcement of membership awards.
 - b. The Treasurers Report will consist of a statement of income, expenses, assets and liabilities as of the date of the report.
9. Whenever written notice is required to be given to any person, it may be given to such person, either personally or by sending a copy thereof by first class mail, postage prepaid, or by fax or electronic mail, to his/her address appearing in the records of ASHE, or, in the case of National Directors, supplied by him/her for the purpose of notice. If the notice is sent by mail, fax, or electronic mail, it shall be deemed to have been given to the person entitled. A notice of meeting shall specify the date, time, location and agenda/objective of the meeting and any other information required by statute or these By-Laws.
10. The National Secretary and National Treasurer shall each provide a Fidelity Bond in an amount to be determined annually by the National Board in accordance with the financial condition of ASHE to indemnify ASHE from loss. The premium of said bonds is to be paid by ASHE. Additionally, the National Board may secure the fidelity of any or all such National Officers with the purchase and maintenance of bonds, insurance or any other means permitted by law.
11. ASHE may purchase and maintain insurance on behalf of the aforesaid persons or National Committees' personnel representing the organization's interests to the extent authorized by law and approved by the National Board.

Section 3 – Other

1. National Board Members shall not receive any stated salary for their services except by resolution of the National Board. Expenses to attend regular or special meetings of the National Board, or other approved ASHE activities, may be reimbursed by either the actual expense of attendance, a fixed stipend or a combination of both as approved by the National Board.
2. Whenever the activities of ASHE involve the charging of fees or prices for its service or products, it shall have the right to receive such income. All such income shall be applied to the maintenance and operation of ASHE and in no case shall be divided or distributed in any manner whatsoever among the members of ASHE including the

National Board other than duly approved travel expenses incurred in the execution of their duties.

3. Whenever any written notice is required to be given under the provisions of the Pennsylvania Nonprofit Corporation Law statute or these By-Laws, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Except as otherwise required by statute, neither the business to be transacted nor the purpose of a meeting need be specified in the waiver of notice of such meeting. In the case of a special meeting of members such waiver of notice shall specify the general nature of the business to be transacted. Attendance of a person at any meeting shall constitute a waiver of notice of such meeting, except where a person attends a meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business because the meeting was not lawfully called or convened.
4. The National Board recommends, but does not require, that Fidelity Bonds be obtained for the financial officers of each Section and each Region of ASHE in order to protect the Section or Region. The National Board and the ASHE organization shall not bear any responsibility or liability to the individual Section or Region whether or not a Fidelity Bond is obtained.

ARTICLE IV – NOMINATION AND ELECTION OF OFFICERS

1. Elected National Board Officers shall be a President, 1st Vice-President, 2nd Vice President, Treasurer, and Secretary.
2. Each Regional Board shall nominate a National Director or Directors as their representative to the National Board. Each year to the extent possible, one-third of the National Directors shall be elected for a three-year term.
3. Nominations for Regional National Director(s) shall be made through the Regional Board of Directors by December 1st of the year prior to the election. Each Regional Board shall solicit nominations for National Director from the Sections within the Region. The Regional Board will consider only the nominations received from the Sections to determine the recommended individual to the National Nominating Committee. However if no nominations are received from the Sections within the Regions then the Regional Board will be responsible for identifying the recommended individual. The Operations & Oversight Committee will provide oversight to ensure that the Sections have had adequate representation in the process. In selecting nominees, it is desirable that National Directors represent all elements of the highway/transportation industry.
4. In electing National Board members, every member of the ASHE organization shall have an opportunity to vote. No member shall sell his/her vote for money or anything

of value. Upon request of a member, the books or records of membership shall be produced at any regular or special meeting of the ASHE organization. If at any meeting the right of any person to vote is challenged based on reasonable information and data, the National President or, in his/her absence, the presiding Officer shall require such books or records to be produced within a reasonable timeframe as evidence of the right of the person challenged to vote. All membership rights in the organization and its property shall cease on the termination of his/her membership for any reason.

5. Candidates for National positions of President, 1st Vice President, 2nd Vice President and Past National President shall have served previously on the National Board for at least one year or served as the Chair of a National Committee for at least two years. For the positions of National Secretary, Treasurer, Secretary-Elect, and Treasurer-Elect, a person must have served previously on the National Board for at least one year, or served as the Chair of a National Committee for two years, or served as a Regional Officer for two years or served on a Regional Board for four years. The National Officers shall desirably represent all elements of the highway/transportation industry. At any time, no more than two of the following Officers may be from the same Region: National President, National 1st Vice- President, and National 2nd Vice-President.
6. An officer-elect position for the outgoing Secretary and Treasurer positions will be filled one year prior to the end of their respective terms by the normal nomination process. This action will provide an appropriate transition period between the incoming and outgoing officers. The officer-elect Secretary and Treasurer will attend all Executive Board and Board of Directors meetings during the transition year; however, they will have no voting rights. After the one-year term as officers-elect, they will assume the official duties of National Secretary and Treasurer and begin their first three-year term.
7. Not less than sixty (60) days preceding the Annual Membership Business Meeting as established in Article VI, Section 3 of these By-Laws, the Nominating Committee shall nominate at least one willing candidate for each office to be elected and deliver the slate to the National Board for approval. Following the National Board approval, the National Secretary shall publish the slate of candidates to the membership no less than thirty (30) days prior to the Annual Membership Business Meeting.
8. Additional nominations may be submitted by correspondence to the National Secretary up until twenty-one (21) days prior to the general election at the Annual Membership Meeting, provided the nomination has been signed by at least ten (10) percent of the membership, and the nominee has agreed to serve if elected.
9. If there are no offices with contested races, the Immediate Past President shall conduct the election of officers at the Annual Membership Business Meeting by voice vote, requesting a motion to confirm the nominated slated by acclamation. If there is an office with more than one nominee, then the Nominating Committee shall conduct

the election of officers at the Annual Membership Business Meeting by secret, written ballot. The Nominating Committee shall tally the ballots and announce the results. The National Secretary also shall publish the results of the election via electronic mail to the membership.

10. A general announcement of the National Officers elected shall be published in the *scanner* and on the National ASHE Website.
11. In advance of any meeting of the National Board, the Board may appoint judges of election, who need not be members, to act at such meetings if deemed necessary. If judges of election are not so appointed, the presiding Officer of any such meeting may, and on the request of any member, make such appointment at the meeting. The number of judges shall be one or three. No person who is a candidate for office shall act as a judge of election.

ARTICLE V – OFFICERS, OFFICERS-ELECT AND DUTIES

1. The National Officers, except for the Chair of the Operations & Oversight Committee, shall hold their term of office as noted below and shall have authority and perform such duties as provided by these By-Laws.
2. The Chair of the Operations & Oversight Committee shall be a National Director and shall be appointed by the President and have a one-year term.
3. The term of office for elected officers shall be as follows, except as provided otherwise in Article III, Section 1 for the replacement of a unexpired term:

<u>Office</u>	<u>Max. Term Limit</u>	<u>Number of Terms</u>
President	One Year	Not to Serve More Than Two Consecutive Terms
1 st Vice President	One Year	Not to Serve More Than Two Consecutive Terms
2 nd Vice President	One Year	Not to Serve More Than Two Consecutive Terms
Secretary	Three Years	May Serve Three Consecutive Terms
Treasurer	Three Years	May Serve Three Consecutive Terms
National Director(s)	Three Years	Not to Serve More Than Two Consecutive Terms

Note: The terms of the National Secretary and Treasurer shall be staggered by one year.

4. The term of office shall begin at the close of the Annual Membership Business Meeting each year at which the officers elections are announced, and shall continue for the period stipulated above or until a successor is elected or appointed.
5. The National President shall:
 - a. Serve as the Chair of the National Board;

- b. Subject to the National Board, have general and active management of the affairs of ASHE;
- c. Shall see that all orders and resolutions of the National Board are carried into effect, subject however to the right of the National Directors to delegate any specific powers, except such as may be by statute of the Commonwealth of Pennsylvania, exclusively conferred on the National President or to any other National Officer(s) of ASHE;
- d. Execute bonds, mortgages and other documents requiring a seal, under the seal of the corporation;
- e. Be responsible for obtaining the annual audit on behalf of ASHE. A certified CPA shall conduct an annual audit of the National Treasurer's records.
- f. Shall appoint the Chairperson for the Operations & Oversight Committee each year;
- g. Shall make National Committee assignments and identify respective National Board liaisons for their term in office.

6. The National 1st Vice-President shall:

- a. Serve as the Vice Chair of the National Board;
- b. Shall preside at all meetings in the absence of the National President;
- c. Act in the capacity of liaison representative with the ASHE Sections/Regions, or other organizations and societies;
- d. Monitor the Executive Committee's progress in achieving the goals established in the Strategic Plan.

7. The National 2nd Vice-President shall:

- a. Preside at all meetings in the absence of the National President and National First Vice-President;
- b. Assist in monitoring the individual Committees progress in achieving the goals established in the Strategic Plan.

8. The National Secretary shall:

- a. Under the direction of the National President and the National Board, act as National Executive Officer of ASHE;
- b. When possible, he/she shall attend all meetings of the National Board and/or all meetings of National Committees appointed by the National Board and record the proceedings;
- c. He/she shall have custody of all official papers and records;
- d. He/she shall conduct the official correspondence of ASHE and keep complete records;
- e. At the Annual Membership Business Meeting held at the ASHE National Conference, he/she shall submit a report, in writing, concerning the duties and activities of the ASHE Office, including a statement of the status of the membership of ASHE;
- f. He/she shall see that all monies due ASHE are collected and transferred to the custody of the National Treasurer;

- g. In cases of his/her absence or disability, a substitute may be appointed by the National President;
- h. At the expiration of his/her term of office he/she shall transfer to his qualified successor all relevant documents, material and equipment for which he/she shall receive a receipt of compliance;
- i. He/she shall give, or cause to be given, notice of National Meetings of the members and of the National Board;
- j. Shall perform such other duties as may be prescribed by the National Board or National President, under whose supervision he/she shall be;
- k. He/she shall keep in safe custody the corporate seal of ASHE, and when authorized by the National Board, affix the same to any instrument requiring it;
- l. Notify the membership of the elected National Board members.

9. The National Treasurer shall:

- a. Receive all monies and deposit the same in the name of ASHE in depositories approved by the National Board;
- b. Keep full records of ASHE National receipts and expenditures;
- c. Pay all bills when certified and audited as provided by these By-Laws and as prescribed by the National Board;
- d. Prepare a detailed quarterly treasurer's report, containing an itemized description of all expenditures and receipts during that time period compared to the annual budget, to be distributed at the National Board Meeting;
- e. Make an annual report to the membership at the Annual Membership Business Meeting held at the ASHE National Conference;
- f. At the expiration of his/her term of office, he/she shall turn over to his/her successor all books, papers and monies belonging to ASHE and take a receipt thereof.

10. The Immediate Past President shall:

- a. Chair the Nomination Committee;
- b. Act on recommendations of Committees;
- c. Chair and serve on Committees;
- d. Vote for Board Officers;
- e. Vote on various issues brought before the National Board including but not limited to:
 - i. Changes to By-Laws;
 - ii. Expenditures, etc.

11. The Chairperson of the Operations & Oversight Committee (OOC) shall:

- a. Chair the Operations & Oversight Committee;
- b. Chair and serve on other committees as requested;
- c. Provide Regional perspective and insight for Executive Committee consideration and decision making;
- d. Provide Executive Committee feedback to the OOC and Regions.

12. The Officers-Elect for National Secretary and National Treasurer shall:
 - a. Attend all Executive Committee and Board of Directors meetings;
 - b. Learn the respective duties and activities performed by the Secretary or Treasurer;
 - c. Perform various tasks as assigned by the Secretary or Treasurer.
13. The National Directors shall:
 - a. Serve on both the National Board and the Regional Board;
 - b. Serve as the primary liaison between the activities of the Regional and National;
 - c. Chair and serve on committees;
 - d. Vote on various issues brought before the National Board including but not limited to:
 - i. Changes to By-Laws;
 - ii. Expenditures, etc.
14. The Committee Chairs shall:
 - a. Attend National Board meetings when invited by the National President;
 - b. Hold committee meetings as necessary to complete the tasks assigned by the National Board and attain goals established by their committees;
 - c. Provide a written report for each National Board meeting identifying committee activities for the previous three months.

ARTICLE VI – MEETINGS

1. The National Board shall meet a minimum of three times within the fiscal year. No business shall be transacted unless a majority of the National Board is present.
2. Meetings of the National Board shall be held at such places and times to be designated by the National President.
3. The Annual Membership Business Meeting shall be held at the National Conference where members will elect the National Board and transact other appropriate business. The Annual Membership Business Meeting shall be held between May 1 and June 30 of each year. If the Annual Membership Business Meeting is not called and held within said designated time, any National Board Member may call such meeting.
4. Written notice of every meeting of the National Board, stating the date, time, location, and agenda/objective, shall be given by the National Secretary to each member of the National Board entitled to vote at the meeting at least ten (10) days prior to the date of the meeting unless a greater period of notice is required by statute in a particular case.

5. Any action which may be taken at a meeting of the National Board may be taken without a meeting, if a consent in writing setting forth the action so taken is signed by a majority of the National Board in office and filed with the National Secretary, or the National Secretary certifies that a majority of National Board have approved said action by other communications. Other forms of communications include the use of electronic mail. Minutes of electronic meetings will be approved at the next Board Meeting.
6. Recommended agenda items for meetings of the National Board and the National Executive Committee are:
 - a. Call to Order
 - b. Welcome, Introductions and Remarks
 - c. Approval of Minutes of the Previous Meeting
 - d. National Secretary's Report
 - e. National Treasurer's Report
 - f. National President's Report
 - g. National President's Assistant's Report
 - h. National Committee Reports
 - i. Unfinished Business
 - j. New Business
 - k. National Directors' Reports
 - l. Next Board Meeting Information
 - m. Adjournment
7. The National Board Member's Reports shall be forwarded via electronic mail to the Assistant to the National President a minimum seven days prior to the National Board Meeting.
8. Special meetings of the National Board may be called at any time by the National President, or by a majority of the National Board, or by petition containing the signatures of at least ten percent (10%) of the eligible voting membership of ASHE. After any of these requirements have been met, the National Secretary shall be notified by the person or persons calling the meeting. It shall be the duty of the National Secretary to fix the time of the meeting which shall be held not more than sixty (60) days after the receipt of the request. If the National Secretary shall neglect or refuse to fix the time of the meeting, the person or persons calling the meeting may do so. In the case of a special meeting, the notice shall specify the general nature of the business to be transacted. Business transacted at all special meetings shall be confined to the objects stated in the meeting notice.
9. Persons authorized or required to give notice of a meeting of the National Board may, in lieu of any written notice of such a meeting, officially publish such meeting notice in the *scanner* and on the National ASHE Website.
10. Voting at the National Board meeting may be by ballot, consent, mail or any other reasonable means determined by the National Board.

11. Members may participate, at their cost, in a meeting of the National Board by means of conference telephone or similar communications equipment which enables all persons participating in the meeting to hear each other. Participating in a meeting pursuant to this Section shall constitute presence in person at such a meeting.

ARTICLE VII – ASSESSMENT FEES AND EXPENDITURES

1. National Dues Assessments and Initiation Fees shall be established by the National Board, collected by the Sections and forwarded to the National Office. The amount of the initiation fee and first year's dues assessment shall be subject to annual review by the National Board.
2. The National initiation fee, the first year's dues assessment and the membership application form for each applicant approved by the Section shall be submitted to the National Secretary. The National Secretary, upon review of the application, will forward the member's membership pin and certificate of membership to the Section Secretary.
3. Each Section shall be advised of the amount of its annual National Dues Assessment in May of each year based on the current membership of the Section. National Dues are due June 1, the start of the new fiscal year. During the period from June 1 through September 30 each year, the Sections may correct their rosters and adjust their Dues Assessment by notifying the National Secretary of any delinquent members to be dropped. Annual Dues Assessment payments will be sent by the Section Secretary to the National Secretary no later than October 1 of each fiscal year. A ten percent (10%) late fee will be added to the assessments by the National Secretary for any Sections not paying their annual dues assessment by October 1st.

ARTICLE VIII – COMMITTEES

1. The National President shall, within thirty (30) days after the Annual Membership Business Meeting to be held at the ASHE National Conference, appoint active members to National Committees with the exceptions stated below. Standing Committees shall include the following:
 - a. Executive
 - b. Budget/Finance/Audit
 - c. Operations & Oversight
 - d. Outreach
 - e. Nominating
 - f. National Conference

Exceptions: The Immediate Past National President shall serve as the Chair of the Nominating Committee and the 1st Vice President shall serve as the Chair of the Budget/Finance/Audit Committee. Special Committees may be appointed at the discretion of the National President.

2. All active members shall be eligible for committee appointments. Committees serve to complete specific assigned tasks and to provide information and recommendations to the National Board. Committee Chairs may establish subcommittees for their committee as needed to accomplish specific assignments/tasks with the concurrence of the National Board.
3. No committees shall have the power or authority to:
 - a. Submit to the ASHE members for their approval any action that is required by statute to be approved by the membership or the National Board;
 - b. Fill vacancies in the National Board;
 - c. Adopt, amend or repeal these By-Laws;
 - d. Amend or repeal any resolution of the National Board;
 - e. Act on matters committed by these By-Laws or by resolution of the National Board to another committee of the National Board.
4. Standing committees shall consist of not less than three members. Whenever the scope and duties of any standing committee warrant larger membership, the National President shall be empowered to increase the committee to the desired proportion.

ARTICLE IX – INDEMNIFICATION

1. ASHE shall indemnify each of its National Directors, Officers and employees whether or not then in service as such (and his/her executor, administrator and heirs), against all reasonable expenses actually and necessarily incurred by him/her in connection with the defense of any litigation to which the individual may have been a party because he/she is or was a National Director, Officer or employee of ASHE. The individual shall have no right to reimbursement, however, in relation to matters as to which he/she has been adjudged liable to ASHE for negligence or misconduct in the performance of his/her duties, or was derelict in the performance of his/her duty as National Director, Officer or employee by reason of willful misconduct, bad faith, gross negligence or reckless disregard for the duties of his/her office or employment. The right to indemnity for expenses shall also apply to the expenses of suits, which are compromised or settled if the court having jurisdiction in the matter shall approve such settlement.
2. A National Director shall not be personally liable for monetary damages for any action taken or for any failure to take action, as a National Director, unless:
 - a. The National Director has breached or failed to perform the duties of his/her office;
 - b. The breach or failure to perform constitutes self-defeating, willful misconduct or recklessness.

These By-Laws shall not apply to the responsibility or liability of a National Director pursuant to any criminal statute or to the liability of a National Director for the payment of taxes pursuant to Local, State or Federal Law. No amendment to or repeal of these By-Laws shall apply to or have any effect on the personal liability for monetary damage of any National Director for, or with respect to, any act or omission of such National Director occurring prior to such amendment or repeal.

3. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to that which such National Director, Officer or employee may be entitled.

