



ASHE National Executive Committee Meeting Minutes
January 21, 2022

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 2:00 PM. The meeting was held at the Double Tree by Hilton, Jacksonville Riverfront, 1201 Riverplace Boulevard, Jacksonville, FL 32207.

ROLL CALL: Thomas S. Morisi

| <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 |
| <u>Absent:</u> | | |

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

DISCUSSION:

SE Region Board Meeting

Mr. Matthews reported that he attended the SE Region Board Meeting and provided an overview of that meeting. Membership throughout the Region is maintaining or slightly decreasing. Sections are struggling to put people in a leadership role and are having issues with people responding to membership renewal requests. Ms. Lilla suggested that the Region ask the best Sections how they handle membership and create a best management practices document. Much of the problem seems related to officer turnover. It is the recommendation of the Executive Committee that Sections consider requiring the term of the Secretary and Treasurer to be longer than one year. Mr. Matthews will make this recommendation to the full Board at the National Board meeting.

Nomination Committee

Mr. Hurtt reported on the results of this year's officer and director nominations. Don DiZuzio will be the incoming 2nd Vice President. Notices for National Awards have been sent out. He reminded the Committee that the incoming directors should be invited to the March National Board Meeting.



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Don DiZuzio Expense Report

Motion by O'Hare to approve Mr. DiZuzio's November 5, 2021 expense report totaling \$1,085.07; seconded by Harris; all in favor.

Reports from Committees

Ms. Morisi reported that committee report due dates are sent out one to two months ahead of the due date then three to four reminders are sent out. For this meeting, less than half of the reports were received by the deadline. Some reports were received so late it was not possible to distribute until today. Mr. Morisi noted the purpose of receiving reports prior to the meeting is so the Board members have an opportunity to review them prior to the meeting for discussion at the meeting. Several options were discussed to solve the issue, but a final resolution was not found. **Mr. Morisi will report this problem at the National Board Meeting.**

Hybrid Meeting

Mr. Morisi reported that some Board members that could not make this meeting inquired as to joining virtually. Mr. Morisi overview ways to create a hybrid meeting but given the size of the Board, the area occupied and the difficulty of transporting the necessary equipment, there is no effective way to conduct a hybrid meeting. There is no support at the Executive Committee level to provide hybrid meetings. Board members need to meet in person to be held accountable for their duties and assignments.

Past Due Assessments

Mr. Morisi noted there several assessments that did not meet the October 1st deadline and were assessed a penalty. Mr. O'Hare noted how much the 10% penalty costs the member of these Sections and feels those members should know their dues are being used to pay the penalty for not submitting the assessment on time. **Following discussion, it was concluded to revise the letter going out with assessments to emphasize the August 1st deadline more than the October 1st past due penalty.**

National Board Meeting at National Conference

Ms. Lilla suggested that the National Board Meeting at the National Conference be moved from Sunday morning to Saturday morning. The pros and cons of such a move were discussed. **Ms. Lilla and Mr. Matthew will review the governing documents to see if such a move is possible.**

ADJOURNMENT:

Motion by Hurtt to adjourn the meeting; seconded by O'Hare; all in favor. The meeting was adjourned at 3:40 PM.

Respectfully Submitted,

Thomas S. Morisi
National Secretary