



ASHE National Board Meeting Minutes
March 3, 2026

CALL TO ORDER: Jim Shea, PE

President Shea called the meeting of the National Board of the American Society of Highway Engineers to Order at 3:30 PM. The meeting was held via TEAMS

ROLL CALL: Jim Shea, PE

Name	Office	Attendance
Jim Shea, PE	President	Present
Kathryn E. Fink, PE	First Vice-President	Present
Michael D. Bywaletz, PE	Second Vice-President	Present
Thomas S. Morisi	Secretary	Absent
Samir D. Mody, PE	Treasurer	Present
Donato Di Zuzio, PMP	Immediate Past President	Present
Nancy A. Morisi	Administrative Assistant	Absent
JT Lincoln, PE	Three Year Director – Northeast Region	Present
Nimish Desai, PE	Three Year Director – Mid-Atlantic Region	Present
Kathy Johnson, PE	Three Year Director – Great Lakes Region	Present
Glen T. Kartalis, PE	One Year Director – Northeast Region	Present
David M. Stills, PE	One Year Director – Great Lakes Region	Present
Ronald W. Osterloh, PE	One Year Director – Southeast Region	Present
Nikole A. Cao, PE	Two Year Director – Southwest Region	Present
Robert G. Prophet, PE	Two Year Director – Northeast Region	Absent
Brian D. Post, PE	Two Year Director – Mid-Atlantic Region	Absent
Sunserea Gates	Two Year Director – Southeast Region	Absent
David A. Greenwood, PE	Operations & Oversight Committee Chair	Present

Note: Actions of the National Board are Highlighted in yellow.

Assignments or actions pending are highlighted in green.

NOMINATING: Donato Di Zuzio, PE

MOTION: Motion by the Committee to approve the following updated Slate of Officers for the 2026-2027 Fiscal Year; seconded by Bywaletz; all in favor.

- National President: Kathryn E. Fink, PE (Pittsburgh Section)
- National 1st Vice President: Michael D. Bywaletz, PE (Carolina Piedmont Section)
- National 2nd Vice President: Glen T. Kartalis, PE (New York Metro Section)
- National Secretary: Thomas S. Morisi (Altoona Section)
- National Secretary-Elect: David M. Stills, PE (Derby City Section)
- National Treasurer: Samir D. Mody, PE (Southern New Jersey Section)
- Immediate Past National President: Jim Shea, PE (Lake Erie Section)
- One Year Directors
 - Mid-Atlantic Region: Brian D. Post, PE (Chesapeake Section)
 - Sunsera Gates, (Central Florida Section)
 - Nikole A. Coa, PE (Houston Section)
 - Robert G. Prophet, PE (Delaware Valley Section)
- Two Year Directors
 - Northeast Region: JT Lincoln, PE (Franklin Section)
 - Mid-Atlantic Region: Nimish Desai, PE (Chesapeake Section)
 - Great Lakes Region: Kathy Johnson, PE (Lake Erie Section)
- Three Year Directors
 - Great Lakes Region: Dustin T. Quincy, PE (Circle City Section)
 - Southeast Region: Haley R. Slifko, PE (Tennessee Valley Section)
 - Northeast Region: Scott Cortese, PE (North Central New Jersey Section)

SECRETARY UPDATE:

None

TREASURER UPDATE: Samir D. Mody, PE

- Sections' finances are currently in good shape
- Updated live budget document was provided for review
- Income is currently slightly ahead of expenses
- Investment account balance remains strong and continues to grow

BUDGET DEVELOPMENT: Kathryn E. Fink, PE

- Ms. Fink working through budget development and has connected with or will be connecting with all committee chairs for discussion
- Ms. Fink is cleaning up various budget line items (i.e. awards)
- Mr. Mody requested line item codes remain the same



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MOVING OF FUDGET FUNDS/STARCHAPTER:

- Mr. Mody confirmed that rebalancing of budget within the committee total can be done by committee chair email to Sam. No vote is required.
- Mr. Mody confirmed that budget rebalancing between committees requires a vote
- Mr. Shea will likely propose a motion to shift money from Membership to Technology in April.

