



**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 Marriott Norfolk Waterside, 235 East Main Street, Norfolk, VA 23510.

**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
	Nancy A. Morisi	Administrative Assistant
<u>Absent:</u>	P. Frank O’Hare, PE	Treasurer
	Michael D. Hurtt, PE	Immediate Past President

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

**DISCUSSION:**

**New Sections Budget to Pay for Event in Austin**

Motion by Lilla to reimburse the Central Texas Section expenses totaling \$1,066.00 for their chartering meeting and to charge that same amount to budget line item G103.0; seconded by Harris; all in favor.

**New Sections Protocol**

Discussion was held regarding procedures associated with the chartering of a new Section. Lately Sections have been chartered without by-laws in place and without payment sent to National for chartering members. This has caused confusion with the new Sections and created difficulty for National in obtaining payment for chartering members. The Executive Committee recommends the New Sections Committee update the New Section Start Up Procedures (Document D16) as saved in the Operations & Resource Center on the National website. Additionally, the Executive Committee is directing that new Sections will not be chartered until bylaws are in place and payment for chartering members is received by National.

**New Ad-Hoc Committee Members and Strategic Plan Committee**

President Matthews expressed desire to create an Ad-Hoc Committee utilizing some of our newer leadership to look at making the overall organization more diverse. He would like this committee to tie their goals to the Strategic Plan. After discussion, it was decided to create a Diversity and Growth Committee and to discuss its creation at the National Board meeting to follow.



**Open Discussion**

Discussion was held as to the necessity of a motion at the National Board meeting to distribute exposure fund monies since those monies are already allotted in the budget. Following discussion, it was decided to proceed with a motion.

**ADJOURNMENT:**

- The meeting adjourned at approximately 2:05 PM.

Respectfully Submitted,

Thomas S. Morisi  
National Secretary