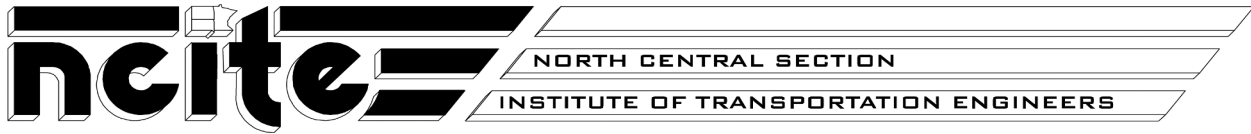


MEETING MINUTES
 NCITE Executive Board Meeting
 Thursday, May 7, 2015; 8:30 – 10:30 AM



Location: Carver County
 Host: Kate Miner

Executive Board:	Present	Absent
Katie Schmidt, President	X	
Joe Gustafson, Vice President	X	
Mike Martinez, Secretary	X	
Scott Poska, Treasurer	X	
Derek Nieveen, Director	X	
Kevin Peterson, Director		X
Kate Miner, Director	X	
Mike Anderson, Past President	X	
Guests:		
None		

1. Call Meeting to Order

Katie called the meeting to order at 8:35 am.

2. Review Agenda

The agenda items were reviewed.

3. Secretary's Report

Mike M presented the April board meeting minutes. Scott moved to approve, Joe seconded. Motion carried.

Mike M presented the April Section meeting minutes. Scott moved to approve, Mike A seconded. Motion carried.

4. Treasurer's Report

Scott presented the April Treasurer's report. Affiliate dues are starting to come in. The group discussed adjusting section meeting costs to avoid major losses. Meetings have been in around \$20 for over a decade. We also discussed how active ITSO is as it relates to recent student attendance. Mike M motioned to approve, Mike A seconded. Motion carried.

5. Committee Updates

- a. ITS committee: Tom Jensen has been actively recruiting a chair and co-chair. He hopes to hve meetings scheduled soon.
- b. Have not heard from the SimCap committee lately.
- c. Geometrics: Next meeting is May 21st. The topic is code/performance based design.
- d. Pedestrian and Traffic Safety committee will meet next week. Simon Blenski will discuss Minneapolis' bike counting system.

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6. Section Meetings

- a. April: The meeting went very well. The food was good, and they boxed up the leftovers at the end. The room was good for a meeting of this size (40-50 attendees). They had free parking. The group felt that we should add it to the rotation for smaller meetings.
- b. May 21: Everything is ready to go at WSB. A dry run will be done next week.
- c. Joint WTS/NCITE/ITS MN fundraiser is set for June 8 at Tin Wiskers.
- d. Summer social is set to be at Brits Pub July 8. Katie has a signed contract and will work out the details.
- e. Annual Meeting: Leading candidate is Blaine curling club.

7. Website Update Discussion

Mike M and Mike A still need to follow up with the other sections.

After the meeting Derek provided information that color photos that can be easily be scanned through his scanner will be provided in 300 DPI format for \$0.50-0.75/photo, depending on how many photos we have.

For photos that require individual scans (i.e., Polaroids, photos that have been mounted, etc.), the guy scans them into Photoshop and restores them. These are \$2-\$3/photo.

Then he also has a \$5 Media Card Transfer Fee to put then on a provided USB.

8. Historical Data Archival

We are archiving newsletters, meeting minutes and position papers for the most part. Google drive seems to be a good option for storage. \$2.99/month of 100 MB.

8a. MWITE

Katie will invite Mike Bittner to the annual meeting to present on his experience with the leadership ITE program.

9. Review Monthly Action Items

The updated list of action items is as follows:

- Board** – Consider section insurance. This will be discussed at future Board meetings pending resolution of the Tax ID # and nonprofit status.
- Board** – Research 1 or 2 other hosting sites.
- Mike M** – Research/add quorum information to bylaws.
- Mike A** – Contact Sarah Disney regarding the IL section’s experience with a new website host.
- Derek** – Follow up with photo conversion place to get a sense for cost to archive photos.
- Mike A** – Look at MWITE bylaws to see if there is information regarding quorum
- Mike M** – Research if changes to NCITE’s bylaws have to go to a membership vote.
- Katie** – Reach out to Bryan Nemeth and Ben to check on the SimCap activity.
- Derek** – Send out individual email to U of M professors and the ITSO president in an attempt to get more students to attend.

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10. Adjourn

Kevin motioned to adjourn at 10:06 and Scott seconded the motion. Motion carried unanimously.

11. Next Meeting

Thursday, August 13, 2015, 8:30 a.m. to 10:30 a.m. at SEH.

Respectfully submitted,



Mike Martinez
2015 NCITE Secretary

June 11, 2015

Date: _____