ARTICLE X – AMENDMENTS

1. A proposed amendment to these By-Laws may be submitted to the National Board by written petition containing the signatures of at least ten percent (10%) of the eligible voting membership of ASHE, by petition of a Regional/Section Board of Directors or by formal recommendation of the National Constitution and Bylaws Committee. At any meeting of the National Board, a majority being present, the National Board may by a two-thirds vote amend these By-Laws in conformity with the National Constitution, provided that a written notice of such proposed amendment shall have been given to each member of the National Board at least thirty (30) days in advance of the meeting at which action thereon is to be taken.

ARTICLE XI – DISSOLUTION

1. Local Sections may be dissolved by the Board, either by petition from a Section, or for just cause. In the event of dissolution of a Section, the issued Charter to such Section shall be revoked by the National Board.
2. After payment of all such Section's debt, any remaining funds/assets, together with official records/documents including the Charter of the dissolved Section, will be turned over to the Board to be held in trust for three years in the event of reorganization of the Section. If no re-organization of the Section occurs within the three-year time frame, the assets/records will become the property of National ASHE. Sections are not authorized to assume any liability in the name of ASHE National; therefore, ASHE National assumes no responsibility for Section liabilities. No Section shall have the authority to incur debt on behalf of ASHE.
3. At the discretion of the National Board, members of a dissolved Section will be assigned to an active Section or become At-Large Members.



COMMITTEE STATUS REPORT

MEMBERSHIP COMMITTEE

Monitor membership and membership data for ways to increase the membership and improve retention. Ensure that the membership database meets the needs of the users and of the Society. Administer members-at-large. In conjunction with the Student Chapter Committee, monitor student section and membership to assure retention of student members.

Committee Members

E-Mail

Date: 9/4/19

Leigh Lilla, Chair

llilla@nelson-construction.com

Report Period: Fall - Sept

Tom Morisi

Ashenationalsecretary@ashe.pro

John Derr

jderr@GFNET.com

Kevin Duris

Kevin.Duris@trumbullcorp.com

Kirsten Bowen

knbowen@mbakerintl.com

James Barr

james.barr@tylin.com

Meetings held since the previous Quarterly Report

Teleconference 7/8/19 – Discussed shortening of membership application, new protocol for at-large memberships both domestic and international, Bring a Colleague initiative
Teleconference scheduled for 9/9/19 (ahead of next National board meeting)

Motion(s) to be brought before the National Board:

Resolved: N/A

Discussions to be brought before the board

1. Discussion of paring down membership application – additional data now that Houston has established contact with Tom Morisi – fields asked for versus stored in database
- 2.

Activities

Ongoing Business

- **Membership Application:** Discuss information on the application. Discuss use of application. Some Sections are trying to submit groups of members via spreadsheet. Spreadsheets are not uniform.

New Business

- **Dual Memberships:** Discuss process and fee charged for second membership.
- **Reinstatements:** Discuss process and fee charged for reinstatements.

- **Rosters:** Review Sections that are currently working with National to update rosters and how those updates are going.

Budget update

1. **2019-2020 Budget:** **\$0.00**
2. **Spent – List items and \$ spent this quarter**
 - a. **0.00**
3. **Current Budget Balance: \$0.00**
4. **List any Non-Budget Items that should be considered.**
 - a. **N/A**



COMMITTEE STATUS REPORT

NATIONAL CONFERENCE COMMITTEE

Work with conference sponsors to ensure successful annual National Conferences meeting the Society's business requirements and supporting the Society's mission.

Committee Members

Nikki Parris, Chair

Mike Hurtt

Jerry Pitzer

Shirley Stuttler

Brad Winkler

Roger Carriker, Board Liaison

Jim Shea

E-Mail

nicole.parris@atkinsglobal.com

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jerry1368@yahoo.com

sstuttler@hughes.net

Brad.Winkler@wsp.com

Roger.Carriker@wsp.com

JShea@trcsolutions.com

Date: 9/4/19

Report Period: Spring 2019

Meetings held since the previous Quarterly Report

1. Date – 6/25/19 Members in attendance – 9 (includes conference chairs)
2. Date – 7/23/19 Members in attendance – 9 (includes conference chairs)
3. Date – 8/27/19 Members in attendance – 7 (includes conference chairs)

4. Motion(s) to be brought before the National Board:

None

Discussions to be brought before the board

1. N/A

Status of past and future conferences – concerns and progress (Attach individual reports as needed)

2018 – Completed 990, closed bank account and EIN number (correspondence from IRS confirming this was received and submitted to National Treasurer). This conference will not be reported on future reports.

2019 – Working on compiling information for summary spreadsheet as well as the final report. They expect the report to be available next month. They are waiting on a few payments from vendors to finalize their financial report and will be holding their Volunteer Appreciation party this week which will be their last expense. They expect to turn a profit which will be shared with National.

2020 – Their website is live and they are continuing to populate it with information as it becomes available. They have started soliciting sponsors and have already received commitments from 2-3 firms

already. They will be requesting sponsorship from National soon. They are still working on details of exhibitor booth prior to start soliciting for those. They have a contract with hotel, golf course (Lonnie Poole), clay shoot (Drake Landing) and Friday night event (at Junction West). They are still looking at options for the Saturday night event. They have identified several guest tours (several of which are 2-4 hours and some all day) which include places like Duke Gardens, NC State Arboretum, Governor's Mansion, NC History Museum, NC Art Museum, NC National Science Museum and a possible day trip to NC Zoo in Asheboro. They are reviewing options of registration companies other than cvent and preparing a list to send to our committee for feedback. They are also looking at including an all inclusive package price in addition to the usual al-la-carte which will provide a discount if book Friday and Saturday events with normal registration. They have a call for papers out now to start putting together their technical papers. Information regarding this can be found on their website.

2021 – They have finalized their contract with the hotel. In addition, they have spoken with hotel about honoring contract rate beyond cut-off date if the facility is below 85% occupied. This is to get ahead of some of the recent issues conferences have had securing additional hotel rooms after their room blocks have been filled. They have also established a conference email to use in correspondence with vendors and ASHE members. In addition, they are working with local sections in their region who have committed to additional seed money to help them with early deposits. They are also reviewing whether they want to establish an MOU with the sections involved in the conference for distribution of profits. They have also started a preliminary website populated with limited information. They have started looking at registration companies as well and are considering options other than cvent.

2022 – The conference will be held in Columbus, OH. The conference chairs are working towards having a hotel visit in April 2020 to coincide with the National Board meeting. They have narrowed it down to 2-3 hotels. In addition, they have bank account and have received the seed money from National.

Status of committee activities

Guidelines up-to-date – These have been completed and are up on the National Website.

Conference insurance guidelines – This initiative has been taken on by National and will be reviewed during the September meeting

Cloud access – Jim Shea from our committee is going to work on getting this information up this year.

Budget update

1. **2019 - 2020 Budget:** \$800 for travel for NCC
2. **Spent – List items and \$ spent this quarter**
 - a. None
3. **Current Budget Balance:** \$600
4. **List any Non-Budget Items that should be considered – N/A**



National Conference Report – September 3, 2019 (2nd Qtr)

2019 ASHE CONFERENCE

Middle Tennessee Section (Nashville)
Gaylord Opryland Resort & Convention Center
May 8-12, 2019

- Executive Committee
 - Co-Chairs: Angie Duncan, Brad Winkler, and Larry Ridlen
 - Luke Sullivan, Treasurer
 - Eric McElroy, Secretary
- Committees
 - Finance/Registration Luke Sullivan
 - PR/Publicity David Rast
 - Technical Sharon Schutz
 - Program (book) Jon Zirkle
 - Sponsorship Jon Storey
 - Facilities/Logistics Tim Colvett
 - Hosp/Food & Bev. Jeff Shaver
 - Entertainment Alex Carpenter
 - Exhibit/Trade Show Eric Gardner
 - Golf Outing Sammie McCoy
 - Guest Program Melanie Bumpus
 - Transportation Shaun Armstrong
- Post-Conference Preliminary Findings
 - Anticipated Profit - \$35,000
 - \$7,000 in outstanding vendor/sponsor payments could impact bottom line
 - National still owes \$400 for one booth.
- Article in next Scanner.
- Volunteer Party held August 28.
- Final Report to be submitted in October.



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee
Carolina Triangle Section
65 Beacon Hill | Henderson, NC 27537

National Conference Report – September 3, 2019

2020 ASHE NATIONAL CONFERENCE

Venue: Raleigh Convention Center

Host Hotel: Marriott Downtown

Dates: June 3-7, 2020

Conference Co-Chairs: Drew Joyner & Terry Snow

Executive Committee - Confirmed:

- Drew Joyner (AECOM)
- Calvin Leggett (RK&K) - Treasurer
- Terry Snow (Gannett Fleming)
- Charlie Flowe (KCI)
- Missy Pair (NCDOT)
- Todd King (McKim & Creed)
- Tom Goodwin (Gannett Fleming)

Subcommittees – Confirmed:

- | | |
|---------------------------|-------------------|
| • Financial: | Calvin Leggett |
| • Sponsorship/Exhibit: | Brian Lusk |
| • Program: | Doug Taylor |
| • Registration/Reception: | Barbara Benifield |
| • Entertainment: | Missy Pair |
| • PR/Publicity: | Todd King |
| • Golf: | Tim Reid |
| • Transportation: | Josh Hurst |
| • Guest Program: | Liz Phillips |
| • Facilities: | Charlie Flowe |



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

Activities & Accomplishments:

- Refined conference action plan/schedule
- Refined conference agenda (see attached)
- Finalized sponsorship plan/strategy and started soliciting sponsorships. Already received sponsorships for Golf Tournament, Lanyards, and Luncheon Honoring Past Presidents
- Solicited sponsorships
- Signed contracts for Lonnie Poole Golf Course and Drake Landing (Shooting Clays)
- Signed contracts for Friday night event and catering (Junction West)
- Held Planning Committee/Subcommittee Meetings in March, April, May, June, July, and August, 2019
- Submitted a Call for Abstracts to be published in Scanner
- Solicited technical speakers from NCDOT and NCAMPO
- Uploaded planning documentation to ASHE Cloud site
- Revised the DRAFT conference budget after feedback based on Committees feedback
- Selected Accent Reprographics for printing, banners, and golf sponsor signs
- Guest Programs/tours have been identified. They include: Sarah Duke Gardens and Chapel Tour at Duke University, Triangle Glides Segway, The Wine Feed, Raleigh Beer Trail, NC Museum of Art, NC Museum of History and Science, NC Museum of History, Go Ape – Zip Line and Tree Top Adventure, Chatham Hill Winery
- Completed a Financial Report (see attached)
- Promoted ASHE 2020 by:
 - Having an exhibit booth at 2019 ASHE Conference in Nashville
 - Information distributed at MASHTO and SASHTO Annual Conferences

Major Actions for 4th Quarter 2019

- Decide on registration software
- Develop exhibitor package, refine list of potential exhibitors, and solicit exhibitors
- Refine conference budget after feedback from subcommittees
- Refine conference action plan/schedule
- Refine conference agenda
- Finalize Guest Programs
- Finalize Technical Tours and Session Topics
- Select transportation vendor
- Solicit volunteers for registration committee and select guest gift options



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

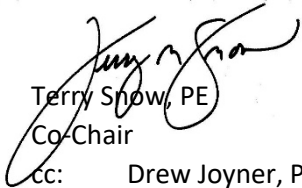
2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

- Schedule and hold bi-weekly Planning Committee/Subcommittee Workshops in 2019

Respectfully submitted,



Terry Snow, PE
Co-Chair

cc: Drew Joyner, PE, Co-Chair
Calvin Leggett, PE, Treasurer
Charlie Flowe, PE



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ATTACHMENTS

Financial Report
Preliminary Budget
Tentative Agenda



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ASHE 2020 National Conference Checking Account						
DATE	DEPOSITS	DEBITS	CHECK NUMBER	BALANCE	NOTES	
2017						
6/8/2017	\$ 20.00			\$ 20.00	from CWL	
7/21/2017		\$ 12.00		\$ 8.00	Service Charge	
8/21/2017		\$ 12.00		\$ (4.00)	Overdraft Service Charge (OSC)	
8/21/2017	\$ 4.00			\$ -	ODP Advance from credit card	
8/23/2017	\$8,000.00			\$8,000.00	check from ASHE National -account balanced 8/31	
9/6/2017		\$ 6.06		\$7,993.94	Harland Clarke checks	
9/21/2017		\$ 12.50		\$7,981.44	Service Charge - account balanced 9/30	
10/3/2017		\$ 4.07	1001	\$7,977.37	BB &T for OSC - acct. balanced 10/31	
11/2/2017		\$7,000.00	1002	\$ 977.37	Convention Center Deposit to City of Raleigh	
11/30/2017				\$ 977.37	account balanced with BB&T	
12/29/2017				\$ 977.37	account balanced with BB&T	
2018						
1/22/2018		\$ 12.00		\$ 965.37	BB&T Service Charge -account balanced 1/31/18	
2/21/2018		\$ 12.00		\$ 953.37	BB&T Service Charge -account balanced 2/28/18	
3/21/2018		\$ 12.00		\$ 941.37	BB&T Service Charge - account balanced 3/30/18	
4/23/2018		\$ 12.00		\$ 929.37	BB&T Service Charge - account balanced 4/30/18	
5/21/2018		\$ 12.00		\$ 917.37	BB&T Service Charge - account balanced 5/31/18	
6/21/2018		\$ 12.00		\$ 905.37	BB&T Service Charge - account balanced 6/30/18	
7/23/2018		\$ 12.00		\$ 893.37	BB&T Service Charge - account balanced 7/31/18	
7/24/2018		\$ 20.00	1003	\$ 873.37	Check to Calvin Leggett - refund for opening loan 6/8/17	
8/21/2018		\$ 12.00		\$ 861.37	BB&T Service Charge - account balanced 8/31/18	
9/21/2018		\$ 12.00		\$ 849.37	BB&T Service Charge - account balanced 9/28/18	
10/22/2018		\$ 12.00		\$ 837.37	BB&T Service Charge	
10/23/2018	\$8,000.00			\$8,837.37	check from Mid-Atlantic Region-account balanced 10/31/18	
11/30/2018				\$8,837.37	Account balanced BS 11/30/18	
12/31/2018				\$8,837.37	Account balanced BS 12/31/18	
2019						
DATE	DEPOSITS	DEBITS	CHECK NUMBER	BALANCE	NOTES	
1/31/2019				\$8,837.37	Account balanced BS 1/31/19	
2/20/2019		\$ 1,200.00	1004	\$7,637.37	2019 Conference Program Ad	
2/28/2019				\$7,637.37	Account balanced BS 2/28/2019	
3/18/2019	\$1,200.00			\$8,837.37	Check from Carolina Triangle for 2019 Conference Ad	
3/29/2019				\$8,837.37	Account balanced BS 3/29/2019	
4/30/2019				\$8,837.37	Account balanced BS 4/30/2019	
4/30/2019		\$1,157.29	1005	\$7,680.08	Check to BB&T Visa for 2019 Conference Booth Items	
5/15/2019	\$5,000.00			\$12,680.08	Advance from Middle Tennessee Section	
6/4/2019		\$583.52	1006	\$12,096.56	Terry Snow for 2019 Conference Booth & Gifts	
7/1/2019		\$2,700.00	1007	\$9,396.56	Lonnie Poole Golf Course Deposit	
7/1/2019		\$500.00	1008	\$8,896.56	Drake's Landing Sporting Clays Deposit	
8/27/2019		\$3,780.00	1009	\$5,116.56	Junction West Friday Night Event Deposit	



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ASHE 2020 NATIONAL CONFERENCE BUDGET (revised 8/2019)

INCOME

National	\$ 8,000
Mid-Atlantic	\$ 8,000
Registration (350 @ \$ 400, 75 @ \$ 150)	\$ 151,250
Trade Show (40 @ \$ 1200)	\$ 48,000
Sponsorships	\$ 100,000
Program Book	\$ 20,000
TOTAL	\$ 335,250

EXPENSES

Advertising	\$ 10,000
Registration/Program Book	\$ 17,500
Hospitality Room	\$ 10,000
Golf/Shooting Outing	\$ 25,000
Ice Breaker	\$ 30,000
Breakfasts & Breaks	\$ 30,000
Transportation	\$ 10,000
Spouses Tours	\$ 5,000
Speakers	\$ 20,000
Technical Tours	\$ 10,000
Past President's Lunch	\$ 20,000
Friday Night Social	\$ 30,000
Friday Night Entertainment	\$ 5,000
Saturday Night Banquet	\$ 30,000
Saturday Night Entertainment	\$ 20,000
National Reimbursement	\$ 8,000
Mid-Atlantic Reimbursement	\$ 8,000
TOTAL	\$ 288,500



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ASHE

NATIONAL CONFERENCE

RALEIGH, NC | JUNE 3 - 7, 2020

Wednesday, June 3, 2020

2:00 PM – 7:00 PM Registration

7:00 PM – 12:00 Midnight Hospitality Suite

Thursday, June 4, 2020

6:00 AM – 7:00 PM Registration

6:00 AM – 7:00 AM Morning Walk/Run

7:00 AM – 5:00 PM Conference Office

7:00 AM – 5:00 PM Golf – Lonnie Poole Golf Course

9:00 AM – 1:00 PM Sporting Clays – Drake Landing

11:00 AM – 2:00 PM Walking Tour

12:00 PM – 6:00 PM Hospitality Suite

12:00 PM – 5:00 PM Exhibition Hall Set Up

6:00 PM – 9:00 PM Welcome Reception/Ice Breaker (Exhibition Hall)

9:00 PM – 12 Midnight Hospitality Suite

Friday, June 5, 2020

6:00 AM – 7:00 AM Morning Walk/Run

7:00 AM – 6:00 PM Registration

7:00 AM – 5:00 PM Conference Office

7:00 AM – 4:45 PM Exhibits Open

7:00 AM – 8:00 AM Breakfast

8:00 AM – 9:30 AM Opening Session

9:30 AM – 10:00 AM Break (Exhibition Hall)

10:00 AM – 4:00 PM Guest Tours

10:00 AM – 11:30 AM Technical Sessions (3 Rooms)

12:00 Noon – 1:30 PM Luncheon Honoring Past National Presidents & Awards

1:30 PM – 1:45 PM Break (Exhibition Hall)

1:45 PM – 2:45 PM Technical Sessions (3 Rooms)

2:45 PM – 3:15 PM Break (Exhibition Hall)

3:15 PM – 4:45 PM Technical Sessions (3 Rooms)

4:45 PM – 6:30 PM Hospitality Suite

6:30 PM – 10:30 PM Event – Junction West

9:30 PM – 1:00 AM Local Bar/Venue – Pub Crawl

10:30 PM – 12:00 Midnight Hospitality Suite

Saturday, June 6, 2020

6:00 AM – 7:00 AM Walk/Run

7:00 AM – 6:00 PM Registration

7:00 AM – 5:00 PM Conference Office

7:00 AM – 8:00 AM Breakfast

8:00 AM – 12:00 Noon Technical Tour

8:00 AM – 9:30 AM Technical Session(s)

9:00 AM – 3:00 PM Guest Tours

9:30 AM – 10:00 AM Break

10:00 AM – 11:30 AM Technical Session(s)

11:30 AM – 1:00 PM Lunch

1:00 AM – 4:30 PM Technical Tour

1:00 PM – 2:30 PM Technical Session(s)

2:30 PM – 6:00 PM Hospitality Suite

6:00 PM – 7:00 PM President's Reception

7:00 PM – 10:30 PM Banquet

10:30 PM – 12:00 Midnight Hospitality Suite

Sunday, June 7, 2020

7:00 AM – 9:00 AM Breakfast

8:00 AM – 12:00 Noon National Board Meeting

9:00 AM – 10:30 AM Conference Debrief



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE



NATIONAL CONFERENCE REPORTS – September 21, 2019*

2021 ASHE CONFERENCE

Delaware Valley, East Penn & North East Penn
John Caperilla, Todd Rousenberger & Richard Cochrane Co-Chairs
Pocono Mountain Region, Pennsylvania

- Received TIN (Tax number) in conjunction with National Treasurer Frank O'Hare
- Bank account established, with seed money from the three sections and National
- Dates selected - June 9 – 13, 2021 (This is a change from previous report)
 - The resort asked to change dates, and made price concessions in return
 - Eliminates a conflict with Father's Day
- Actively soliciting volunteers
- Most committee chairs selected
 - Committee chair kick-off meeting on August 29, 2018
- Site visit set for Sept 28 at 10:00 am
- Web site populated with preliminary information (<http://2021conference.ashe.pro>)
- Agreement executed with Kalahari Resort
- Committee chairs to tour facility March 7, 2019
- **Secured an amendment to our agreement with Kalahari Resort to honor contract rate beyond cut-off date if the facility is below 85% occupancy.**
- **Have started bimonthly committee chair meetings**
- **Registration subcommittee is investigating registration vendors**

*New items in **bold**



2022 ASHE CONFERENCE

9/2/2019

Central Ohio Section

Date TBD, 2022

Emily Preston & Aaron Call Co-Chairs

Activities to Note Since last Report:

- No previous report provided. 9/2/2019 will be the 2022 National Conference's first reporting on conference activity.
- Central Ohio Section was notified on 1/11/2019 that our Section was selected to host the 2022 ASHE National Conference.
- 2/26/2019 the Central Section began participating on monthly National Conference calls coordinated by National.
- 4/11/2019 Emily Preston and Aaron Call hosted the 2022 National Conference Kickoff meeting with all Committee Chairs.
- 2/21/2019 Central Ohio Section obtained EIN.
- 6/19/2019 Central Ohio Section requested \$8,000 advance from National to begin conference planning activities.

