



**ITS Rocky Mountain Chapter Board of Directors
Teleconference Meeting Minutes**
Thursday, June 5, 2003
1:00 pm MDT

Invited:

Board Members Attending:

Mike Bousilman, Montana Department of Transportation
Richard Hodges, Utah Transit Authority
Bob Kochevar, City and County of Denver
Marilyn Kuntemeyer, Carter & Burgess, Inc.
Jim Larsen, Ada County Highway District
Richard Manser, Utah Department of Transportation
Mark Owens, Meridian Environmental Technology, Inc.
Keith Trimels, FHWA-Wyoming
Brandi Tesch, Montana Department of Transportation

Board Members Not Attending:

Steve Albert, Western Transportation Institute
Terrence Doyle, New Mexico State Highway and Transportation Department
Jim Gaulke, Wyoming Department of Transportation
John Inghlish, Utah Transit Authority

Others in Attendance:

Traci Ulberg, Meetings Northwest

Agenda

Welcome and Introductions

Immediately following introductions, Richard Hodges, Chapter President, opened the meeting.

PNS Conference (2004 Annual Meeting)

As of this meeting date, no significant progress has been made in determining the Chapter's role for the PNS Conference in 2004. Richard Hodges did report that the contact for the conference, Ed Boselly, has changed and that he was in the process of determining a new contact. We do, however, know that the meeting will be held June 1, 2004 in Spokane, Washington.

Richard will continue to follow-up with the planning committee and will forward any pertinent information to the Board of Directors (BOD).

Treasurer's Report

Brandi Tesch reported that the Chapter currently has a cash balance of \$9,983.00. ITS America has recently completed an audit of its books and reissued several checks (dating back to 1996) that were not previously cashed by the state chapters. This resulted in a \$1200 windfall for the Chapter.

2003 Fall (Colorado) Training

Colorado Senators, Marilyn Kuntemeyer and Bob Kochevar have tentatively identified five sessions that they feel would be of interest to individuals in Denver. The courses identified are offered through the Professional Capacity Building (PCB) program at no charge (for instructor/materials) to state chapters of ITS America. Marilyn has contacted PCB about the availability of the courses, but had not received a response as of this meeting time. She will take into account input received from this teleconference when selecting the course.

In addition, the City/County of Denver has offered meeting space at no charge. Consequently, the only expense for the chapter will be for morning and afternoon refreshments. (Marilyn and Bob suggested that participants obtain lunch on their own at one of the many restaurants in the vicinity of the workshop location.) Because of the low cost of this training, the Chapter will be able to offer the course to participants for only a nominal fee.

Revised Dues Structure

Chapter Vice President, Mark Owens, led a discussion on revising the current dues structure to include a “discount” for organizations that are also members of other state chapters. After much discussion, it was suggested that the current dues structure (shown in Table 1) be modified to include a discount for members of other “partner” chapters (currently ITS Heartland), as well as a student chapter category (see Table 2). Mark Owens moved to adopt the revised dues schedule as discussed as well as change the annual billing date to January for all members. Marilyn Kuntemeyer seconded it. The revised schedule will be included in the *Chapter Procedures* document.

Table 1: YEAR 2003/2004 and 2004/2005 Annual Membership Dues Schedule

Membership Class	Annual Dues (without discount)	Dues with applicable ITS America discount (\$100)
Individual (private sector)	\$235.00	\$135.00
Individual (public sector - i.e., city, county, state, federal, and public university employees)	\$135.00	\$35.00
Organizational (up to 3 Organizational Representatives)	\$405.00	varies
Additional Organizational “Associates” (no voting rights)	\$25.00 per person	NA
Student	\$25.00	NA

Table 2: Revised Annual Membership Dues Schedule (Year 2003-2005)

Membership Class	Annual Dues (without discount)	Dues with applicable ITS America discount (\$100)
Individual – Private (private sector)	\$235.00	\$135.00
Individual – Public (public sector - i.e., city, county, state, federal, and public university employees)	\$135.00	\$35.00
Business (Private sector business – may have up to 3 Representatives)	\$405.00	\$305.00
<ul style="list-style-type: none"> ▪ Business Affiliate (Open to individuals in addition to the 3 business representatives listed previously - no voting rights) 	\$25.00 per person	NA

Organizational (Public sector organization – may have up to 3 Representatives)	\$405.00	\$305.00
▪ Organizational Affiliate (Open to individuals in addition to the 3 organizational representatives listed previously - no voting rights)	\$25.00 per person	NA
Public Associate* (Public sector organization that is a member of another state chapter – may have up to 3 representatives)	\$205.00	NA
Student Chapter	\$50.00	NA
Student (individual students that are members of an ITS Rocky Mountain Student Chapter can join the ITS Rocky Mountain chapter at no additional charge)	\$25.00	NA

*Must provide proof of membership to qualify (i.e., paid invoice, dues statement, etc.)

Appointment of second Senatorial Seats

Richard Manser, Utah Department of Transportation accepted the appointment to the second Utah senatorial seat leaving Idaho, Montana and New Mexico with one vacant seat each. Jim Larsen will identify a second senatorial candidate for Idaho and Mike Bousilman will follow suit for Montana. Richard Hodges will assume responsibility for determining a candidate for the vacant New Mexico seat.

ITS Arizona Affiliation

No progress was reported on approaching ITS Arizona about affiliating with the ITS Rocky Mountain Chapter.

Student Scholarship/Essay

Steve Albert was not in attendance. As such, no progress was reported.

Other Business

Congratulations to Utah for taking home several accolades from the recent ITS America Annual Meeting!

The next Board of Director's teleconference was tentatively scheduled for late July.

Next Steps

- Finalize involvement in 2004 PNS Conference (Richard Hodges)
- Determine Fall Training Course (Marilyn Kuntemeyer/Bob Kochevar)
- Update Chapter Procedures document to contain revised dues schedule (Traci Ulberg)
- Fill second senatorial seats in Idaho, Montana and New Mexico (Jim Larsen/Mike Bousilman/Richard Hodges)
- Student Scholarship/Essay (Steve Albert)