APRIL MEETING UPATE: Jim Shea, PE

- Mr. Shea shared the current attendance for the April meeting and noted that it will be nice to have so many people in attendance

OTHER TOPICS:

- Ms. Fink had questions about the Project of the Year award winners' lunch expenses at the conference and will follow up with Mr. Hurtt to see who pays for this
- Mr. Mody to provide guidance to the Board regarding what are eligible expenses for the 2026 ASHE National Conference
- ASHE Conference Booth was discussed. We would like to keep a general ASHE booth. This can remain on Scanner line item. Mr. Greenwood to connect with Jen Hendricks on booth responsibilities.

ADJOURNMENT:

MOTION: Motion by Shea to adjourn the meeting; seconded by Bywaletz; all in favor.

The meeting adjourned at 4:30 PM.

Respectfully Submitted,

Thomas S. Morisi
National Secretary

Item	OPERATING INCOME	Proposed Budget FYE 2026	Actual Income as of 2.28.26	
B	Conference seed money returned (2025 Conf.)	\$ 15,000.00	\$ 15,000.00	Notes
C	Conference Income	\$ -	\$ 40,808.41	2025 Conference Distribution
D	Credit Card Cash Back Rewards	\$ 2,500.00	\$ 254.25	6.14.25, 9.15.25, 10.16.25
E	Lifetime Member Pins	\$ 500.00	\$ -	
G	Member assessment	\$ 140,000.00	\$ 123,640.00	6,182 renewals @ \$20/member (6,168 Mem. + 14 Students)
H	National Project of the Year	\$ 1,500.00	\$ 1,000.00	Entry fees for 10 Projects
I	New members initiation fees	\$ 35,000.00	\$ 38,565.00	857 new members @ \$45/member
J	Other Income	\$ 1,500.00	\$ 360.00	
K	Past Presidents' pins	\$ 1,000.00	\$ 1,350.00	18 Pins @ \$75/each
L	Sponsorship:		\$ -	
	L100.0 Sponsorships - Multiview	\$ 6,500.00	\$ 4,655.78	6/25, 7/25, 8/25 & 12/25 = 4 months
	L101.0 Sponsorships - Scanner	\$ 35,000.00	\$ 18,600.00	10 Sponsorships
	L102.0 National Scholarship Foundation	\$ -	\$ 5,500.00	2 Sponsorships
	Total	\$ 238,500.00	\$ 249,733.44	
	Increase of Demand Assets from Investment	\$ 110,115.00	\$ 60,000.00	6/3 (30k), 7/24 (\$20k), 8/12 (\$10k); Returned \$50,000 (10/16)
	Total Inflow to Operating Budget	\$ 348,615.00		
FYE 2026 >>>> June 1, 2025 to May 31, 2026				