Next Items to Note on the Horizon:

- Finalize list of members who are interested in volunteering in conference efforts and host a meeting and greet lunch event.
- Coordinate with Experience Columbus that Columbus has been selected to host the 2022 Conference. They may be able to provide recommendations on accommodations or assistance on soliciting vendors and a host hotel.
- Work with National Board on dates and host hotel options.
- Work with Jim Shea on developing a fundraising strategy that could be implemented prior to the conference at OTEC. Similar to Cleveland's efforts leading up to 2018 Conference.
- Develop Action Plan
- Start developing preliminary conference budget
- Start developing conference logo.

Attachment

None



COMMITTEE QUARTERLY REPORT

NEW SECTIONS COMMITTEE

Committee Members

Sam Mody, Chair

Brian O'Connor, Co-Chair

Mark Kinnee, Board Liaison

Ahmed Valdez, Member

Christopher Wickham, Member

E-Mail

smody@keller-engineers.com

brian.oconnor@jacobs.com

makinee@urbanengineers.com

avaldez@akvce.com

chris.wickham@volkert.com

Date 9/5/2019

Motions or Discussions to be brought before the National Board (September 20-21, 2019)

1. None

Meetings held since the previous Quarterly Report (VIA Phone)

1. Date – 6/24, 7/10, 8/2, 8/13 2019 SASHTO Coordination Meetings

Established Meeting Dates already set before the next Quarterly Report

1. Date: Week of 9/9 – Alabama and South Carolina Section calls
2. Date: Week of 9/9 – New Sections Committee conference call
3. Date: Week of 9/16 – Mississippi and New Mexico Section calls

Current activities started or underway to identify, promote and support the New Sections endeavors.

Alabama – Champion, Rex Bush, former Alabama DOT (ALDOT) Senior Executive

- Spoke with Rex and Ashley Ann Adams at SASHTO about next steps, core group, etc. Met three additional potential core members – Clay McBrien, Allison Green, and Ron Gant.
- The NS committee will hold a call with the individuals above the week of 9/9/19. Will include Scott Jordan and Jason Hewatt on the call.
- SASHTO 2020 will be held in Mobile, AL.

Mississippi – prospective Champion, Brian Smith

- The NS Committee followed Brian Smith the week of 5/6/19. Scheduled a conference call to determine if we still are moving forward with a section here.

South Carolina – Champion, TBD

- Spoke with Susie Bender and Brittany Williams at SASHTO about next steps, core group, etc. Met seven additional potential core members (See SASHTO summary)

- The NS committee will hold a call with the individuals above the week of 9/9/19. Will include Scott Jordan and Jason Hewatt on the call.

New Mexico – Champion, Lawrence Lopez (NMDOT)

- Lawrence was on vacation in Atlanta in July and reached out to Scott Jordan about establishing a New Mexico Section. Several members of the Georgia Section met with Lawrence 7/3 and provided “About ASHE” materials to him.
- Scott Jordan had a follow up call with Lawrence 8/8 to answer additional questions about the benefits of ASHE for DOT members.
- Mike Hurtt is planning to meet with Lawrence 9/16 when he is in Phoenix. Will follow up once this meeting has taken place.

Austin, TX – Champion, Christopher Wickman

- Bi-weekly or monthly check-in calls have been conducted on Monday afternoons with Chris and his core group during the months of July and August. We are moving to schedule 90-minute monthly calls from September forward to allow the group adequate time to progress on their action items.
- The Austin core group has grown to 14 members including the 1st year officers and directors.
- Here is the list of prospective officers and directors for the new Austin Section:
 - Christopher Wickham – President
 - 1st VP – TBD
 - 2nd VP – Stroud Evans
 - Secretary - Robert Scullion
 - Treasurer - Dean El-Baz
 - Director 1 - Michelle Dippel; Director 2 – TBD; Director 3 – TBD
- The Austin core group is progressing the following activities before our next scheduled call:
 - Planning a happy hour to promote this endeavor and attract prospective members.
 - Establishing a “typical” program of events which will work in the Austin marketplace:
 - Jan/July = Social
 - Feb/Aug = Technical
 - March/Sept = Featured Project(s)
 - April/Oct = Technical
 - May/Nov = Social
 - June/Dec = Off
 - Finalize the Section name.
 - Identify bank that will be accessible to Treasurer and 2nd signatory.
 - Continue to explore collaborative ways to promote an introductory event in unison with the DFW and Houston Sections.
- Introduce Chris, Robert and Dean to the National Secretary and Treasurer on a future conference call.

San Diego, CA – Champion, Nathan Chapman for West Coast Region (transplant from Carolina Triangle Section)

- No new activity to report. It has been difficult to connect with our Champion this past quarter but we will see if Nathan can join our committee call next week.

Hartford, CT – Champion, Ryan Thompson, public sector employee

- No new activity to report.
- Mark K. is still looking for additional volunteers to provide support this endeavor.
- The DOT is located in Rocky Hill, CT.

Other activities.

Dallas Fort-Worth Section – Section President, Markus Neubauer

- The DFW Board of Directors has expanded to 11 members total (5 officers plus 6 Directors). The officers for the coming year are:
 - President: Markus Neubauer
 - 1st VP: Laura Weber
 - 2nd VP: Siva Pathivada
 - Secretary: Kim Macy
 - Treasurer: Hossein Hosseiny
- They have continued their resurgence to 43 members to-date.
- The Section is actively hosting monthly general member lunch meetings (6 so far in 2019) with a turnout of 50 +/- at each event.
- The Section has published a “calendar of events” for a 3-month look ahead so members can pencil in the dates in advance of the meetings.
- The Section has launched two new committees:
 - Membership + Media – focused on promoting/building membership, exploring options for improving and updating website to be more user friendly, increasing awareness of organization and events through social media platforms i.e. LinkedIn, Facebook, etc.
 - Sponsorship + Events – focused on promoting firms to sponsor events/annual sponsors at a variety of levels, trying new ideas to help provide our members with new information and increased engagement (i.e. interviewing guest speakers of events to promote them and their organization), planned networking events beyond just the monthly member lunches.
- Please refer to the DFW Section report for more details about their activities.

Houston Section – Ahmed Valdez

- The Section has hosted quality presentations in 2019 which were well received by their membership.
- The Section Secretary has participated on our conference calls held with the Austin group.
- Please refer to the Section report for more details about their activities.

Regional Initiatives –

- Please refer to the summary report prepared by Kirsten Bowen following the MASHTO conference.
- Follow up with contacts in the Midwest from the SASHTO conference.

Budget update

1. **2018 – 2019 Budget:** \$8,900.00
2. **Spent – List items and \$ spent this quarter:**
 - a. \$2,599.75 – Exhibiting at National Conferences
 - b. \$1,659.12 – Expenses related to 2019 SASHTO Conference
3. **Current Budget Balance:**
 - a. \$4,641.13 (confirmed balance with National Treasurer as of 9-5-19)
4. **List any Non-Budget Items that should be considered in the 2018 – 2019 budget:**
 - a. N/A

Note: Email this form in a Word format to Nancy Morisi nmorisi@ashe.pro.



COMMITTEE STATUS REPORT

NOMINATING COMMITTEE

Ensure a slate of qualified officers is presented to the National Board and the membership each year in accordance with the By-Laws. Solicit, evaluate, and select individuals for honorary awards in accordance with appropriate guidelines. Administer the award process.

Committee Members

Richard Cochrane, Chair
Charlie Flowe
Larry Ridlen
Dave Greenwood
Tom Morisi

E-Mail

RCochrane@McTish.com
CFlowe@ashe.pro
leridlen@comcast.net / Larry.Ridlen@wsp.com
greenwoodda@cdmsmith.com
ASHENationalSecretary@ashe.pro

Date: September 21, 2019

Reporting Period: Summer, 2019

Meetings held since the previous Quarterly Report

1. Date - July 17, 2019 Members in attendance - All

Motion(s) to be brought before the National Board:

Resolved: None

Discussions to be brought before the board

1. None
- 2.

Activities

Status - Nomination of directors and officers - Solicitation letter sent to Regions August 6, 2019

Status - Nomination of honorary award winners - Letter to be sent by September 30, 2019

Budget update

1. 2018 - 2019 Budget: \$2,500
2. Spent – List items and \$ spent this quarter
 - a. None
3. Current Budget Balance: \$2,500
4. List any Non-Budget Items that should be considered.
 - a. None



COMMITTEE STATUS REPORT

OPERATIONS & OVERSIGHT COMMITTEE

Monitor national, section and region operations to ensure a unified society and ensure that ASHE is operating in accordance with Constitution and Bylaws and guidelines. Assist Sections when needed or as directed by the National Board. Encourage director travel and monitor travel costs. Manage Project of the Year program.

Committee Members

Stan Harris, Chair

Mark Kinnee

Leigh Lilla

David Greenwood

Alice Hammond

Michael Hurtt (Pres.)

E-Mail

stan.harris@stantec.com

Date: 9/5/19

Report Period: 5/1/19-9/5/19

Meetings held since the previous Quarterly Report

1. 9/5/19 (Harris, Lilla, Kinnee)

Motion(s) to be brought before the National Board:

None

Discussions to be brought before the board

None

Activities

Status - Coordinate Section training related to procedures that ensure adherence to Constitution and Bylaws and good accounting and recordkeeping principles.

Since last meeting:

- Updated presentation and scheduled for 9/24 and 9/25.

Status - Review Resource Center and work with Technology Committee to keep documents current.

Since last meeting, the committee has reviewed and/or updated D9 Region Operating Manual, D12 Installation of Officers, D18 Section Committee Responsibilities, and D38 National Projects of the Year

Status – Project of the Year program, including publicity – See POY sub-committee report.

Budget update

1. **2019 - 2020 Budget: \$5,000**
2. **Spent – List items and \$ spent this quarter**
 - a.
3. **Current Budget Balance: \$5,000.00**
4. **List any Non-Budget Items that should be considered.**
 - a.



COMMITTEE STATUS REPORT

RESOURCE CENTER SUB-COMMITTEE

Maintain a resource center as an up-to-date repository of Society information, guidelines, and policies for membership and leadership.

Committee Members

Shirley Stuttler, Chair

Sandy Ivory

Tom Morisi

Scott Jordan

E-Mail

sstuttler@hughes.net

Date: 9-20-19

Report Period: Fall

Meetings held since the previous Quarterly Report

1. No meeting held since September 2018.
2. **Motion(s) to be brought before the National Board:**

Resolved: None

Discussions to be brought before the board: None

Status of action items

1. None at this time.

Budget update

1. **2018 - 2019 Budget:** \$0.00
2. **Spent – List items and \$0 spent this quarter**
3. **Current Budget Balance:**
4. **List any Non-Budget Items that should be considered.**



COMMITTEE STATUS REPORT

SOCIETY HISTORY SUB-COMMITTEE

Record all ASHE Section, Region and National activities for posterity.

Committee Members

Shirley Stuttler, Chair

Sandy Ivory

Stephen Lester

Scott Jordan

Charlie Flowe

E-Mail

sstuttler@hughes.net

Date: 9-20-2019

Report Period: Fall

Meetings held since the previous Quarterly Report

1. No official meeting was held. Only discussions between Sandy Ivory and Tammy Farrell, graphic designer for history book.

Motion(s) to be brought before the National Board:

1. A determination on how many hard copies are to be printed should be made. At this time there is not an estimate from the printer due to not knowing the exact page count. The ASHE Board direction was to print the entire ASHE history for 60 years, including the last 10 years (up to and including 2017-2018)) in one book and to have a digital copy for the website.

A suggestion for your consideration – have enough hard copies printed for each Region and each Section to have one hard copy, plus extras for future Sections and for National's use.

As soon as we have a more definite page count, we will get an estimate for the ASHE National Board. The estimate will be for several alternative so the Board has an idea of potential cost for the project

Discussions to be brought before the board

1. Proofing of articles continue. Special consideration is given to all information while keeping an eye on the accumulated number of papers. Spiral binding does have a page limit to ensure durability.
2. The format regarding Regions/Sections will carry the page in the original 50th history describing the Regions and Sections listing from 2008. Then a second page will list the current Regions and Sections, including a history explaining the changes. The Section histories, in their current Region listings, will follow.
3. The benefits of the history book expense, whether printed or in digital form, is justified for the following reasons:
 - Document for ASHE archives

- History document as a Marketing tool - establishes foundation, activity and reputation of the organization
- 4. Possible considerations if funds are an issue
- Only do digital history for website for the 60th, 70th, 80th, and 90th years and a digital hard copy printing for the 100th year or
- Only do digital history for the 60th and 70th year and a digital and hard copy printing for the 75th year
- 5. Two Sections (East Penn and North East Penn) failed to submit their history updates since 2017.

Status of action items

1. Next conference call will be held prior to the National Board Meeting in January.

Budget update

1. **2018 - 2019 Budget: \$4,000**
2. **Spent – List items and \$0 spent this quarter**
3. **Current Budget Balance: \$4,000**
4. **List any Non-Budget Items that should be considered.**



COMMITTEE QUARTERLY REPORT

NATIONAL PROJECT AWARD SUBCOMMITTEE

Committee Members

Joe Rikk - Chair
Bob Hochevar
Jerry Pitzer
Scott Jordan
Stan Harris – (Board Liaison)

Date

9/4/2019

Quarterly Report Period

Fall - September / October

Motions or Discussions to be brought before the National Board

1. None

Meetings held since the previous Quarterly Report

1. None
2. E-mail correspondence regarding the ASHE Resource Center Update relative to the National Project of the Year Program

Other Activities/Notes:

- Updated National Website with 2020 National Project of the Year Information including submission requirements, entry form, and flyer.

Established Meeting Dates already set before the next Quarterly Report

There are no scheduled meetings at this time.

1. 2020 National Project of the Year Kick-off Meeting
Date: [Click here to enter a date.](#) Time ← TBD

2019 – 2020 Goals with Action Taken to meet those goals

Goal #1 *Develop National Project of the Year "Program" Guidelines (i.e. Instruction Manual)*

Action (Provide what has been accomplished on this goal)

- a. Committee Member Pitzer volunteered to prepare draft manual
- b. Committee Member Rikk to provide various documents to Pitzer to be used as "samples" ← Pending

Goal #2 *Identify Improvements to NPA program*

Action Improvements will be identified during the post-2019 National Conference debrief

Stretch Goal *Develop independent award program (i.e. separate from the Luncheon honoring Past Presidents)*

Action (Provide what has been accomplished on this goal)

Budget update:

1. 2018 – 2019 Expenditures:

Approved Budget		\$2,500.00
Expenses	Date of Expense	
Award purchase	4/22/2019	\$895.50
Conference Attendance	5/10/2019	\$781.42
Expenses Total		\$1676.92
Balance		\$823.08

2. 2019-2020 Budget

Approved Budget		\$2,500.00
Expenses	Date of Expense	
Award purchase		
Conference Attendance		
Expenses Total		
Balance		\$2,500.00

3. List any Non-Budget Items that should be considered in the 2020 – 2021 budget: None

Discussion Items within the Committee

1. Begin developing a guiding document for the NPA program
2. Long-term goal to have a program dedicated solely to awards.

Note: Email this form in a Word format to Shirley Stuttler ssuttler@hughes.net



COMMITTEE STATUS REPORT

OUTREACH COMMITTEE

Support and coordinate various outreach activities and committees to ensure public and engineering-community awareness of the Society. Unify the ASHE brand and external appearance in all internal and external aspects. Promote growth of the Society, both in existing sections and new sections.

Committee Members

E-Mail

Date: Sept 6,th 2019

Report Period:

1st QTR 2019-2020

Bronzo, Chair

Harris

Moody

Schumacher

Cochrane

Fortuna

Pitzer

O'Connor

Kinnee

NACE Representative – Ted Hubbard

NAWIC Representative – Leigh Lilla

IECA Representative – Vacant

ASCET Representative – Mollie Gosnell

Meetings held since the previous Quarterly Report

1. WEB EX meeting May 22th 2019,
2. WEB EX meeting July 31, 2019
3. Web EX meeting- ASHE Booth at ASCET Expo In November 2019, **On going Planning**

Motion(s) to be brought before the National Board:

Discussions to be brought before the board

Regional effort for the ASCET Expo Booth Attendance- Budget in New Section, PR, and Partnership

Activities involving coordination

ASCET EXPO-Outreach, PR, Partnership, New sections, Executive

Budget update: (Note combination of partnership and outreach committee budgets.)

