

Board Meeting 06/14/2024

14 June 2024 / 11:01 AM / Teams

ATTENDEES

Lindi Miller (HNTB), **Katie Story-Hogue (AFCO)**, Suzanne Peyton (LIT), Amanda Furr (Michael Baker), **Kristen Spickard (Garver)**, **Jessica Halbrook (Garver)**, **Julia Phillips (BGE)**, Jill Marchese(Darragh), **Claire Shoppe (McClelland)**, **Katie Rutledge(Halff)**, Keli Wylie(ARDOT)

Present attendees in **BOLD**

AGENDA

Approval of Minutes

- Minutes **APPROVED** as written: Lindi motioned to approve, Jessica 2nd



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AR-Board Meeting M

Old Business

Action Items:

- **COMPLETE-** Website update-Kristen
 - Upload Board Meeting Minutes, converting to PDF
- Bank Account officer updates-Jessica, Suzanne, Lindi, Keli/Zach-pending final signatures- NOT COMPLETE
- By-Law Review and WTS-I Review-Amanda
 - Emailed for review and comment-due July 8 for July Board meeting
 - WTS-I transitioning new Board members, announcement expected in Q3 for Bylaw reviews via email exchange with Carolyn Cokley, WTS-I Admin, Board and Operations

Old Business:

- NWA Events Discussion:
 - Lindi received joint sponsorship email-Olsson/Michael Baker-tentative November 14
 - Lindi & Julia to develop NWA Committee
 - NWA Survey under development-

- Katie S. to draft email, Julia to review for 6/17/24 distribution
- Consideration for Man of the Year-tabled for GALA

New Business

- Conference thank you letters-Lindi/Katie R.

Committee Chair Reports

Membership - Julia & Claire

- 57 members

WTS-Arkansas Chapter Membership Report			
Run Date:	6/14/2024		
Total Current Members:	57 (incl. Marie Holder. 3 in grace period)		
Public Sector:	14		
Private Sector:	36		
Executive Leader:	2		
Emerging Leader:	1		
Student:	4	2 - UALR?	2 - UA FAY
Central Arkansas:	50		
Northwest Arkansas:	6	N of IH40, W of AR7, NWA MSA, Fort Smith MSA, Russellville MSA, Harrison MSA	
Northeast Arkansas:	0		
Southwest Arkansas:	0		
Southeast Arkansas:	0		
Other Location:	1		

Finance - Jessica

- Partner letters are going out, planning to combine Fall & Spring letters
- Reviewing partnership and Gala sponsorship levels
- Roughly \$27K in the account
- Requested Partner Breakfast planning for New Business

Communications - Kristen

- Preparing to send email for upcoming Lunch Program
- Working on July Happy Hour graphics
- Kristen attended quarterly call, posted Anniversary graphics since we have our 5 year anniversary this Fall
- Scholarship winners have been posted on Social Media

Programs - Katie R.

- June program- Generations at Work
 - Discussion on number of attendees for lunch ordering
 - Silver Award sign billed to WTS-AR
 - Chapter Update-Lindi and Katie R to do introductions
- September program - Complete Streets-Julia Ryan and Metroplan, maybe include McClelland person??
- Poll for ARDOT report in November? Asking Jessie and Keli

Date	Title	Speaker	Entity
Nov. 7, 2024	NEVI Update?	ARDOT (talked to Jessie and Keli, there should be something to present on)	ARDOT
Sep. 26, 2024	Complete streets / local implementation	Julia Ryan (available) and Metroplan (Lindi was to reach out)	Michael Baker and Metroplan
June 20 2024	Toolbox - Generations of Workers	Joni Caldwell	Half

Outreach - Katie S.

- Sending out emails to partners and for survey
- TinkerFest is Sept 14th-need to develop committee will contact Srishti & Claire-Katie S. will send out an email
- Seeking ARDOT Agency participation and/or MetroPlan-Sidney

Special Events - Jill

- July 25th Happy Hour, 5-8pm, Zin Wine Bar, access 4pm-10pm
 - Sponsored by AACE-Arkansas Academy of Civil Engineering via Kip Guthrie(BGE), recent inductees: Lori Tudor, Steve Frisbee, Chad Adams, Jessie Jones
 - AACE plans to advertise and promote and charge their attendees \$10/person and will pay half the bar tab via CC and write WTS a check for attendance charges, Kip expects around 30 to attend from AACE
 - **NEED volunteers to work the HH check in on rotation**
- October 17th Happy Hour set for Sullivan's Steakhouse, 5-7pm

Scholarships - Lindi/Amanda

- Social media post went out on June 4th
- How to handle named scholarships? Individual donations direct to endowment? Develop named scholarship incentives for donations?
 - Direct link requires min \$100 donation and can be made recurring
 - www.arcf.org/wts
 - Need to develop Partnership Scholarship workshop, possibly part of the Breakfast planning
- Tracking spreadsheet created
 - Will add proposed career/sector, contact info, school & degree program, home-county/city

WTS Arkansas Chapter-Advancing Women in Transportation Scholarship Endowment			
Scholarships Given:		\$	3,000.00
<u>Year</u>	<u>Scholarship</u>	<u>Recipient</u>	<u>Amount</u>
2023	Keli Wylie	Cheyenne Smock	\$ 1,000.00
2024	Keli Wylie	Bethanie Gourley	\$ 1,000.00
2024	WTS	Madeline Thompson	\$ 1,000.00

Gala -Temp: Lindi

- Working on venue
- Cost estimate for event planner needed for assessment for planning assistance

GENERAL DISCUSSION

- October 17-date for happy hour may need to change, Garver is unable to attend that date

2024 GOALS

1. Increase attendance for Annual Conference
 - a. 2023 attendance = 2
 - b. 2024 attendance = 10
2. New Events
 - a. Members Only event in place of Chapter Check-In
 - i. AFCO Tour-May 16, 2024
 - b. Partnership Recognition event
3. Increase student membership.
 - a. 1 person to speak in class per semester

ACTION ITEMS

1. Complete Bank Account officer updates - Jessica, Suzanne, Lindi, Keli/Zach
2. By-Laws update and review - Amanda
3. Develop TinkerFest Committee/Workgroup-Katie S.
4. Develop Partner Breakfast/Workshop - Jessica, Katie S.

Meeting adjourned at 11:54am Motion: Suzanne, 2nd: Julia

NEXT MEETING -JULY 12, 2024