Item	NO.	EXPENSES	Proposed Budget FYE 2026	Actual Exp. as of 2.28.26	Notes
A. BUDGET/AUDIT COMMITTEE					
A101.0		Budget/Audit Committee	\$ -	\$ -	No necessary expenses
		TOTAL:	\$ -	\$ -	
B. CONSTITUTION & BYLAWS COMMITTEE					
B101.0		Constitution and Bylaws Committee	\$ -	\$ -	No necessary expenses
		TOTAL:	\$ -	\$ -	
C. EXECUTIVE COMMITTEE					
C102.0		Audit & CPA, Assoc. fees	\$ 11,500.00	\$ 9,487.25	2nd , 3rd and 4th Q Payroll Reports; Tax Returns for 5.31.25; Section/National Audit
C103.0		Awards, pins, & ribbons	\$ 7,500.00	\$ 2,934.53	This includes conference physical awards - need to buy pins this year
C104.0		Committee Chair travel for Board Mtg by President's invitation	\$ 5,100.00	\$ 1,105.28	Dick Cochrane (1.16.26)
C105.0		Hardware - Purchase and Repair of Computer(s)	\$ 2,500.00	\$ -	New computer
C106.0		Contingencies, legal, bank fees	\$ 1,000.00	\$ 311.38	Bank Fees thru 2.15.26
C107.0		Donations, memorials, gifts	\$ 500.00	\$ 56.11	Roland Nesslinger
C108.0		Employee - taxes: fica, unemployment, local	\$ 11,020.00	\$ 10,649.92	Taxes paid through 2.13.26
C109.2		Employee - compensation, wages, bonus, etc.	\$ 38,000.00	\$ 24,836.37	\$90 in Quicken Payroll Services (C106.0) + payroll (\$24,746.37) received through 2.18.26
C111.0		Insurance - business	\$ 8,500.00	\$ 5,011.00	Insurance vendor payments thru 1.3.26
C112.0		Employee - miscellaneous expenses	\$ 250.00	\$ -	
C114.3		Business Office - Rent	\$ 3,000.00	\$ 2,250.00	(June - December, 2025 + January - February, 2026 = 9 months to-date)
C115.0		Postage, UPS, Fed Ex. - Delivery	\$ 1,000.00	\$ 565.30	
C116.2		Office Supplies and Software: purchases and upgrades	\$ 4,500.00	\$ 3,148.54	Office supplies + Software (\$874.10); PR Expenses (\$2,274.44)
C117.0		President's travel & expenses (Not to board mtgs.)	\$ 15,000.00	\$ 3,531.77	Travel by President and 1st Vice President thru 12.31.25
C119.0		Refunds	\$ -	\$ (411.25)	To-date: R. Prophet, overdraft fees
C120.0		Executive Committee Meeting	\$ 8,225.00	\$ 9,275.59	Johnstown, PA (9.6.25); Cleveland, OH (9.26.25); Ft. Lauderdale, FL (1.16.26)
		TOTAL:	\$ 117,595.00	\$ 72,751.79	
D. NATIONAL SCHOLARSHIP FOUNDATION					
D101.0		National Scholarship Foundation	\$ 2,000.00	\$ -	Ongoing support of National Scholarship Fund
		TOTAL:	\$ 2,000.00	\$ -	
E. NATIONAL BOARD					
E101.1		Board Mtg. Directors Lodging	\$ 23,520.00	\$ 19,540.73	2025 National Conference; Cleveland (9.25-9.27.25); Ft. Lauderdale (1.15-1.17.26)
E101.2		Board Mtg. Directors Travel	\$ 34,000.00	\$ 21,466.44	2025 National Conference; Cleveland (9.25-9.27.25); Ft. Lauderdale (1.15-1.17.26)
E103.0		Board National Conference Registration	\$ 9,125.00	\$ 9,500.00	2025 National Conference
E104.0		Board Mtg. Expenses - Room rental, coffee, meals, etc.	\$ 15,000.00	\$ 7,662.51	Cleveland (9.25-9.27.25); Ft. Lauderdale (1.15-1.17.26)
		TOTAL:	\$ 81,645.00	\$ 58,169.68	
F. NATIONAL CONFERENCE COMMITTEE					
F101.0		Conference Banners Updates and Shipping	\$ 1,200.00	\$ -	\$1000 for updates/\$200 for shipping
F102.0		Upcoming ASHE National Conference Advance	\$ 15,000.00	\$ 30,000.00	Seed money for 2027 and 2028 National Conferences