1. **2019 - 2020 Budget:** \$4,000.00 Partnership
 2019-2020 Budget **\$6,000.00 exposure**
2. **Spent –**
3. **Current Budget Balance: \$10,000.00**
4. **List any Non-Budget Items that should be considered.**



COMMITTEE STATUS REPORT

PROFESSIONAL DEVELOPMENT COMMITTEE

Support ASHE Regions and Sections through the Professional Development Certification Program as they seek to provide the maximum opportunity for professional development and growth for their members.

Committee Members

E-mail

Period End Date: September 4, 2019

Report Period: April – August 2019

Matheu Carter, Chair	matheu@udel.edu
Roger Carriker, National Board Liaison	Roger.Carriker@wsp.com
Frank Bronzo	fbronzo@envdesigngroup.com
Kathryn Power	kpower@pa.gov
Erin Collins	ecollins@wallacemontgomery.com
Eugene Cipriani	eugene.cipriani@aecom.com
Rob Snowden	rsnowden@urbanengineers.com

Meetings held since the previous Periodic Report:

- | | |
|---------------------|--|
| 1. Date: 05/02/2019 | Members in attendance: Power, Carriker, Carter |
| 2. Date: 06/06/2019 | Members in attendance: [Notes Misplaced] |

Planned Meetings:

- | | |
|---------------------|------------|
| 1. Date: 11/07/2019 | Noon WebEx |
| 2. Date: 12/05/2019 | Noon WebEx |

Motion(s) to be brought before the National Board:

Resolved: None at this time.

Discussions to be brought before the National Board:

1. None, currently.

Status of Action Items:

1. Maintain appropriate records to ensure that ASHE programs and sessions meet the requirements for professional certification in the various states. Ensure that sections likewise maintain records appropriate for their states. Review Section and/or Region data on PDH issuance and summarize to the National Board:
 - a. Thirty-four (34) Sections responded for calendar year 2018. Twenty-seven (27) Sections reported issuances of PDHs and seven (7) responded that no PDHs were issued using ASHE's name or logos. 11,265 contact hours were reported for 2018, an increase from 2017. This number (11,265) should be provided/updated on the ASHE "Year in Review" sheet.
 - b. If a conservative value of \$50/PDH is used, this represents \$563,250 of value produced to membership in 2018.

- c. The partial year of 2016 yielded 4,736 contact hours and 2017 yielded 10,765. The total through calendar year 2018 is thus 26,766 contact hours. Similarly, this overall total could be conservatively valued at \$1,338,300 during the 2½ year lifetime of the program.
 - d. Data collection for calendar year 2019 will begin with notices at the end of November.
- 2. Develop and maintain policy documents to provide guidance to Sections with respect to professional development:
 - a. With two full years having been completed, the Committee is better situated to evaluate how Sections are providing continuing education and the adequacy of their record keeping and compliance with the Professional Development Certification Program.
 - b. Committee will continue to solicit/advocate that Sections, Regions, and the National Board of Directors monitor local licensing board rules and regulations that may have an effect on the ASHE guidelines for future edits/updates. The National Board of Directors can be an effective tool for conveyance of this information as well.

Budget update:

- 1. 2019 - 2020 Budget: \$0 (Note: Florida fees due next in April 2021)
- 2. Spent – List items and \$ spent this quarter
 - a. \$0
- 3. Current Budget Balance: \$0
- 4. List any Non-Budget Items that should be considered.
 - a. None at this time.



COMMITTEE STATUS REPORT

PUBLIC RELATIONS COMMITTEE

Committee Members

E-Mail

Date: 9/2/19

Report Period: September 2019

Amanda Schumacher, Chair - arcschumacher@borton-lawson.com

Jennifer Hendricks – CCJM - jhendricks@ccjm.com

Kathy Johnson – TRC Companies - KGJohnson@trccompanies.com

Tammi Nagucki –Environmental Design Group - tnagucki@envdesigngroup.com

Jason Hewatt – Forterra - Jason.Hewatt@forterrabp.com

Jen Newman – Zweig Group - jnewman@zweiggroup.com

Donato Di Zuzio (Board Liaison) - DDizuzio@tandmassociates.com

Promote ASHE. Monitor branding of ASHE. Publicize ASHE to transportation community. Serve as a source of information to other committees, Regions, and Sections on logo use and branding ideas. Manage distribution of literature to help expand ASHE presence and visibility. In coordination with Partnership Committee, coordinate ASHE booth utilization. Oversee ASHE Store vendor and materials made available. Manage ASHE Inside Lane electronic newsletter content and advertising revenue. Manage social media sites.

Meetings held since the previous Quarterly Report

1. 8.28.19

Motion(s) to be brought before the National Board:

Resolved:

Discussions to be brought before the board

Activities (cumulative report):

- a. New Members - Kathy Johnson – TRC & Jen Newman – Zweig Group
 - i. Jen Newman also distributed a press release via Zweig White = more exposure for ASHE
- b. ASHE Booth
 1. MAASTO August 12-14
 2. SASHTO August 17-20
 - a. Issue with booth shipment – went alternative route with poster, ordering another booth as backup
 3. ASCET November 7-9
- c. Logo & Message
 - i. Relayed website comments per committee meeting to Dick Cochrane
 1. Increase the text size of the top blue banner text links to make it easier to find the ASHE store

2. Update my email to be my Borton Lawson email – aschumacher@borton-lawson.com
 3. Member follow up process after someone applies online
 - a. something that informs the new member as to what the next steps are or how to follow up with local sections?
 4. Move the map onto the 'become a member' page to have potential members see where they fit in
- ii. Continuing to promote at conferences and on social media
- d. Section/Region Coordination
- i. Organizing PR Committee to appoint leaders per section – each member would have 7-8 Sections to coordinate with on:
 1. Social Media needs/sharing
 2. PR questions & booth needs
 3. General PR guidance/raising profile of section nationally
 - ii. Convert photo link to google docs and launch section/region coordination effort
 1. Organize folders by Section
 2. Training for Sections on how to upload
 3. Quarterly requests for information – add into Nancy's correspondence to eliminate too many emails
- e. Social Media Campaign
- i. Gaining momentum with more local Section/activities sharing
 1. Developing vignette campaign to highlight new and existing members and Sections
 - a. Would work under PR leader to procure information and develop – build a backlog of information to share easily
 - ii. GOAL: Create more shareable content
 1. Bring a colleague, make a friend campaign – shared
 - a. 652 impressions ; 20 likes on LinkedIn
 - b. 11 engagements ; 64 people reached on Facebook
 - c. 2 retweets ; 2 likes on Twitter
 - i. Reminders will be programmed into schedule
 2. Share Community Involvement
 3. Use Scanner Articles
 4. Like/Share Client Information (i.e. DOT's)

- iii. ENR – Aileen Cho
 - 1. Aileen has not responded as of last request to discuss option – will continue to try
- iv. Social media report (+ = increase from May 2019)
 - 1. LinkedIn: 325 followers
 - a. + 101 followers
 - 2. Twitter: 142 followers
 - a. +17 followers
 - 3. Facebook: 87 likes | 94 follows
 - a. +21 likes
 - b. +21 follows
 - 4. Instagram: 3 followers
 - a. +3 followers
- f. Committee Collaborations
 - i. Operations and Oversight
 - 1. Social Media Training added into Section Training Program (Jen Newman leading)
 - ii. Partnerships
 - 1. ASCET conference in November – Amanda joining calls
 - iii. New Sections
 - 1. Graphic update to ‘toolbox’ document to make it easier to read – still in progress
- g. ASHE Store
 - i. ACTION: Creating an e-blast to notify sections/membership – still to be done
- h. National Conferences
 - i. Raleigh 2020
 - 1. Logo approved
 - 2. No additional needs at this time
 - ii. Poconos 2021
 - 1. Theme approved – logo in the works
- i. Multi-Briefs – ASHE Inside lane, contract renews in April
 - i. Article review happening consistently (weekly)

Budget update

- 1. **2019 - 2020 Budget: \$4,400**
- 2. **Spent – List items and \$ spent this quarter**
 - a. **\$56.17 – June Adobe Suite**
 - b. **\$56.17 - July Adobe Suite**
 - c. **\$56.17 – August Adobe Suite**
- 3. **Current Budget Balance: \$4,231.49**
- 4. **List any Non-Budget Items that should be considered.**



COMMITTEE STATUS REPORT

scanner COMMITTEE

Administer the publication of the scanner, ensuring that it represents ASHE in a positive, professional, cost-effective manner.

Report Period: Spring 2018

Committee Members:

Anis Shaikh, Chair
Tammy Farrel, Editor
Don Dizuzio
Sandra Ivory
Kathryn Power
Levi Littler

E-Mail:

ashaikh@hntb.com
tntsince87@comcast.net
DDizuzio@tandmassociates.com
sandyivory@yahoo.com
kathrynpower@live.com
levi.littler@woodplc.com

Date:

08/28/2019

Meetings held since the previous Quarterly Report

1. None All communication is handled via email/phone conference

Motion(s) to be brought before the National Board:

1. None

Discussions to be brought before the board

1. None

Status of activities

1. Work to ensure adequate advertiser revenue and work on developing a mechanism to increase advertising revenue. **See attached list of advertisers and amounts.**
2. Received articles from the following sections for Fall 2019
 - A. Great Lakes Region
 - i. Derby City – Newport’s New Multi-Modal Corridor
 - ii. Lake Erie – Lakefront West
 - iii. Trico Valley – South Hamilton Railroad Crossing (SHX)
 - B. Presidents Message
 - C. Bring a Friend message
 - D. Social Media message

Budget update

1. 2018 - 2019 Budget: **\$61,700.00**
2. Spent

INVOICES	Period	Invoice #	Date	Amount
Printed	Summer 2019	5008	07/10/19	\$ 5,718.05
	Fall 2019	N/A		
	Winter 2020	N/A		
	Spring 2020	N/A		
Printed Expenses:				\$ 5,718.05
Electronic	Summer 2019	5009	07/10/19	\$ 429.60
	Fall 2019	N/A		
	Winter 2020	N/A		
	Spring 2020	N/A		
Digital Expenses:				\$ 429.60
Committee Travel				

Total Invoices: \$ 6,147.65

3. Income (See attached sheet of list of advertisers for the current quarter)

	Period	Invoice #	Date	Amount
Advertisers	Summer 2019	N/A	07/10/19	\$ 8,450.00
	Fall 2019	N/A		
	Winter 2020	N/A		
	Spring 2020	N/A		

Total Income: \$ 8,450.00**Target Income Amount: \$ 26,000.00****Amount Over/Under Target Income Budget: \$ 17,550.00**

4. Current net Budget Balance:
\$64,002.35
5. List any Non-Budget Items that should be considered.
 - a. N/A

Advertiser Name	Date Rec'd	Check Number	Amount	
AECOM	4/6/2019 05/23/19 7/6/19	30402254, -7612, -9870	1200	
ARORA and Associates				
ASHE Altoona Section/Builder's Club				
ASHE North East Penn				
BEG Group, LLC				
Borton Lawson Engineering				
Buchart-Horn, Inc.	5/13/19	217349	400.00	
Burns Engineering, Inc.				
CHA Consulting, Inc				
Dewberry	5/17/19	2060326	600.00	
Gannett Flemming Companies	4/18/2019 07/01/19	295989 VISA	2000	
Gibson-Thomas Engineering Co				
HDR Inc				
Hill & Smith, Inc.				
Johnson, Mirmiran & Thompson, Inc,	5/2/2019 6/13/19	118120 118903	800	
Larson Design Group				
McMahon Associates, Inc	5/3/2019 / 5/13/19	998/999	1300	
Michael Baker Corporation				
Naik Consulting Group, PC				
O.R. Colan Associates				
WSP				
Sci-Tek Consultants, Inc.				
Stahl Shearer Engineering, LLC.				
Sucevic, Piccolomini & Kuchar Engineering				
Traffic Planning & Design				
The Markosky Engineering Group, Inc.				
TYLIN International				
Urban Engineers	4/5/19	661/667	800	
Whitman, Requardt & Associates, LLP				
Whitney, Bailey, Cox & Magnani LLC	4/5/2019 5/2/19	82926 83250	800.00	
Wichert Insurance	5/4/19	4447	550.00	
Total			8450	



COMMITTEE STATUS REPORT

STRATEGIC PLAN COMMITTEE

Work with the National Board to keep the current Strategic Plan up-to-date. Review and develop a new strategic plan every three years. Monitor implementation of the Strategic Plan.

Date: Period: September 2, 2019

Committee Members

E-Mail

Phone:

Gerald J Pitzer, Chair

jerry1368@yahoo.com

Kathryn Power (Pittsburgh)

kpowers@pa.gov

412-608-2662

Mark Kinnee (Delaware Valley)

markkinnee@urbanengineers.com

215-284-3124

Jen Hawkins (Northeast Florida)

HawkinsJL@pondco.com

904-396-3556

Scott Kroper (Northeast Florida)

scott.kroper@rsandh.com

???

Meetings held since the previous Quarterly Report:

1. none
- 2.

Motion(s) to be brought before the National Board:

Resolved: None

Discussions to be brought before the board:

1. None for this meeting of the Board.
- 2.

Activities:

"Monitor society activities with respect to current plan - ongoing"

"Develop an implementation matrix to assign activities, set measurable goals and track progress of the strategic plan implementation."

Budget update:

- 1 . 2019 - 2020 Budget: \$0
- 2 . Spent – List items and \$ spent this quarter
 - a.
- 3 . Current Budget Balance: \$0
- 4 . List any Non-Budget Items that should be considered.
 - a.



COMMITTEE STATUS REPORT

STUDENT CHAPTER COMMITTEE

Promote formation and continued support of student chapters and provide assistance to Sections hosting student chapters.

Committee Members

E-mail

Period End Date: September 4, 2019

Report Period: April - August 2019

Matheu Carter, Chair	matheu@udel.edu
Roger Carriker, National Board Liaison	Roger.Carriker@wsp.com
Frank Bronzo	fbronzo@envdesigngroup.com
Kathryn Power	kpower@pa.gov
Erin Collins	ecollins@wallacemontgomery.com
Eugene Cipriani	eugene.cipriani@aecom.com
John Caperilla	JCaperilla@borton-lawson.com
Aaron Muck	Aaron.Muck@terracon.com
Carrie Strehle	cstrehle@promatechinc.com
Richard Grubb	rgrubb@rgaincorporated.com

Meetings held since the previous Periodic Report:

1. Date: 05/09/2019 Members in attendance: Cipriani, Carter
2. Date: 06/13/2019 Members in attendance: Strehle, Power, Cipriani, Muck, Carriker, Carter
3. Date: 07/11/2019 Members in attendance: Caperilla, Cipriani, Carriker, Carter
4. Date: 08/08/2019 Members in attendance: Strehle, Power, Cipriani, Caperilla, Muck, Carter, Javuan Linton (Mercer County Community College, guest)

Planned Meetings:

1. Date: 09/12/2019 Noon WebEx
2. Date: 10/10/2019 Noon WebEx
3. Date: 11/14/2019 Noon WebEx
4. Date: 12/12/2019 Noon WebEx

Motion(s) to be brought before the National Board:

Resolved: None at this time.

Discussions to be brought before the National Board:

1. None at this time.

Status of Action Items:

1. Identify and provide status of existing student chapters:
 - a. The Committee initiated an update in Fall 2018
 - b. The survey was closed out April 1, 2019; thirty-two (32) Sections responded and the information was both interesting and encouraging. A PDF of the compilation was distributed previously.
 - c. The responding Sections revealed considerable new information on student involvement of numerous kinds, including several robust student chapters of which the Committee was not previously aware.

- d. Carrie Strehle prepared the graphic below that illustrates the breadth of student chapter activity.



2. Student Chapter Conference:
 - a. ASHE@UD, the Student Chapter at the University of Delaware, hosted the first of these on September 30, 2017 and it was considered successful, with fourteen students from six universities as well as eight professional members.
 - b. The Widener University Student Chapter hosted the second conference on October 6, 2018 and it too was viewed as successful. Eleven students attended from five institutions (Widener University, Rowan University, Mercer County Community College, University of Delaware, and Rutgers University) and thirteen professionals attended, representing Delaware Valley, Chesapeake, First State, North Penn, Southern New Jersey, and NY Metro Sections. There was some confusion at sign in and we believe the actual attendance was just over 30.
 - c. The third annual conference is planned for October 12, 2019 at Mercer County Community College.
 - i. A flyer is attached and the registration link is https://delaware.ca1.qualtrics.com/jfe/form/SV_1AiWTAUXdzNUZtH.
 - d. Please convey this information to the Regions and Sections so they can consider attending.
 - i. In doing so, bear in mind that in the first two years, attendees have traveled in excess of six hours by car, so please do not presume whether certain Section personnel or students will be interested – you never know.
3. Track student membership, either within or outside existing database:
 - a. This information is part of the recently completed survey.
 - b. Will continue to coordinate with the membership committee on identifying various means of capturing students after graduation and attempt to “connect” them with a local Section where they get jobs. Ongoing effort.
4. Update Best Practices for Developing and Sustaining Student Chapters:
 - a. The first edition of these best practices was published February 17, 2016.

- b. The second edition was published August 30, 2018 to the website under Information and Downloads - <http://ashe.pro/downloads.html>. The updated guidelines were promoted to Sections and Regions in September 2018.
- 5. ASHE logo table cloth/skirt program implementation:
 - a. Twelve table skirts were ordered at a cost of \$1,381.22 (~\$115.10 each).
 - b. The Committee has developed criteria for when these would be issued to a student chapter (bylaws, sustainability, etc.).
 - c. The table skirt debuted at the Student Chapter Conference at Widener University, October 6, 2018.
 - d. One skirt has been distributed to the student chapter at University of Delaware. Further distribution to qualifying student chapters is expected as they apply. The committee continues to advocate the National Board members to publicize the availability of this tablecloth to their Regions and Sections.

Budget update:

- 1. 2019 - 2020 Budget: \$1,000 (\$1,000 for student chapter conference)
- 2. Spent – List items and \$ spent this quarter
 - a. \$0
- 3. Current Budget Balance: \$1,000.00
- 4. List any Non-Budget Items that should be considered.
 - a. None, currently.



COMMITTEE STATUS REPORT

TECHNOLOGY COMMITTEE

Ensure that information technology (IT) is used appropriately for ASHE.

