



CALL TO ORDER: Timothy W. Matthews, PE

President Matthews called the meeting of the National Executive Committee of the American Society of Highway Engineers to order at 1:00 PM. The meeting was held at The Whitehall, 1700 Smith Street, Houston, TX 77002.

ROLL CALL:

<u>Present:</u>	<u>Name</u>	<u>Office</u>
	Timothy W. Matthews, PE	President
	Leigh B. Lilla, PE	First Vice-President
	Stan A. Harris, PE	Second Vice-President
	Thomas S. Morisi	Secretary
	P. Frank O’Hare, PE	Treasurer
	Michael D. Hurtt, PE	Immediate Past President
	Nancy A. Morisi	Administrative Assistant
	Amanda Schumacher	PR Committee Chair
<u>Absent:</u>		

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

DISCUSSION:

Branding

President Matthews stated that ASHE, as an organization, does not do a good job in getting the word out on all that ASHE has to offer. The slogan “The Transportation Industry’s Premier Networking Organization” is very prominent on our website. However, the mission statement is less prominent but spells out what ASHE is about. We need to develop strategies on how to promote the mission of ASHE and we need input from all National Board meeting participants. A discussion will be held at tomorrow’s National Board Workshop and President Matthews’ goal is to encourage participation by all in attendance.

National Board Expense Policy & General Information Guidelines for Board Members

Secretary Morisi presented a revised National Board Expense Policy which reflected the following changes:

- Item 2: The following statement was added: Attendees will be responsible for costs over the ASHE quoted room rate if reservations are not made by the reservation deadline.
- Item 4: The language was changed to remove a specific mileage rate and provide a “rate as established by the National Board and recorded in the board meeting minutes”

Motion by Hurtt to adopt the updated National Board Expense Policy & General Information Guidelines for Board Members; seconded by Morisi; all in favor.



Following Governing Documents

Secretary Morisi noted that, throughout the organization, there seems to be a lack of knowledge in the governing documents such as the Constitution and Bylaws.

Set Meetings for the Year

Secretary Morisi requested that we establish meeting dates for the remainder of this fiscal year in order to allow Board members to plan appropriately. President Matthews noted that he is working on those dates and will provide them soon. He plans to have in-person meetings as follows:

- October – Virginia
- January – Jacksonville
- March – Cincinnati

Cooperation Arranging National Board Meeting

Secretary Morisi reported on the effort required to arrange a National Board meeting including finding a facility, negotiating fees, arranging meals and transportation, etc. When contracts are signed, hard dates are set for room reservations and meal arrangements. He noted it would be appreciated if attendees could comply with the required deadlines.

Section Versus Chapter

Secretary Morisi stated that ASHE has Sections and not Chapters. This is established by our governing documents and may have legal ramifications. The use of the term “Chapters” needs to be eliminated.

ADJOURNMENT:

- The meeting adjourned at approximately 2:40 PM.

Respectfully Submitted,

Thomas S. Morisi
National Secretary