F103.0		Annual ASHE National Conference Sponsorship	\$ 5,000.00	\$ 5,000.00	Sponsorship of Past Presidents Lunch
F104.0		NCC Committee Travel (Hotel Visit)	\$ 1,000.00	\$ 377.97	2028 Conference Hotel Visit
F105.0		Past Presidents' Stipend for National Conference	\$ 1,625.00	\$ 1,300.00	5 Past National Presidents @ \$325
F106.0		NCC Chair Stipends to Conference	\$ 1,500.00	\$ -	NCC attendee @ conference
		TOTAL:	\$ 25,325.00	\$ 36,677.97	
G. NEW SECTIONS COMMITTEE					
G101.0		Startup Grant	\$ 2,400.00	\$ -	Four(4) Sections @ \$600.00
G102.0		New Section Banners	\$ 1,200.00	\$ -	Three (3) Sections @\$400
G104.0		Travel - New Section startup & chartering	\$ 4,500.00	\$ 2,089.90	3 visits @ \$1,500 each
G107.0		Exhibiting (Booth & Attendees); AASHTO type conferences	\$ 6,000.00	\$ 6,298.42	MAASTO 2025 Expenses
		TOTAL:	\$ 14,100.00	\$ 8,388.32	
H. NOMINATING COMMITTEE					
H101.0		Expenses for the MOY, YMOY, Gene Smith and Lifetime of the Year National Awards.	\$ 4,500.00	\$ 6,021.62	4 Award Winners - Travel & Registration @ \$1,500 each. Awards paid under EC
		TOTAL:	\$ 4,500.00	\$ 6,021.62	
I. OPERATIONS OVERSIGHT COMMITTEE					
I102.0		National Directors Travel	\$ 7,000.00	\$ 904.67	Updated through 2.10.26; 10 directors local travel to 2 sections each @\$350
I103.0		Project of the Year - Awards & Committee Expenses	\$ 3,000.00	\$ 2,736.76	Includes committee chair travel and registration at conference. (incl. cost of the award + chair's travel)
I105.0		Exposure Funds to Regions (From Outreach Committee)	\$ 6,000.00	\$ 4,000.00	Southern NJ Section, SW Region
		TOTAL:	\$ 16,000.00	\$ 7,641.43	
M. PUBLIC RELATIONS COMMITTEE					
M103.0		Conference Exposure, Social Media	\$ 2,000.00	\$ 2,233.22	
M104.0		Promotional Materials, Social Media	\$ 2,000.00	\$ 800.00	
M105.0		Shipping - ASHE Display	\$ 1,000.00	\$ 382.28	
		TOTAL:	\$ 5,000.00	\$ 3,415.50	
N. SCANNER COMMITTEE					
N101.0		TNT / Committee Travel Expenses at 2025 ASHE Conference	\$ 850.00	\$ -	1 night @ \$225 + travel
N102.0		TNT / Trestle Vendor Invoices	\$ 60,000.00	\$ 44,808.28	2025 (Winter), 2026 (Spring, Summer, Fall, Winter) = 5 Issues to date
N103.0		Exhibiting booth at ASHE 2025 Conference	\$ 400.00	\$ -	At confernece cost of \$400
N104.0		Awards Giveaways	\$ 500.00	\$ 740.96	SAY awards
		TOTAL:	\$ 61,750.00	\$ 45,549.24	
O. STRATEGIC PLAN COMMITTEE					
O101.0		Strategic Planning Committee	\$ -	\$ -	No necessary expenses

Item	NO.	EXPENSES	Proposed Budget FYE 2026	Actual Exp. as of 2.28.26	Notes
		TOTAL:	\$ -	\$ -	
Q.	TECHNOLOGY COMMITTEE				
	Q106.0	J.M. Server Solutions - Invoices	\$ 9,000.00	\$ 8,733.10	Per JMSS invoices (as of 2.16.26)
		TOTAL:	\$ 9,000.00	\$ 8,733.10	
S.	MEMBERSHIP COMMITTEE				
	S101.0	Student Chapter Committee	\$ 500.00	\$ -	Hold small amount
	S102.0	Promo Material/Expenses	\$ 10,000.00	\$ -	Membership Drive Hold
		TOTAL:	\$ 10,500.00	\$ -	
T.	TREASURER				
	T101.0	Petty Cash	\$ 1,200.00	\$ -	
	T102.0	Transfer from Checking to Investment	\$ -	\$ -	Leave for unknown transfers
		TOTAL:	\$ 1,200.00	\$ -	
		Total Expenses	\$ 348,615.00	\$ 247,348.65	Budget: \$261,461.25 (based on 9 month proportionate share of expenses)
					Actual: \$247,348.65
FYE 2026 >>>> June 1, 2025 to May 31, 2026					