Committee Members

Mindy Sanders, Chair
Scott Jordan, Board Liason
Dick Cochrane, Technology & Cloud
Jacob Morisi, WebHost
Craig Rock, Webmaster
Frank Bronzo, Member
Rhys Keller, Regional Rep (Mid-Atlantic)
Mike Sewell, Regional Rep (Great Lakes)
John Caperilla, Cloud
Diane Purdy, Cloud

E-Mail

mhsanders@pontengineering.com
sjordan@seengineering.com
rcochrane@mctish.com
jmorisi@jmserversolutions.com
carock83@gmail.com

Date: 9/2/19

Report Period:
Fall 2019

Meetings held since the previous Quarterly Report

1. Email Coordination As Needed

Motion(s) to be brought before the National Board:

New Business: None

Discussions to be brought before the board

1. None

Status of action items:

Website/Hosting

- Website update is complete.
- Ongoing maintenance performed by Dick Cochran and Mindy Sanders.
- 10 update requests have been completed since the last report
- Send website requests to Mindy Sanders (mhsanders@pontengineering.com)

Cloud

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested – Up to date – 22 new credentials were created since the last report. The majority were for the 2020 and 2021 National Conferences

Membership Database

- Maintenance, as needed

WebEx

- No known issues

Survey Gizmo

- Plan downgraded to Free Version; will subscribe/upgrade on an as needed basis

Contract(s) – monitor and administer contract with IT vendors

- JM Services – Contract Renewal with Jacob Morisi Server Solutions – (Expires 6/30/21)
 - Renewed via Email Vote – Approved 8/26/19
 - Includes Hosting (for Most Sections), Cloud, and Database Service and Maintenance
 - Monthly Rate Increased from \$375 to \$400
 - 2020/2021 contract will not be sole-sourced. Options to be presented to the Board at the January or April
- ~~Keller Engineers – Contract Executed April 2018 (1/29/19) Complete~~
- ~~Prime Design – Website Redevelopment – Final invoice submitted Complete~~

Budget update

1. 2019-2020 Budget: \$4,700
2. Spent – List items and \$ spent this quarter
 - a. JMS Server (Technology Portion) - \$800
3. Current Budget Balance: \$3,900
4. List any Non-Budget Items that should be considered.
 - a. Current Budget does not cover all required spending commitments:
 - i. Total Required –
 1. JMS (\$4,840)
 2. Travel to 1 Board Meeting (\$1,200)
 3. Survey Gizmo - \$0
 - ii. Shortfall - \$1,340

Attachments:

1. JMS Contract
2. Website Update Log

Ref #	Description	Requested By	Date Requested	Assigned To	Date Completed	Notes
1	Remove contact information and replace with new contact form	Mike Hurtt	5/25/19	Mindy	5/26/19	
2	Updated conference page to reflect 2020 as next conference	RNC	6/4/2019	RNC	6/4/2019	Logo from Media Library. Couldn't access any other URL or folder.
3	Changed "newsletter" to "magazine" throughout	Tammy Farrell	6/11/2019	RNC	6/11/2019	
4	Changed link on scanner page to go directly to scanner guidelines rather than via the resource center. Changed text as requested.	Tammy Farrell	6/11/2019	RNC	6/13/2019	
5	Changed end date for 2020 conference to June 7 from June 6. Changed button shape to "pill".	Conference Committee	6/25/2019	RNC	6/25/2019	
6	Added 2020 Project of the Year Forms (Post)	Project of the Year Committee	6/23/19	MHS	6/25/19	
7	Updated DFW link on map	DFW Section	6/25/19	MHS	6/25/19	
8	Additional refinements to PotY pages/post		6/26/2019	RNC	6/27/2019	

Ref #	Description	Requested By	Date Requested	Assigned To	Date Completed	Notes
		Project of the Year Committee				
9	Change link to current scanner issue. Added 2019 to past scanners.	Tammy Farrell	6/27/2019	RNC	7/14/2019	
10	Change e-mail address; Enlarge slightly top secondary menu; Added map and text to new member interest form.	Amanda Schumacher	8/28/2019	RNC	8/29/2019	



Attachment 2: Region and Section Reports



REGIONAL REPORT
Great Lakes Region
Regional Directors Quarterly Report
(April 2019 – September 2019)

President:	Kirsten Bowen	Knbowen@mbakerintl.com
Vice President:	Vacant	
Secretary:	Jim Shea	jshea@trcsolutions.com
Treasurer:	Julie Burkert	jburkert@msconsultants.com

Activities:

- Great Lakes Region held a brief Board Meeting on May 3, 2019. Board introduced Rachael McNutt as the new PR Committee Chair, provided round robin Section Updates (Derby City, Central Ohio, Cuyahoga Valley, Lake Erie, TRIKO Valley and NW Ohio), summarized region/section communication, provided national update on address changes and Out Reach Committee, and discussed nominations and board changes.
- GLR sent out a survey to Section Secretaries on 8/27 to solicit feedback on how the region can help the sections, ideas for membership growth and increasing visibility. With the kick off of the new board it was thought that it could provide direction for initiatives over the next term. Only 4 responses were received.
- GLR Project of the Year solicitations were sent out on 8/5 and will be awarded at OTEC on October 29, 2019.
- GLR attended MAASTO 8/12-8/14. Jim Shea, Kirsten Bowen, Stan Harris and Mike Hurtt were in attendance. ASHE had a booth. Group felt the events exposure probably didn't warrant the steep price of exhibiting. Group needs to meet to debrief.
- Additional Section Communication included:
 - 8/5/2019 - Great Lake Region Awards Submission Notification
 - 8/27/2019 - 2019 Annual ASHE Officers Training
 - 8/27/2019 - ASHE GLR Survey Request
 - 9/9/2019 - ASHE Student Chapter Conference
 - 9/12/2019 - 2023 ASHE Conference - Request to Host Future Conference

Operating Budget (As of 9/16/2019)		Membership (As of 9/16/2019)	
Starting Balance	\$8,528.06	Starting Membership	963
Revenue	\$ 50.00	Losses	21
Expenses	\$412.00	Gains	38
Ending Balance	\$8,166.06	Ending Membership (paid)	980

*listed membership is based on Section reports and includes Central Dacotah

**Q1 membership reports used for Bluegrass and Central Dacotah

Events scheduled during next quarter:

- Great Lakes Board Region Mtg: October 28, 2019

Miscellaneous Items:



- None

Milestones:

The following is a summary of key milestones for this quarter:

- None



SECTION REPORTS

Central Ohio

Regional Directors Quarterly Report (April 2019 – September 2019)

President:	Sean Oatman	Sean.Oatman@ohm-advisors.com	2019 – 2020
1st Vice President:	Tom Less	tom.less@woolpert.com	2019 – 2020
2nd Vice President:	Justin Soltesz	jsoltesz@structurepoint.com	2019 – 2020
Secretary:	Mike Taricska	Mike.Taricska@burgessniple.com	2019 – 2020
Treasurer:	Mike Raubenolt	mraubenolt@structurepoint.com	2019 – 2020

Activities:

The following is a summary of key activities for this quarter:

- Held Annual Golf Outing in July
- Held quarterly highway cleanup in August
- Held annual ASHE membership and Highway Club Drives.

YTD Operating Budget (As of 9/2019) (Includes Investment Accounts)		Membership (As of 9/19)	
Starting Balance	\$ 48,144.27	Starting Membership	199
YTD Revenue*	\$ 6,037.16	Losses	0
YTD Expenses*	\$ 7,290.24	Gains	0
Ending Balance	\$ 46,891.19	Ending Membership (paid)	199

**Note YTD represents fiscal year, not calendar year*

Events scheduled during next quarter:

- Planning to hold Fall Happy Hour
- Finalizing details for the annual OTEC luncheon on Tuesday, which will feature the ASHE National President as our guest speaker
- 2019 Scholarship fundraiser to be held in Fall 2019.

Miscellaneous Items: Nothing Additional

Milestones: Nothing Additional



SECTION REPORTS
Bluegrass Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President:	Kevin Damron	KDamron@Palmernet.com	2016-2019
Vice President:	Adam McLain	Adam.Mclain@Stantec.com	2016-2019
Secretary:	Alison Gwynn	Alison.Gwynn@greshamsmith.com	2018-2019
Treasurer:	Jay Main	JMain@GRWinc.com	2016-2019

Activities:

The following is a summary of key activities for this quarter:

- NO REPORT PROVIDED BY SECTION

<u>Operating Budget (As of 2/28/2019)</u>		<u>Membership (As of 2/28/19)</u>	
Starting Balance	\$3,314.24	Starting Membership	62
Revenue	\$795.03	Losses	2
Expenses	\$797.95	Gains	2
Ending Balance	\$3,311.32	Ending Membership (paid)	62

Events scheduled during next quarter:

- NO REPORT PROVIDED BY SECTION

Student Chapter Update:

- NO REPORT PROVIDED BY SECTION

Miscellaneous Items:

- NO REPORT PROVIDED BY SECTION

Milestones:

The following is a summary of key milestones for this quarter:

- NO REPORT PROVIDED BY SECTION



SECTION REPORTS
Cuyahoga Valley Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President:	Nick Loukas	nick.loukas@cantonohio.gov
Vice President:	Dean Wolosiansky	dwolosiansky@lindsayprecast.com
Secretary:	Scott Basinger	smbasinger@starkcountyohio.gov
Treasurer:	Denny Flechtner	denny319@att.net

Activities:

The following is a summary of key activities for this quarter:

- 4/18/19 ASCE/ASHE Mtg – Muskingum Watershed Master Plan
- 5/3/19 Annual Trap Shoot
- 5/23/19 Annual Golf Outing
- 9/12/19 ODOT Funding presentation

<u>Operating Budget (As of 9/4/19)</u>		<u>Membership (As of 9/4/19)</u>	
Starting Balance	\$7,616.91	Starting Membership	125
Revenue	\$4226.05	Losses	0
Expenses	\$656.20	Gains	3
Ending Balance	\$11,186.76	Ending Membership (paid)	128

Events scheduled during next quarter:

- 10/11/19 Annual Fall Trap Shoot
- 10/17/19 Meeting at Gervasi Vineyards
- 11/?/19 Marathon Oil presentation
- 12/?/19 Annual Holiday Gathering

Student Chapter Update: None.

Miscellaneous Items:

Milestones:

The following is a summary of key milestones for this quarter:



SECTION REPORTS
Derby City
Regional Directors Quarterly Report
(April 2019 – September 2019)

President:	Erica Albrecht	Erica.Albrecht@hdrinc.com	2018-2019
Vice President:	Craig Klusman	Craig.Klusman@aecom.com	2018-2019
Secretary:	Brian Meade	brian.meade@urs.com	2018-2019
Treasurer:	Jonathan Berry	jon.berry@burgessniple.com	2018-2019

Activities:

The following is a summary of key activities for this quarter:

- April 23, 2019—ASHE Derby City and ASHE Bluegrass combined chapter meeting. Presentation of ASHE Transportation Improvement Project candidates. Frankfort KY
- May 29, 2019—ASHE Derby City Board of Directors Meeting at Jade Palace
- July 12, 2019—ASHE Derby City Chapter Luncheon. Presenter was Eileen Vaughn, KYTC Assistant Director for Planning
- August 28, 2019—ASHE Derby City and ASHE Bluegrass Section Chapter Meeting, Award Presentation of the 2019 ASHE Transportation Improvement Projects.

<u>Operating Budget (As of 8/31/19)</u>		<u>Membership (As of 8/31/19)</u>	
Starting Balance	\$6,051.90	Starting Membership	85
Revenue	\$6,361.51	Losses	4
Expenses	\$5,437.00	Gains	1
Ending Balance	\$6,976.41	Ending Membership (paid)	82

Events scheduled during next quarter:

- September 4, 2019– ASHE Derby City and Bluegrass Chapter Hospitality Suite at the KYTC Partnering Conference
- November 15, 2019—ASHE Derby City Board Day at the Downs event, Churchill Downs

Student Chapter Update:

Miscellaneous Items:

•

Milestones:

The following is a summary of key milestones for this quarter:



SECTION REPORTS
Lake Erie Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President: Sean Milroy, P.E.; smilroy@mbakerintl.com; Term ends May 2021

Vice President: Brian Sears, P.E.; bsears@smeinc.com; Term ends May 2021

Secretary: Kathy Johnson, P.E.; kgjohnson@trccompanies.com; Term ends May 2021

Treasurer: Steve Tyneski, P.E.; Steven.Tyneski@dot.ohio.gov; Term ends May 2021

Activities:

The following is a summary of key activities for this quarter:

- March 26th, 2019; (Attendance 65) Project of the Year meeting with presentations by Natalie Conley of ODOT D12, Kirsten Bowen of Michael Baker International, Lynn Miggins and Hamid Homae of KS Associates. Held at Holiday Inn Cleveland-South.
- April 25th, 2019; (Attendance 94) County Engineer's Update with presentations by David Marquard from Cuyahoga County and Alan Brubaker from Summit County. Held at Holiday Inn Cleveland-South.
- May 9th – 12th, 2019; Lake Erie Section sent 7 members to the 2019 National Conference in Nashville, TN.
- May 21st, 2019; (Attendance 28) Project site tour of the GCRTA E. 116th Street Station guided by Brian Temming and James Stock of GCRTA. Tour began and ended at the Cleveland Public Library – Rice Branch.
- May 23rd, 2019; Board Meeting held at TRC Office. Twelve of twelve board members present. Notable discussions included discussion and voting on updated Section bylaws, financials closed out for National Conference and no more to report, election results (Slate passed with Sean Milroy at President, Brian Sears at Vice President, Steve Tyneski at Treasurer, Kathy Johnson at Secretary, Beth Fulton and Tom Flask as Directors, open Director position with Brian Sears' election to be determined by Jim Shea, new Past President).
- August 1st, 2019; Board Meeting held at WSP office. Eleven of twelve board members present along with National Director for Great Lakes Region Frank Bronzo. Notable discussions included results of membership renewal process, Corporate Sponsorship update, treasurer's report on research into savings options, and planning for the 2019-2020 program year.

<u>Operating Budget (As of 8/31/19)</u>		<u>Membership (As of 9/3/19)</u>	
Starting Balance	\$32,030.21	Starting Membership	179
Revenue	\$8,430.00	Losses	11*
Expenses	\$972.00	Gains	15**
Ending Balance	\$39,488.21	Ending Membership	183

*One Lifetime Member passed away and moved to Inactive Status

**15 membership applications pending, to be sent with assessment due October 1st

Events scheduled during next quarter:

- September 12th, 2019; ODOT Kickoff with Deputy District Directors
- October 17th, 2019; ODOT ORD Transition
- November 2019; Governor's Initiative on Safety



- December 2019; Joint Holiday Party

Miscellaneous Items:

- Lake Erie website, lakeerie.ashe.pro, was hacked and overtaken twice but control was regained after coordination with Jacob Morisi, password changes, and software updates.
- Named 2 new Lifetime Members prior to 2019-2020 membership renewal.

Milestones:

The following is a summary of key milestones for this quarter: None



SECTION REPORTS
NW Ohio Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President: Pete Bick, pjbick@aol.com
Vice President: Tom Yurysta, tyurysta@proudfootassociates.com
Secretary: Amy Zimmerman, azimmerman@dgl-ltd.com
Treasurer: Richard Spino, rspino@manniksmithgroup.com

Activities:

The following is a summary of key activities for this quarter:

- 03/21/19 – Steve Brazie and Derrick Castle, Sherwin Williams, Bridge Coatings
- 05/16-19 – John Gnaedinger, Premiere Concrete Solutions, Concrete Maturity Testing

<u>Operating Budget (As of 08/28/19)</u>		<u>Membership (As of 08/28/19)</u>	
Starting Balance	\$4800.98	Starting Membership	46
Revenue	\$1205	Losses	0
Expenses	\$1750.51	Gains	4
Ending Balance	\$4255.47	Ending Membership (paid)	50

Events scheduled during next quarter:

- Next meeting September 12, 2019, James Marszal with Flexible Pavements of Ohio, “Asphalt Concrete For Prevailing Traffic Conditions”

Miscellaneous Items:

Milestones:



SECTION REPORTS
Triko Valley Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President: Steve Mary, Steve.Mary@stantec.com, 2018-2019 term
First Vice President: Tom Nicholson, tnicholson@pretekgroup.com, 2018-2019 term
Secretary: David Emerick, david.emerick@duke-energy.com, term continuing
Treasurer: Eric Kistner, eric.kistner@stantec.com, term continuing

Activities:

The following is a summary of key activities for second and third quarter:

- April 16, 2019-Board of Directors meeting was held at Terracon Offices
- May 6, 2019-Annual Golf Outing held at Aston Oaks
- May 19, 2019-General Membership Meeting- Andy Pilgrim from NCM Motorsports Park spoke on distracted driving
- June 17, 2019- Board of Directors meeting was held at Stantec offices
- August 20, 2019-Board of Directors meeting was held at Stantec offices
- September 10, 2019--General Membership Meeting-Michael Loyselle, KY FHWA will be our speaker to present his experience working on hurricane recovery in Puerto Rico.
-

<u>Operating Budget (As of 7/30/19)</u>		<u>Membership (As of 7/30/19)</u>	
Starting Balance	\$23,807.45	Starting Membership	170
Revenue	\$21,213.48	Losses	4
Expenses	\$15,807.10	Gains	7
Ending Balance	\$29,213.83	Ending Membership (paid)	173

Events scheduled during next quarter:

- October 15, 2019-Board of Directors meeting at Terracon
- November 19, 2019 – General Membership Meeting on Ethics at Montgomery Inn
- December, 2019—Holiday Party

Student Chapter Update:

- No activity

Miscellaneous Items:

- Election of officers will be held at the upcoming September 10, 2019 meeting.



SECTION REPORTS
Central Dacotah Section
Regional Directors Quarterly Report
(April 2019 – September 2019)

President:	Scott Whaley	swhaley@tensarcorp.com
VP:	Andrew Gottsman	andrew.gottsman@bartwest.com
Secretary:	Dan Schriock	dschriock@nd.gov
Treasurer:	Mark Kvas	mark.kvas@bartwest.com

<u>Operating Budget (As of 3/6/2019)</u>		<u>Membership (As of 3/6/2019)</u>	
Starting Balance	\$47,015.12	Starting Membership	97
Revenue	\$550.77	Losses	0
Expenses	\$1,840.64	Gains	6
Ending Balance	\$4,725.25	Ending Membership (paid)	103

Activities:

The following is a summary of key activities for this period:

- NO REPORT PROVIDED BY SECTION

Events scheduled during next period:

- NO REPORT PROVIDED BY SECTION

Miscellaneous Items:

- NO REPORT PROVIDED BY SECTION

Milestones:

- NO REPORT PROVIDED BY SECTION



MID-ATLANTIC REGION:
Quarterly Report (3rd Quarter, 2019)
July 2019 – September 2019

by Nimish Desai P.E., President, Mid-Atlantic Region and the Sections of the Mid-Atlantic Region

Sections: Blue Ridge, Carolina Piedmont, Carolina Triangle, Chesapeake, Greater Hampton Roads, North Central West Virginia, Old Dominion, and Potomac

REGIONAL REPORT

The eight Sections in the Mid-Atlantic Region continued programs/events through the summer of 2019. Activities consisted mostly of field trips and social/team building and community cleanup events.

Sections reminded their members to renew memberships for the 2019-2020 membership year. Overall the membership within the region appeared to be steady with minimal increase.

The Mid-Atlantic Regional Board was relatively inactive during the period. Investigations continued on the viability and means to initiate a new section in South Carolina. A SWOT analysis was conducted by the strategic planning committee headed by John Harman. A survey based on various metrics was sent to all the sections to help identify deficiencies and identify ways to involve members from the public sector and grow overall membership within each Section. Results of the SWOT analysis will be presented in the 2019 fourth quarterly report.

During the 3rd quarter, we had 2 BOD conference calls. During the first call (6/07/19), Mr. Brian Post provided a summary of the 2019 Technical Conference in Charlottesville (in March 2019) that included 7 technical sessions and a networking hour after the conference. The conference was well attended. During the call, it was also mentioned that the 2020 Technical Conference will be postponed to Fall 2020 due to the National Conference being in Raleigh in June. During the call, the Regional Treasurer, Mr. Brian Post presented a draft 990 for the 2018-2019 FY that was approved and submitted to National. The second call (7/19/19) primarily involved discussions about the SWOT analysis. The region board members were also made aware of the upcoming vacant Director position in 2020 (Dave Greenwood's position)

Scholarships continued to be awarded by the Sections and we will compile the information and forward to national as required each year. IRS form 990's were developed and submitted by all eight (8) Sections by the deadline of mid-June.

We continued to update the list of Section and Region Officers for FY 2019-2020 and submitted these to National. Updating this list of the Region's/Sections' officers will be an on-going effort.

We will continue to provide our members opportunities for leading ASHE at the regional level through membership on the Board as well as on active and important regional committees. Through these activities we hope to actively retain the leadership from the Section level and be able to grow our member's contribution into the National level.

Lastly, on behalf of the region, I wanted to express my gratitude to Ms. Shirley Stuttler, ASHE National President's Assistant and wish her luck in her retirement. I would also like to welcome Ms. Nancy Morisi who has replaced Shirley and we look forward to working with her.

Regional Financial activities during the period

The financial activity during this reporting period included a \$25,000 check to open a Vanguard investment account. The final expenses and revenue from the Regional Technical conference netted

approximately \$5,700 in profits for the Region. The current balance in the Region's checking account is \$22,445.31.

SECTION REPORTS

Blue Ridge Section Regional Directors Quarterly Report (July 2019 through September 2019)

President: Ashley Smith Ashley.smith@vdot.virginia.gov
Secretary: Mike Agee MSAgee@Matternandcraig.com
Treasurer: Angie Oaks aoaks@mbpce.com

Activities:

July

- Board Meeting
- Golf Tournament Committee Meeting

August

- No activity

September

- Membership Meeting – September 24th /topic to be determined

Operating Budget (as of 8/16/19)	
Starting Balance	\$6,654.92
Revenue	\$3,161.11
Expenses*	0
Ending Balance	\$9,816.03

Membership (as of 8/16/19)	
Starting Membership	78
Gains*	3
Losses*	16
Current Membership	65

Carolina Piedmont Regional Directors Quarterly Report (July 2019 through September 2019)

President: Michael Bywaletz mbwaletz@rameykemp.com
Secretary: Nanette Fogleman nfogleman@mbpce.com
Treasurer: Justin DeNicola Justin.denicola@terracon.com

Activities: The following is a summary of key activities for this quarter:

Upcoming Meetings:

- September 18, 2019 – Member Meeting
- October 18, 2019 – Sporting Clay Tournament Scholarship Fundraiser
- November, 2019 – Social/Toy for Tots Drive

Other:

- Currently have no student chapters in the Section. Universities include: University of North Carolina at Charlotte
- Scholarships awarded to students at the following Universities during CY 2019: 2 University of North Carolina at Charlotte

Operating Budget (as of 8/20/19)	
Starting Balance	\$23,606.03
Revenue	\$8,639.62
Expenses	\$5,838.55
Ending Balance	\$26,407.10
Scholarship awarded CY 2019	\$2,500

Membership (as of 8/20/19)	
Starting membership	69
Gains*	0
Losses*	9
Current Membership	78
Student Members	None

*Since previous quarter

**Carolina Triangle Section
Mid-Atlantic Region
Quarterly Report
(July 2019 through September 2019)**

President: Missy Pair mpair@ncdot.gov
Secretary: David Corley David.Corley@kimley-horn.com
Treasurer: Ronyell Thigpen thigpen@pbworld.com

Activities:

- The following is a summary of key activities for this quarter:
- July 31, 2019 – Board of Directors Meeting
 - Previous Meeting Minutes approved
 - Revised Draft 2019/2020 FY Budget reviewed
 - Committee Reports
 - Discussed strategies to encourage new memberships this year
 - Set Dinner Meeting dates for all 2019/2020 meetings
 - Discussed planning for 2020 National Conference in Raleigh
 - Discussed planning for inaugural ASHE Bowling Tournament to be held in March 2020
- August 11, 2019 – Durham Bulls Game Social Event
 - 77 people in attendance which is a record number of attendees for this event
- September 26, 2019 – Board of Directors Meeting and Dinner Meeting
 - First Dinner Meeting of 2019/2020 FY featuring presentation about an NCDOT Project

Operating Budget (as of 08/19/2019)	
Starting Balance	\$ 56,520.65
Revenue	\$2,777.79
Expenses	\$13,646.71
Ending Balance	\$45,651.73

Membership (as of 8/19/2019)	
Starting Membership	160
Losses	0
Gains	0
Ending Membership	160

**Chesapeake Section
Regional Directors Quarterly Report
(July 2019 through September 2019)**

President: Gregg Iskra Gregg.iskra@wsp.com
Secretary: Carrie Nicholson cnicholson@aidatainc.com
Treasurer: Deni Deliallisi denila.deliallisi@aecom.com

Activities: Dam Safety Workshop – July 17
 Younger Members Marley Creek Kayak Tour – September 7
 Construction Meeting – September 17th

Operating Budget (as of 08/05/2019)	
Starting Balance (as of 7/1/2019)	\$ 49,329.32
Revenue	\$ 15,385
Expenses	(\$ 4,799.40)
Ending Balance (as of 8/05/2019)	\$ 59,914.92

Membership (as of 08/05/2019)	
Starting Membership (as of 8/5/2019)	316
Losses	0
Gains	3
Ending Membership (as of 8/05/2019)	319

**Greater Hampton Roads Section
 Regional Directors Quarterly Report
 (July 2019 through September 2019)**

President:	Chad Lahaie	CLahaie@vhb.com
1 st Vice President:	Rhys Keller	RKeller@jmt.com
2 nd Vice President	Sean Jessup	SJessup@moffatnichol.com
Secretary:	Matt Martin	mmartin@mbpce.com
Treasurer:	Matt Edwards	mbedwards@hntb.com

Activities

July: Chapter held the second annual membership appreciation event at TopGolf Virginia Beach and included transportation trivia

August: Sponsorship outreach began for 2019-2020 season

September: Dinner meeting scheduled for September 17, 2019

Upcoming Meeting: Meeting tentatively scheduled for November 19th, 2019

Operating Budget (as of 08/01/19)	
Starting Balance	\$18,813.88
Revenue	\$7,221.68
Expenses	\$4,227.09
Ending Balance	\$21,808.47

Membership (8/01/19)	
Starting Membership	101
Losses	13
Gains	7
Ending Membership	95

**North Central West Virginia Section
 Regional Directors Quarterly Report
 (July 2019 through September 2019)**

President:	Brandon LeRoy	brandon.leroy@aecom.com
Vice President:	John Vincent	john.vincent@stantec.com
Secretary:	vacant	
Treasurer:	Dennis LeRoy	dennis.j.leroy@wv.gov

Activities:

The following is a summary of key activities for this quarter:

- July, 2019; No activity (off thru summer)

- August, 2019; No activity (off thru summer)
- September, 2019; Board Meeting TBD

Operating Budget (as of 8/19/19)	
Starting Balance (April 20 th , 2019)	\$22,100.00
Revenue (<i>from previous activities</i>)	\$23,728.00
Expenses	\$20,645.00
Ending Balance (August 19 th 2019)	\$25,183.00
2 nd half of scholarships awarded July 2019	\$3,250 <i>included in expense tot.</i>

Membership (as of 8/19/19)	
Starting Membership	51
Gains	
Losses	
Corrections	
Ending Membership	51

Old Dominion Section

Regional Directors Quarterly Report (July 2019 through September 2019)

President: Terrell Hughes Terrell.Hughes@vdot.virginia.com
 Secretary: C. Eric Burke EBurke@moffatnichol.com
 Treasurer: Ben Doran Ben.Doran@timmons.com

Activities Activities

The following is a summary of key activities for this quarter:

- WTS, ASCE, ASHE, and VASITE Joint Social, July 24, 2019, Southern Railway Taphouse
- Technical Session – Interstate 81 Corridor Improvements, July 24, 2019, Ben Mannell, AICP and Brooke Jackson, PE, VDOT Central Office Auditorium
- Technical Session – Geotechnical Challenges in Roadway Design and Construction, August 22, 2019, Michelle E. Bolding, PE, VDOT Central Office Auditorium

Operating Budget (as of 9/30/19)	
Starting Balance)	\$10,186.40
Revenue	\$2,804.85
Expenses	\$676.39
Ending Balance	\$12,314.86

Membership (as of 9/30/19)	
Starting Membership	103
Gains	
Losses	
Corrections	
Ending Membership	103

Potomac Section

Regional Directors Quarterly Report (July 2019 through September 2019)

President: Charlie OConnell coconnell@fam66.us
 Secretary: Khaterah Vaghefi Khatereh.vaghefi@gmail
 Treasurer: Nikkhil Deshpande ndeshpande@rdacivil.com

Activities:

July – none

August – Big League Baseball – Nationals vs Orioles (27 August)

September – First regular meeting - Ben LaRocco, Senior Manager of State Policy at Lime (Sept 11).

Operating Budget (8/29/2019)	
Starting Balance	\$22,335.95
Revenue	\$23,096.87
Expenses	\$15,193.10
Ending Balance	\$30,239.72

Membership (as of 4/01/2019)	
Starting Membership	206
Gains	0
Losses	24
Corrections	0
Ending Membership (Paid)	182



Northeast Region
American Society of Highway Engineers
Quarterly Report – 3rd Quarter 2019

President	Rob Prophet	rprophet@trafficpd.com
Vice President	Paul McNamee	Paul.McNamee@kci.com
Secretary	Scott Cortese	scortese@maserconsulting.com
Treasurer	Jerry Pitzer	jerry1368@yahoo.com

The NE Region Board hosted a meeting at the National Convention in Nashville, TN on May 9th, 2019. Below are the highlights from the previous report:

- Meeting was well attended (all board members, all National Directors, ASHE current and future Presidents, and representation from 15 of the 18 sections).
- Flow of communication and importance of the quarterly reports was discussed.
- Financial report for the NE Region as of 5-9-2019:
 - Current balance \$9,110.18
 - Expenses include \$200 for ASHE National Project of Year fee and \$600 for ASHE National Conference Ad
- 2021 National Conference at Kalahari Resort was discussed. Dated set for 6/9/2021 – 6/13/2021.
- New National website being rolled out.
- Recap on the National Board Meeting in AZ, January 2019.
- Discussed ASHE exposure through targeted advertisement(s).
- Nancy Morisi – New National Administrator
- Discussion on Region's role/define directives to begin.
- Discussed the Region's history, pdh count and scholarships offered. This information was requested by National.
- Nominated Projects of the Year for National's consideration.
- Section reports/updates for each section.

Enclosed on the following pages are the Quarterly Reports by each Section in the Northeast Region. The following sections did not report an updated report and follow up will continue for an additional week (old reports were utilized where possible):

- Albany
- Central NY
- Franklin
- Long Island

Albany Section

Regional Directors Quarterly Report

(May 2019 – August 2019; February 2019 – April 2019 shown)

Officers:

President:	Erik LeClair, PE	leclaires@cdmsmith.com
1 st Vice President:	Lisa Westrick, PE	Lisa.Westrick@stantec.com
2 nd Vice President:	Wayne Bonesteel, PE	wbonesteel@maserconsulting.com
Secretary:	John Saia, Jr., PE	jsaia@jsquaredconstruct.com
Treasurer:	Kevin Hajos, PE	khajos@warrencountydpw.com

Activities:

- The following is a summary of key activities for this quarter:
- March 28, 2019: Submitted article for the Scanner.

<u>Budget (As of 09/30/18)</u>		<u>Membership (As of 04/12/19)</u>	
Starting Balance	\$15,945.04	Starting Membership	102
Income	\$4,175.00	Members – New	0
Expenses	(\$4,472.00)	Members - Dropped	0
Ending Balance	\$15,648.04	Members - Reinstated	0
		Ending Membership (paid)	102

Events scheduled during the next quarters:

- May 2019: **Membership Meeting** with PDH; Location TBD.
- June 2019: **Albany Section's 9th Annual Golf Outing** at Van Patten Golf Course in Clifton Park

Student Chapter Update:

Not Applicable

Miscellaneous Items:

None

Milestones:

None

End of Report

Altoona Section

Regional Directors Quarterly Report

(May 2019 – August 2019)

Officers:

President:	Bill Wieserman, PE, CBSI	w.wieserman@GAIconsultants.com
Vice President:	Dave Hoglund, PE	dhoglund@rettew.com
Secretary:	Michele Girolami	michele.girolami@gibson-thomas.com
Treasurer:	Ed Stoltz	e57s@verizon.net

Activities:

The following is a summary of key activities for the past quarter:

- May 15, 2019: Annual Banquet and Awards
- July 8, 2019: Annual Section Golf Outing at Scotch Valley Country Club

<u>Operating Budget (As of 8/27/2019)</u>		<u>Membership (As of 8/27/2019)</u>	
Starting Balance (3/31/2019)	\$23,156.17	Starting Membership (4/25/2019)	228
Revenue	+0	Losses	
Expenses	-0	Gains	
Ending Balance (8/27/2019)	\$23,156.17	Ending Membership (paid)	228

Events scheduled during next quarter:

- None at this time.

Miscellaneous Items:

- None at this time

End of Report

Central New York Section
Regional Directors Quarterly Report
(May 2019 – August 2019, **Note: 2018 Q2 Report shown**)

Officers:

President:	Luke Morenus	lmorenus@bartonandloguidice.com
1st Vice-President	David Facchini	David.facchini@dot.ny.gov
2nd Vice-President	Andy Coleman	AColeman@midlandasphalt.com
Secretary:	Peter Wlodarczyk	pwlodarczyk@fisherassoc.com
Treasurer:	Donald P Blasland	pwblabsinc@hotmail.com

Activities:

The following is a summary of key activities for this quarter:

- March 13, 2018 ; Board of Directors Meeting
- March 19th – NYSATE Technical Meeting – Climate Change Mitigation for Engineers
- April 5th, 2018 Transportation outlook for Central NY, Syracuse

<u>Operating Budget (As of 03/31/2018)</u>		<u>Membership (As of 3/31/18)</u>	
Starting Balance (10/1/2017)	\$8,092.51	Starting Membership (7/1)	49
Revenue	\$ 1,400.00	Losses	
Expenses	\$ 1,066.08	Gains	
Ending Balance	\$8,426.43	Ending Membership (paid)	49

Events scheduled during next quarter:

- May 8th, Board of Directors meeting.
- May 17th, NYSDOT Regional Director Roundtable, joint meeting with APWA
- May 18th, Scholarship Golf Tournament

Miscellaneous Items:

None

Milestones:

none

End of Report

Clearfield Section
Regional Directors Quarterly Report
(May 2019 – August 2019)

Officers:

President:	Ed Jones	ed.jones@cdicorp.com
Vice President:	Jennie McCracken	Jennifer.mccracken@aecom.com
Secretary:	Diane Purdy	dppurdy@urbanengineers.com
Treasurer:	Karen Michael	kmaichael@pa.gov

Activities:

The following is a summary of key activities for this quarter:

- May 16, 2019, Annual scholarship dinner at Moena's in Clearfield, PA.
- June 26, 2019, Joint workshop with PennDOT District 2-0, State College, PA.
- August 8, 2019, Annual Picnic and Golf Outing at Elks County Club, Clearfield, PA.

<u>Operating Budget (As of 08.28.2019)</u>		<u>Membership (As of 08.28.2019)</u>	
Starting Balance	\$ 25,609.11	Starting Membership	183
Revenue	\$ 46,940.70	Losses	1
Expenses	\$ 56,700.34	Gains	13
Ending Balance	\$ 15,849.47	Ending Membership	195

Events scheduled during the next quarters:

Date	Event	Location
09.19.2019	Potters Mill Gap Tour	Potters Mill Gap
10.17.2019	CATA Bus Facility Tour	State College
November	Dinner Meeting	TBD

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- None

Milestones:

- None

End of Report

Delaware Valley Section

Regional Directors Quarterly Report

(May 2019 – August 2019)

Officers:

President:	Alexa Harper	aharper@gannettfleming.com
Vice President:	Drew Siriani	dsiriani@pennoni.com
Secretary:	Nate Parrish	Nparrish@hntb.com
Treasurer:	Isaac Kessler	Isaac.kessler@rve.com

Activities:

The following is a summary of key activities for this quarter:

- April 20, 2019 – Adopt a Highway Spring Cleanup
- April 25, 2019 – Engineers Club Affiliates Conference
- May 1, 2019 – Younger Member Bowling Event (with ASCE)
- May 16, 2019 – Joint Dinner Meeting with PSPE (PSPE is host)
- May 22, 2019 – Joint PennDOT / Delaware Valley Section Workshop
- June 3, 2019 – Section Golf Outing (Chester Valley CC)
- June 6, 2019 – Summer Board Meeting

<u>Operating Budget (As of 4/17/19)</u>		<u>Membership (As of 4/17/19)</u>	
Starting Balance (6/1/18)	\$92,251.44	Starting Membership (12/20/18)	364
Revenue	\$87,988.40	Losses	10
Expenses	\$86,393.24	Gains	27
Ending Balance	\$96,153.49	Ending Membership (paid)	374

Events scheduled during next quarter:

- September 11, 2019 – Dinner Meeting (Secretary Leslie Richards)
- October 16, 2019 – Dinner Meeting
- November 20, 2019 – Dinner Meeting
- November 20, 2019 – Technical Session

Miscellaneous Items:

- A total of 37 firms are registered to participate in the section sponsor program (DVSP). The program allows firms to advertise in the section newsletter and website.
- The section continues to coordinate with the local universities to setup and maintain student chapters. Chapters have been established at Widener University and Temple University. Student member events held at Widener University and Temple University. Efforts are being made to establish sections at Villanova University and Drexel University.
- The section received 12 applications for scholarships. A total of \$8,500 was distributed at April Dinner Meeting.
- The section completed an operations manual which contains committee chair responsibilities.

Milestones:

- None.

End of Report

East Penn Section

Regional Directors Quarterly Report

(May 2019 – August 2019)

Officers

President:	Richard Ames	richard.ames@wsp.com
Vice President:	Heather Heeter	hheeter@borton-lawson.com
2 nd Vice President:	Brian Derr	bderr@jmt.com
Secretary:	Tom Dominiecki	tdominiecki@gfnet.com
Treasurer:	Carl McGloughlin	cmcgloughlin@jmt.com

Activities:

- Thursday, March 7, 2019: State of PennDOT Districts 4-0 and 5-0
Speakers: Richard Roman, PE (4-0) and Michael Rebert, PE (5-0), Kalahari Resorts, Poconos, PA
- Wednesday, April 3, 2019: Growth Trends in Lehigh Valley
Speaker: Becky A. Bradley, AICP, Homewood Suites, Center Valley, PA
- Wednesday, May 1, 2019: Project of the Year Awards/Installation of Officers, Hotel Bethlehem, Bethlehem, PA
- Tuesday, May 21 and Wednesday May 22, 2019: Highway Capacity Analysis Training
Sponsored by ASCE Lehigh Valley Section and ASHE East Penn, Lafayette College, Easton, PA

Operating Budget (As of 6/30/19)		Membership (As of 8/23/19)	
Starting Balance (12/3)	\$39,018.49	Starting Membership (9/30/18)	120
Revenue	\$52,182.90	Losses	23
Expenses	\$58,460.39	Gains	17
Ending Balance	\$32,741.00*	Ending Membership (2/22/19)	114**

* The ending balance is for the ASHE calendar year 2018-2019

** This is the same membership as the previous report. Upon the completion of the latest membership drive these numbers will be updated

Events scheduled during next quarter:

- Friday, August 30, 2019
ASHE East Penn Golf Classic, Gilbertsville Golf Club, Gilbertsville, PA
- Wednesday, September 4, 2019:
PA Turnpike, Speaker: Mark Compton, Hotel Bethlehem, Bethlehem, PA
- Tuesday, October 1, 2019:
Joint Meeting with Lehigh Valley ASCE, Penn Street Bridge Tour in Reading, PA
- Tuesday, November 5, 2019:
PennDOT District 5-0 Construction Update, Speaker: Al Picca, Hotel Bethlehem, Bethlehem, PA
- Tuesday, December 3, 2019: Holiday Party, Location TBD

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- None

Milestones:

- None

End of Report

First State Section

Regional Directors Report (May 2019 – August 2019)

Officers

President:	Brian Kisner	bkisner@centuryeng.com
1 st Vice President:	Shellie Baird	sbaird@amtengineering.com
2 nd Vice President:	Breanna Kovach	breanna.kovach@delaware.gov
Secretary:	Matheu Carter	matheu@udel.edu
Treasurer:	Preston Ayers	gl.preston.ayars@gmail.com

Activities:

The following is a summary of key activities for this quarter:

- April 18, 2019 – Dinner meeting – Panel, Performance Based Qualification for State Contracts
- May 15, 2019 – Dinner meeting - Hall of Fame Dinner awards
- May 21, 2019 - Education session (3 PDH) – Rob Snowden and Greg Pawlowski, Engineering Ethics
- June 12, 2019 - Collaborative happy hour and Blue Rocks game with ASCE Delaware Chapter

Operating Budget (As of 05/31/19)		Membership (As of 06/01/19)	
Starting Balance	\$ 35,962.77	Starting Membership	160
Revenue	\$ 8,565.00	Losses	1
Expenses	\$ 7,920.95	Gains	0
Ending Balance	\$ 36,606.82	Ending Membership (paid)	159

Events scheduled during next quarter:

- September 20, 2019 – 25th Annual Fred Mueller Scholarship Golf Outing
- October 17, 2019 – Scholarship dinner meeting and panel discussion on electronic surveying technology (LIDAR, UAVs, etc.)
- November 13 – Wilmington Riverfront projects tour and luncheon

Student Chapter update:

- ASHE@UD, the student chapter at University of Delaware has been robustly active now for over ten years.
- New ASHE@UD Officers will be elected in December, assuming their duties at the beginning of the spring semester (February 2020).

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

Franklin Section
Regional Directors Quarterly Report
(May 2019 – August, **Note: 2018 Q2 Report shown**)

Officers

President:	Max Heckman	mheckman@mbakerintl.com
1 st Vice President:	TBD	
2 nd Vice President:	TBD	
Secretary:	Jonathan Lincoln	j.lincoln@gaiconsultants.com
Treasurer:	Justin Dickey	dickeyjc@gmail.com

Activities:

The following is a summary of key activities for this quarter:

- February 20, 2018 Section Meeting at The Crane Room in New Castle, PA. Presentation by Justin Gibbons, QES (45 attendees)
- March 20, 2018 Section Meeting at My Brothers Place in Grove City, PA. Presentation by Ray Maginness and Rich Schoedel, PE, Michael Baker International (27 attendees)
- April 5, 2018 Section Board Meeting at The Iroquois Club in Conneaut Lake, PA
- April 17, 2018 Section Meeting at Chovy's! in Meadville, PA. Presentation by Quentin Rissler, PE, Larson Design Group (40 attendees)

<u>Operating Budget (As of 4/2/18)</u>		<u>Membership (As of 3/31/18)</u>	
Starting Balance (3/2)	\$3,399.83	Starting Membership (3/2)	156
Revenue	\$1,405.00	Losses	0
Expenses	\$1,120.00	Gains	0
Ending Balance (4/2)	\$3,684.83	Ending Membership (3/31)	156

Events scheduled during next quarter:

- May 22, 2018 Section Meeting at Station 3 Fire Hall in Conneaut Lake, PA.
- June 7, 2018 Section Board Meeting
- June 19, 2018 Section Meeting at TBD
- July 17, 2018 Steak Cookout at Kamp Kiwanis

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

Harrisburg Section

Regional Directors Quarterly Report

(May 2019 – August 2019)

Officers:

President:	Brad Heigel	bjheigel@paturnpike.com
Vice President:	Eric Martz	eric.martz@kci.com
Secretary:	Bob Leonard	leonardrj@erdmananthony.com
Treasurer:	Bea Walters	walters@veengineeringinc.com

Activities:

The following is a summary of key activities for this quarter:

- May 2, 2019 – Past President’s Banquet – Hollywood Casino
- June 3, 2019 – Dinner Meeting / Scholarship winners introduced
- August 2, 2019 – Annual Golf Outing
- August 23, 2019 – Annual Casino Night/Picnic

<u>Operating Budget (As of 8/10/19)</u>		<u>Membership (As of 8/12/19)</u>	
Starting Balance (4/25/19)	\$86,097.22	Starting Membership (4/25/18)	417
Revenue		Losses	0*
Expenses		Gains	TBD
Ending Balance	\$82,522.58	Ending Membership (paid)	417*

**Unknown pending outstanding renewals*

Events scheduled during next quarter:

- Oct 7, 2019 – Dinner Meeting, Route 322 Potters Mills Gap project Update

Miscellaneous Items:

- 12 Scholarships awarded in 2019 totaling \$28,000

Milestones:

The following is a summary of key milestones for this quarter:

- **None this period**

End of Report

Long Island Section
Regional Directors Quarterly Report
(May 2019 – August 2019, **Note: 2019 Q1 Report Shown**)

Officers:

President:	Bill Barrett, PE	wbarrett@gpinet.com
Vice President:	Scott Spittal	sspittal@vhb.com
Secretary:	Margaret Conklin	Margaret.conklin@dot.ny.gov
Treasurer:	Paul Curcio	pcurcio@blcompanies.com

Activities:

The following is a summary of key activities for this quarter:

- December 4, 2018: Continuing education presentation and dinner on Empire State Trail Long Island Extension Feasibility Study.

<u>Operating Budget (as of 12/31/18)</u>		<u>Membership (As of 12/31/18)</u>	
Starting Balance	\$4,610.79	Starting Membership	63
Revenue	\$1,095.00	Losses	
Expenses	\$3,148.47	Gains	3
Ending Balance	\$2,557.32	Ending Balance (paid)	66

Events scheduled during next quarter:

- January 23, 2019 Technical Meeting on Ultra High-Performance Concrete (UHPC)

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

Mid-Allegheny Section

Regional Directors Quarterly Report (May 2019 – August 2019)

Officers

President:	Brad DiCola	bdicola@gfnet.com
Vice President:	Bill Ferko	wferko@saiengr.com
2 nd Vice President:	Sean Hart	shart@mbakerintl.com
Secretary:	Matt Hetrick	mhetrick@pa.gov
Treasurer:	Jennifer Sheesley	jsheesley@sheesleyassoc.com

Activities:

The following is a summary of key activities for this quarter:

- April 18, 2019: Joint Dinner Meeting w/ Secretary of Transportation
- April 26, 2019: 20th Annual Golf Outing - Lenape Heights Golf Course.
- May 16, 2019: Dinner Meeting with Presentation of Outstanding Highway Engineering Award; Presentation of Scholarship Recipients; Induction of new officers - Presentation by Jim Andrews, PennDOT District 10-0 ADE-Design
- August 2, 2019: Summer Trap Shoot

Operating Budget (As of 8/27/19)		Membership (As of 8/27/19)	
Starting Balance (4/1)	\$16,857.49	Starting Membership (4/1)	135
Revenue	\$12,340.00	Losses	0
Expenses	\$13,688.86	Gains	3
Ending Balance	\$15,430.06	Ending Membership (paid)	138

Events scheduled during next quarter:

- September 12, 2019: Kickoff Dinner Meeting with Steak Fry - Presentation by Dawn Schilling, McCormick Taylor, Ohio Pyle Gateway Project
- October 2019: Fall Trap Shoot, Date and Location TBD
- November 7, 2019: Dinner Meeting, Speaker TBD

Miscellaneous Items:

- None Noted

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

NY Metro Section
Regional Directors Report
(May 2019 – August 2019)

Officers

President:	Karim Palomino, PE	kpalomino@primeeng.com
Vice President:	Andrew Schueller, PE	aschueller@naikgroup.com
Secretary:	Oscar Bustos, PE	ofbustos@urbanengineers.com
Treasurer:	Maria Losyeva, PE	Maria.Losyeva@jacobs.com

Activities

The following is a summary of key activities for this quarter:

- Board meetings on May 7, June 25 and July 30
- May 14; Presentation at Club 101 by Darrin Scalzo, PE, Assistant Division Director, Capital Construction, New York State Thruway Authority (NYSTA), Chris Terrizi, PE, Construction Supervisor, NYSTA, John Cunningham, PE, Project Manager, HDR and Adrian Moshe, PE, Project Engineer HDR on New England Thruway (I-95) Reconstruction Project - 'Last Mile'

<u>Operating Budget (As of 7/30/19)</u>		<u>Membership (As of 7/30/19)</u>	
Starting Balance (5/1)	37,295.23	Starting Membership (5/1)	151
Revenue	720.00	Losses	0
Expenses	320.00	Gains	0
Ending Balance	37,695.23	Ending Membership (paid)	151

Events scheduled during next quarter:

Presentations at Club 101:

- September 17; Presentation by Eric Macfarlane, PE, Deputy Commissioner, New York City Department of Design and Construction (NYCDDC) on FY2020 – 2023 DDC's \$2 Billion Capital Plan
- October 15; Presentation by TBD

Miscellaneous Items:

NA

Milestones:

The following is a summary of key milestones for this quarter:

NA

End of Report

North-Central New Jersey Section

Regional Directors Report (May 2019 – August 2019)

Officers

President:	Jean Philippe Magron	jp.magron@hdrinc.com
1 st Vice President:	Thomas Di Chiara	tdichiara@arorapc.com
2 nd Vice President:	Marisa Sapiezynski	mnsapiezynski@mccormicktaylor.com
Secretary:	Greg Kuczynski	gkuczynski@gfnet.com
Treasurer:	Robert S. Nash	robert.nash@rve.com
Region & National Director:	Don Di Zuzio	ddizuzio@tandmassociates.com

Activities:

The following is a summary of key activities for this quarter:

- July 24, 2019; Section Board Reorganization Meeting.
- August 2019; No Activities – Summer Break

Operating Budget (As of 4/11/19)		Membership (As of 4/11/19)	
Starting Balance (3/21/19)	\$ 80,466	Starting Membership (3/21/19)	132
Revenue / Income	\$ 0	Losses	0
Expenses*	\$ 17,697	Gains	2
Ending Balance	\$ 62,769	Ending Membership (paid)	134
		Student Membership	0

*Awarded the scholarship prior to our golf outing which funds the scholarship.

Events scheduled during next quarter:

- September 12, 2019; Joint Meeting with the Southern NJ Section – NJDOT Capital Program Presentation.
- October 10, 2019; Presentation on the CM/CI of the new Goethals Bridge.
- November 14 2019; TBD.
- December 12, 2019; Presentation by the MPO's of NJ.

Student Chapter Update:

- We have formed an Education Committee. We have a chair and one member. No other activities this period.

Miscellaneous Items:

- Preceding every monthly meeting, there is a section board meeting.
- 2019 Scholarships (4) in the amount of \$15,000 were awarded at the April Meeting.

Milestones:

The following is a summary of key milestones for this quarter:

- In 2020 we will celebrate our 30th year anniversary. Plans for a celebration are underway.

End of Report

**North East Penn Section
Regional Directors Quarterly Report
(May 2019 – August 2019)**

Officers

President:	David Tavaris	David.tavaris@pennsysupply.com
Vice President:	Frank Summa	fsumma@gpinet.com
Secretary:	Bob Naugle	rnaugle@pennoni.com
Treasurer:	Mark Boris	mboris@borton-lawson.com

Activities:

The following is a summary of key activities for this quarter:

- 9/24/2019; Site Tour of the Lackawanna Energy Center Power Plant: Speaker Christopher Smith, Plant Engineer. Dinner to follow at Rossi's Restaurant.

<u>Operating Budget (As of 7/16/19)</u>		<u>Membership (As of 7/16/19)</u>	
Starting Balance (7/16)	\$30,403.33	Starting Membership (7/16)	119
Revenue	\$29,385.29	Losses	0
Expenses	\$19,991.44	Gains	5
Ending Balance	\$39,797.18	Ending Membership (paid)	124
		Student Membership if known	

Events scheduled during next quarter:

- Summer recess with fall meetings TBD

Miscellaneous Items:

- Nothing at this time.

Milestones:

- Nothing to report at this time.

End of Report

Pittsburgh Section

Regional Directors Quarterly Report

(May 2019 – August 2019)

Officers

President:	Dan Cessna	Dan.Cessna@mbakerintl.com
Vice President:	John Nicholson	John.Nicholson@wsp.com
Secretary:	Chuck Nash	cnash@msconsultants.com
Treasurer:	Jerry Pitzer	jerry1368@yahoo.com

Activities:

The following is a summary of key activities for this quarter:

- Pirate Game Outing June 21, 2019
- ASHE Pittsburgh Board meeting June 25, 2019
- Motorcycle Ride – June 15, 2019
- ASHE Pub Crawl and PDH's June 27, 2019
- ASHE Pittsburgh Board meeting August 21, 2019

<u>Operating Budget (As of 8/23/2019)</u>		<u>Membership (As of 08/23/2019)</u>	
Starting Balance (07/01)	\$65,825	Starting Membership (03/01)	572
Revenue	\$18,516	Losses	-
Expenses	\$13,691	Gains	11
Ending Balance	\$71,649	Ending Membership (paid)	583

Events scheduled during next quarter:

- September 17, 2019 Section Dinner meeting at Hofbrauhaus – Speaker Doug Seeley
- September 22, 2019 Softball Tournament with ASCE, ESWP, WTS
- October 12, 2019 Adopt a Highway Clean Up
- October 19, 2019 Past Presidents' Banquet – Rivers Casino
- November 7, 2019 Section Dinner meeting at the Chadwick
- December 2019 – Annual Holiday Social Party

Miscellaneous Items:

- Actively involved in CLC
- Community Outreach at various local high schools, middle schools

Milestones:

- None at this time

End of Report

Southern New Jersey Section

Regional Directors Quarterly Report (May 2019 – August 2019)

Officers

President:	Michael Frabizzio	mfrabizzio@aidpe.com
Vice President:	Amy Sokalski	asokalski@mccormicktaylor.com
Secretary:	Heather Sabetta	hsabe@arh-us.com
Treasurer:	Joe Macios	joemacios@hotmail.com

Activities:

The following is a summary of key activities for this quarter:

- April 11, 2019: A Board of Directors Meeting was held prior to the dinner meeting.
- April 11, 2019: Joint Dinner Presentation for Project of the Year at the Cranbury Inn 21 South Main Street, Cranbury, NJ 08512
- May 15, 2019: A Field Trip then a Dinner Presentation on I-295 Direct Connect project at Adelphia Restaurant and Lounge, 1750 Clements Bridge Rd, Deptford Township, NJ 08096.
- June 19, 2019: Member Appreciation Event at Topgolf in Mt. Laurel, NJ.

<u>Operating Budget (As of 6/30/19)</u>		<u>Membership (As of 6/30/19)</u>	
Starting Balance (4/1/19)	\$111,862.34	Starting Membership (4/1/19)	190
Revenue	\$ 21,658.94	Losses	26
Expenses	\$ 21,985.91	Gains	10
Ending Balance (6/30/19)	\$111,535.37	Ending Membership (6/30/19)	174

Events scheduled during next quarter:

- July 17, 2019: Scholarship Fundraiser Golf Outing will be held at Little Mill Country Club
- September 12, 2019: A Board of Directors Meeting will be held prior to the dinner meeting.
- September 12, 2019: A joint meeting with ASHE NC-NJ on the NJ Capital Program. The event will be held at the Cranbury Inn 21 South Main Street, Cranbury, NJ 08512.

Miscellaneous Items:

- None.

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

**SW Penn Section
Regional Directors Quarterly Report
(April 2019 – August 2019)**

Officers:

President:	Eric Meyer	emeyer@wrallp.com
Vice President:	Steve Wiedemer	Stephen.wiedemer@makerintl.com
Secretary:	Melissa Heffern	mheffern@spkengr.com
Treasurer:	Carl Buchanan	cbuchanan@spkengr.com

Events scheduled during this quarter:

- August 13, 2019 – Summer Board Meeting – Angelo’s Restaurant

Operating Budget (As of 6/1/19)		Membership (As of 8/1/19)	
Starting Balance (6/1)	\$82,585.90	Starting Membership (12/1)	290
Revenue	\$1,943.06	Losses	0
Expenses	\$5,125.00	Gains	4
Ending Balance	\$79,403.96	Ending Membership (paid)	294

Events scheduled during next quarter:

- September 13, 2019 – Summer Golf Outing – Hannastown Golf Club
- September 25, 2019 – Monthly Dinner Meeting – Stone Villa Winery, Acme, PA
- October 30, 2019 – TBD

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

**Williamsport Section
Regional Directors Quarterly Report
(May 2019 – August 2019)**

Officers

President:	Jesse Smith	jsmith@livicco.com
Vice President:	TBD	
Secretary:	Jason Campbell (Acting)	jcampbell@mctish.com
Treasurer:	Scott Hunter	ashewmspttreasurer@gmail.com

Activities:

The following is a summary of key activities for this quarter:

- 5/15/19- Paul King from PennDOT- Deep Foundations- Drilled Shafts on CSV T River Bridge
- 6/21/19- Annual Golf Outing

<u>Operating Budget (As of 7/31/19)</u>		<u>Membership (As of 7/31/19)</u>	
Starting Balance (5/1)	\$6,740.78	Starting Membership (5/1)	86
Revenue	\$12,211.31	Losses	0
Expenses	\$8,925.54	Gains	0
Ending Balance	\$10,026.55	Ending Membership (paid)	86

Events scheduled during next quarter:

- 9/18/19- Ted Deptula- CSV T River Bridge Tour
- 10/23/19- Joe Lyons- PennDOT ITS
- November- PennDOT Soils Slide Inventory

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- None

End of Report

REGION REPORT

Southeast Region Regional Directors Report (from – 03/05/19 to 09/04/19)

Regional Officers

President:	Len Pappalardo	lpappalardo@keville.com
Vice President:	Sunserea Dalton	Sunserea.Dalton@jacobs.com
Secretary:	Holly Painter	holly.painter@kci.com
Treasurer:	Donna McQuade	McQuadeD@pondco.com

Reporting Regions:

Northeast Florida, Central Florida, Gulf Coast/South Florida, Tampa Bay, Georgia, Tennessee, Phoenix Sonoran, Houston, and Dallas

Activities:

The following is a summary of key activities for this quarter:

- National Conference in Tennessee May 2019
- May 28, 2019 – SE Region Board Meeting
- Regional President and Vice President selected

<u>Operating Budget (As of 3/5/19)</u>	
Starting Balance (12/17/18)	\$ 1,118.53
Revenue	\$ 0
Expenses	\$ 119.00
Ending Balance	\$ 999.53

Events scheduled during next quarter:

N/A

End of Report

SECTION REPORT

Northeast Florida Section Regional Directors Report (from 03/06/19 to 09/01/19)

Officers

President:	Stephen Park, PE	stephen.park@rsandh.com
1st Vice President:	Will Lyon, PE	wlyon@prosserinc.com
2nd Vice President:	Brett Harbison, PE	bharbison@meskelengineering.com
Secretary:	Jen Hawkins, AICP	HawkinsJL@pondco.com
Treasurer:	Donna McQuade	McQuadeD@pondco.com

Activities:

The following is a summary of key activities for this quarter:

- May 16, 2019 - ASHE - NEFL Luncheon - FDOT District 3 Design Initiatives
- Aug 22, 2019 - ASHE - NEFL Luncheon - FDOT District Secretary

<u>Operating Budget (As of 03/05/19)</u>		<u>Membership (As of 09/01/19)</u>	
Starting Balance	\$ 53,051.24	Starting Membership	205
Revenue	\$ 59,075.50	Losses	20
Expenses	\$ 54,075.50	Gains	15
Ending Balance	\$ 57,834.98	Ending Membership (paid)	200

Events scheduled during next quarter:

- Sep 27, 2019 - ASHE Golf Tournament

Miscellaneous Items:

- Scholarship Funding:
 - 2016 - Approximately \$15,300
 - 2017 - Clay Shoot \$9,000
 - 2017 - ASHE Golf Tournament \$16,000
 - 2018 - Clay Shoot \$9,000
 - 2018 - ASHE Golf Tournament \$16,000
 - 2019 - Clay Shoot \$9,000

Milestones:

The following is a summary of key milestones for this quarter:

- n/a

End of Report

SECTION REPORT

Central Florida Section Regional Directors Report (May – August 2019)

Officers

President:	Glenn Pressimone, PE	Glenn.Pressimone@CFXWay.com
Vice President:	Erin Kelley	ekellev@jci-insurance.com
Secretary:	Sherman Klaus, PE	sklaus@balmoralgroup.us
Treasurer:	Gary Kuhns, PE	glkuhns@g-e-c.com

Activities:

The following is a summary of key activities for this quarter:

- **Transportation Tuesday, July 23rd:** This monthly event was held at the newly reopened Wally's in Orlando's Mills50 District. A god time was had by all attendees.
- **Thursday, August 22nd, 5:30-8:30pm** at Winter Park Farmers Market, we held our annual officer's induction and annual banquet event. This year's upcoming officers and directors were sworn in by ASHE's past president Greg Dutton. The event was well attended with approximately 80 plus attendees where Orange County's Mayor Demings was the keynote speaker. After the Mayor's talk, everybody had a great time partaking in Tailgate events such as Football Toss and Bean Bag Toss (aka Cornhole Toss). It was an extremely successful event that was organized and coordinated by the recent ASHE *Young Engineer of the Year* Laura Campos.
- **Technical Luncheon, Wednesday, September 18th;** this upcoming event will be a Technical Luncheon to learn more about Pavement Preservation with Tanya Nash from Asphalt Testing Solutions & Engineering, LLC who is sponsoring the event. Attendees will be eligible to earn 1 PDH. The event will be held at **Central Florida Expressway Authority (CFX)**.

Operating Budget ⁽¹⁾		Membership ⁽²⁾	
Starting Balance (3/1/19) (Checking and PayPal Account)	\$5,185.60	Starting Membership (12/7/18)	76
Revenue Expected	\$3,750.00	Losses	0
Expenses Expected	\$2,500.00	Gains	5
Ending Balance Expected	\$6,435.60	Ending Membership As of (8/29/19)	81

Notes:

1. Does not include Petty Cash of \$305.00 or Valencia Foundation Scholarship Fund of \$10,500.00.
2. Membership has been reconciled with National.

Events scheduled during next quarter:

- 2019-2020 Annual Membership Drive Online; Starting Tuesday August 20th thru Monday September 16th.
- Transportation Tuesday on October 8th location TBD
- Transportation Tuesday for November 12th –location TBD
- Transportation Tuesday for December 10th –location TBD
- Annual Holiday Party – Date and Location pending.

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- Continue to create involvement with our members by organizing events that members and new members can attend and grow our membership by having our events open to everyone in the industry.

End of Report

SECTION REPORT

South Florida Section Regional Directors Report (from 03/05/19 to 9/4/19)

Officers

President:	Naldo Gonzalez	ngonzalez@gfnet.com
Vice President:	Jose Gomez	jgomez@ecslimited.com
Secretary:	Yamila Hernandez	yamila.hernandez@wsp.com
Treasurer:	Hugo Gutierrez	Hugo.Gutierrez@hdrinc.com

Activities:

No report received

End of Report

SECTION REPORT

Tampa Section Regional Directors Report (from 06/01/19 to 08/30/19)

Officers

President:	Sunil Jakhadi, PE	Sunil.Jakhadi@wsp.com
Vice President:	Pavan Paiavula, PE	PPaiavula@drmp.com
Secretary:	Lance Croft	lcroft@mc2engineers.com
Treasurer:	Carlos Ramirez, PE	cramirez@garretteg.com

Activities:

The following is a summary of key activities for this quarter:

- March 12, 2019 - Christina Colon, FTE (Turnpike Initiatives)
- July 2019 – membership social at Dave & Busters
- August 2019 – officer transition dinner

<u>Operating Budget (As of 8/30/19)</u>		<u>Membership (As of 3/5/19)</u>	
Starting Balance	\$ 28,836.93	Starting Membership	83
Revenue	\$ 2,405.00	Losses	24
Expenses	\$ 2,671.85	Gains	10
Ending Balance	\$ 28,570.08	Ending Membership (paid)	69

Events scheduled during next quarter:

- September Membership Meeting – Ananth Prasad, PE, Chairman of FTBA, M-Cores
- October Membership Meeting – Timothy Woodward, Liability Laws and Professional Engineers
- Tampa Bay Transportation Supersession – late October

Miscellaneous Items:

- Scholarship Funding:
 - \$48k endowment at University of South Florida – awards 1-2 scholarships annually

Milestones:

The following is a summary of key milestones for this quarter:

- n/a

End of Report

SECTION REPORT

Georgia Section
(from March 1 – August 30)

Officers

President:	Mindy Sanders, P.E.	mhsanders@pontengineering.com
1st Vice President:	Richard Meehan, P.E.	richard.meehan@loweengineers.com
2nd Vice President:	Shawn Fleet, P.E.	sfleet@heath-lineback.com
Secretary:	Lindsey Dunnahoo, P.E.	lindsev.dunnahoo@aec.com
Co-Secretary:	Jennifer Lott, P.E.	bcox@clarkpatterson.com
Treasurer:	Sarah Blackburn, P.E.	sarah.blackburn@greshamsmith.com
Co-Treasurer:	Brad Cox, P.E.	bcox@clarkpatterson.com
Director:	Jason Hewatt	Jason.Hewatt@forterrabp.com
Director:	Jared Estes	jestes@maserconsulting.com
Director:	Jenny Jenkins, P.E.	jjenkins@vhb.com
Past President:	Rob Dell-Ross, P.E.	rdellross@roswellgov.com

Activities:

The following is a summary of key activities for this quarter:

- **March 3 - 2019 Transportation Winter Workshop**, partner with Georgia ITE to organize a 1.5 day technical program geared towards younger members
- **March 21 – Annual ASHE Poker Tournament – 98 Participated**
- **April 19th – Luncheon – Cities of Roswell and Johns Creek – 110 Attended**
- **May 2nd – Golf Tournament @ River Pines – 114 Participated**
- **June 21 – Lunch and Officer Inductions; Presentation by Tim Matthews on Managed Lanes – 125 Attended**
- **August 22 – Bowling Tournament – 40 teams (160 people) participated with additional spectators benefitting Babs Abubakari Memorial Scholarship**

<u>Operating Budget (As of 8/31/19)</u>		<u>Membership (As of 8/31/19)</u>	
Starting Balance (6/1)	\$117,190.86	Starting Membership (5/31)	558
Revenue	\$47,056.57	Losses	0
Expenses	\$10,094.61	Gains	37
Ending Balance (8/31)	\$154,152.82	Ending Membership (paid)	595
		Student Membership if known	43

Events scheduled during next quarter:

- **September 20 - Luncheon**
- **September 11 – Kaiser Permanente Run**
- **October (TBD) - Luncheon**
- **November – ASHE Hosting a Happy Hour at Transportation Summit**
- **December (TBD) – Holiday Party – Invitation extended to Mike Hurtt**

- Service Project TBD

Miscellaneous Items:

- Changes to Bylaws
- Research on Banks
- Website Updated – Launched July 2019
- Social Media accounts improving outreach: LinkedIn, Twitter, Facebook, Instagram
- Working towards expanded regular events to Augusta and Savannah

End of Report

SECTION REPORT

Middle Tennessee Section Regional Directors Report (From July– September)

Officers

President:	Luke Sullivan	Luke.Sullivan@wsp.com
1st Vice President:	Shaun Armstrong	Shaun.armstrong@tn.gov
2nd Vice President:	Daniel Jordan	Daniel.Jordan@hdrinc.com
Secretary:	Leanna Whitwell	lwhitwell@ttlusa.com
Treasurer:	Jeff Shaver	jshaver@cecinc.com

Activities:

The following is a summary of key activities for this quarter:

- The August lunch meeting included Mr. Shane Slaughter with KCI Technologies, Inc. presenting on Subsurface Utility Engineering (SUE).
- The September lunch meeting will be Michelle Hunt & Zane Pannell with TDOT Strategic Transportation Initiatives Division presenting on Wildlife Shenanigans
- There was no July lunch meeting.
- Section Board meetings- July 17 & August 21
- Middle TN ASHE golf scramble- September 9
- 2019 ASHE National Conference “Thank you” social for volunteers August 28 at Hi Fi Clyde’s

Operating Budget (As of 8/29/2019)		Membership (As of 8/29/2019)	
Starting Balance	\$22,336.32	Starting Membership	356
Revenue	\$20,699.60	Losses	0
Expenses	\$12,098.65	Gains	0
Ending Balance	\$30,937.27	Ending Membership (paid)	356

Events scheduled during next quarter:

- Gentry Farm Fall social event October 19
- Angel Tree Community Service Day December 14

Miscellaneous Items:

None

End of Report

SECTION REPORT

ASHE Sonora Section Regional Directors Report (September 2019)

Officers

Name	Role	Organization	E-Mail	Phone
BOARD MEMBERS				
James Barr	President	T.Y. Lin	James.barr@tylin.com	480-968-8814
Ryan Hudson	1st Vice President	City of Mesa	Ryan.hudson@mesaaz.gov	480-644-2627
Josiah Roberts	2nd Vice President	AECOM	Josiah.roberts@aecom.com	602-648-2439
Susie Mason	Treasurer	Gannett Fleming	smason@gfnet.com	602-553-8817 ext 8222
Melissa Boyles	Secretary	Jacobs	Melissa.boyles@jacobs.com	480-518-2353
Al Field	1st Year Director	Al Field & Assoc.	Al.field@alfield-assoc.com	602-616-3618
Suzanne Lansford	2nd Year Director	Redd, Inc.	Suzanne.lansford@redd-inc.com	480-305-5123
Yvette LeDesma	3rd Year Director	Kiewit	Yvette.ledesma@kiewit.com	602.376.0043
Jessica Fly	3rd Year Director	WSP	Jessica.fly@wsp.com	480-449-4935
Jesse Gutierrez	3rd Year Director	ADOT	jgutierrez@azdot.gov	xxx-xxx-xxxx
Steve Boschen	Past President	ADOT	sboschen@azdot.gov	602-712-7391
Jovan Iljevski	Student Chapter Liaison	WSP	Jovan.iljevski@wsp.com	xxx-xxx-xxxx

Activities:

The following is a summary of key activities for this quarter:

- ☐ The Sonoran Section has been on summer break (July and August)
- ☐ The Annual Member Appreciation Event was hosted August 15, 2019
- ☐ The first Board meeting of the current team took place August 30, 2019

Treasurer's Report

- ☐ See Attached

Events scheduled during next quarter:

- Sep 10, 2019 Program – SR101 Pima Design Build Update; ACEC is sending the notice for the program Aug 30 or Sep 3
- ☐ Oct 8, 2019 Program
- ☐ Nov 12, 2019 Program & Toy/Food Drive
- ☐ Dec 10, 2019 Program & Food Drive
- ☐ Jan 14, 2020 Program
- ☐ Feb 11, 2020 Program
- ☐ March 10, 2020 Program
- ☐ April 14, 2020 Program (Conflicts with AzTA/ADOT Conference in Flagstaff)
- ☐ May 12, 2020 Program
- ☐ June 9, 2020 Program

Miscellaneous Items:

- ☐ NA

Treasurer's Financial Report

for Month Ending: 08/30/19

05/01 through 05/31/19 (Cash Basis)

Beginning Balance:

\$ 39,485.86

INCOME 21,700.00

Memberships:Initiations Fees \$25 75.00

Memberships:Local Dues \$30 3,450.00

Memberships:National Dues \$20 2,300.00

Late fee collected

Newsletter Sales 1,500.00

Program Mtg. Sales 2,675.00

ASCE Conference

Golf Income 11,700.00

EXPENSES 0.00 20,679.49

Conferences:ASCE 500.00

Conferences:National ASHE travel

Bank /Square Fees 281.65

ASCE Fees

Supplies & Materials 89.99

Membership Expenses:Appreciation Exp 1,569.70

Membership Expenses:Initiation Fees Exp \$25

Membership Expenses:National Dues Exp \$20

1,094.50

Program Meeting Cost - June 2019

Postage & Shipping 14,470.87

2019 Golf Tournament 573.67

Gold Service fees 2,000.00

2020 Golf Tournament 99.11

Food & Beverage 5/03/19

OVERALL TOTAL 1,020.51

Ending Operating Cash 40,506.37

Scholarship Fund \$ 6,314.30

TOTAL Scholarship Fund Income \$ 6,314.30

ENDING CASH BALANCE \$ 46,820.67

SECTION REPORT

Houston Section Regional Directors Report (from April 2019 to June 2019)

Officers

President:	Kim Sachtleben	ksachtleben@costelloinc.com
1st Vice President:	Inas Aweidah	inas.aweidah@aecom.com
2nd Vice President:	Alena Mikhaylova	alena.mikhaylova@rinkerpipe.com
Secretary:	Brandon R. Circle	bcircle.ashe@gmail.com
Treasurer:	Adam White	Adam.White@ngi.no

Activities:

The following is a summary of key activities for this quarter:

- 4/11/2019; 2nd Annual Client Connection Round Table – *Transportation agency leaders and contractors lead discussions on upcoming projects and how to work with them.*
- 5/9/2019 Mat General Lunch Meeting – Presented by Laura Ryan, Texas Transportation Commissioner – *Statewide Transportation Update*
- 6/20/2019; Presented by Patrick Grant, Schematic Design Supervisor for the TxDOT Houston District - *Summary of upcoming projects in Houston*

<u>Operating Budget (As of 6/30/19)</u>		<u>Membership (As of 6/30/19)</u>	
Starting Balance (4/1/2019)	\$9,042.26	Starting Membership	68
Revenue	\$2,215.00	Losses	0
Expenses	\$1,852.47	Gains	17
Ending Balance	\$14,451.02	Ending Membership (paid)	85

Events scheduled during next quarter:

- July – no meetings or events
- August 1, 2019 ASHE Young Member Committee Happy Hour – Yard House
- August 8, 2019, Steve Clark, Principal with Arup in Houston, TX - High Speed Rail
- September 12, 2019, General Luncheon, Guest speaker Paul A. Avery, MSME, Technology Solutions Manager Design and Consulting Services – *How Connected and Automated Vehicle Technologies Improve Safety for all Road Users.*
- September 18, 2019, ASHE Young Member Committee event, *Take Me Out to the Ballgame*

Student Chapter update

N/A

Miscellaneous Items:

- None

Milestones:

The following is a summary of key milestones for this quarter:

- We added 17 new members, lost 0. We currently have a total of 85 members
- Released ASHE Houston Summer Newsletter

End of Report

SECTION REPORT

DALLAS/FORT WORTH Section Regional Directors Report (3/06/2019 – 8/29/2019)

Officers

President:	Markus Neubauer	MNeubauer@pkce.com
1st Vice President:	Laura Weber	LJWeber@laneconstruct.com
2nd Vice President:	Siva Pathivada	siva.pathivada@terracon.com
Secretary:	Kim Macy	KMacy@braunintertec.com
Treasurer:	Hossein Hosseiny	HHosseiny@bgeinc.com

Activities:

(Note in particular PDH-worthy events and joint meetings & events)

The following is a summary of key activities for this quarter:

- March 26: ASHE-DFW General Member Lunch – Texas Highspeed Train Talk (PDH)
- April 23: ASHE-DFW General Member Lunch – TxDOT PEPS – Martin Rodin
- May 28: ASHE-DFW General Member Lunch – Speaker: On the Horizon for TxDOT's Freight & International Trade – Speaker: Caroline Mays
- June 25: ASHE-DFW General Member Lunch – Managing Growth by Building Smarter Speaker: TxDOT Dallas District Deputy District Engineer – Ceason Clemons
- August 27: ASHE-DFW General Member Lunch – on the horizon for DFW International Airport

<u>Operating Budget (As of 08/29/19)</u>		<u>Membership (As of 08/29/19)</u>	
Starting Balance (03/06/19)	\$ 11084.23	Starting Membership (03/06/19)	6
Revenue	\$ 10,002.18	Losses	0
Expenses	\$ 10,581.89	Gains	37
Ending Balance	\$ 10,099.52	Ending Membership (paid)	43
		Student Membership if known	0

Events scheduled during next quarter:

- September 24: ASHE-DFW General Member Lunch
- October 22: ASHE-DFW General Member Lunch
- November 26: ASHE-DFW General Member Lunch

Student Chapter update

- N/A

Miscellaneous Items:

- N/A

Milestones:

The following is a summary of key milestones for this quarter:

- N/A

End of Report