



MINUTES
NCITE Executive Board Meeting
Thursday October 12, 2006
Washington County Public Works, Stillwater MN

EXECUTIVE BOARD MEMBERS	PRESENT	ABSENT
Carla Stueve, President	X	
Marc Culver, Vice President	X	
Wayne Sandberg, Secretary	X	
Randy Newton, Treasurer	X	
Mike Spack, Past President	X	
Tom Peters, Director	X	
Chad Smith, Director	X	
Lynn Kiesow, Director	X	

VISITORS:

Nick Erpelding
 JoNette Kunau

1. **Call to Order** - The meeting was called to order at 7:48 AM
2. **Review Agenda** – None
3. **Meeting Minutes**
 - A. June Joint Meeting with WTS and ITS MN Meeting Minutes – *Tom Peters motioned to approve, seconded by Chad Smith, approved unanimously.*
 - B. September Board Meeting – *Mike Spack motioned to approve, seconded by Marc Culver, approved unanimously.*
4. **Treasurer’s Report** –
 October 2006 Treasurers report – *Mike Spack motioned to approve , seconded by Marc Culver, approved unanimously.*
5. **Meetings**

Rodel Training
 D6 members paid by check. Metro attendees still trying to use a P.O.
ACTION ITEM – Next Treasurer to call Mn/DOT and clean up vendor names in their database.

October Section Meeting

 - There will be two speakers
 - Will be held on October 24th.
 - Mn/DOT Wakota Project – US TH 61 will be topic
 - Only 20 members have signed up so far

Annual Meeting
 Will be held at a comedy gallery
 Dress will be casual
 Mitch Faytel will be commediene
 Facility is completely reserved
 We will have our own room
 Drink Tickets will be provided – we will use our own drink ticket roll.
5. **Committee Updates** – **The following committees provided updates.**
 - I. Membership
 - II. Communications
 - i. Web page advertising is confusing
 - ii. Nick presents idea to change online calendar
 - iii. BOD agrees and directs Nick to implement this
 - iv. Tom recognizes Nicks hard work in maintaining the web site.

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- v. Marc indicates a new newsletter will be coming out soon.
 - III. Career Guidance
 - IV. Student Activities
 - i. Board agrees to combine Career Guidance and Student Activities.
 - ii. On the week of 9-25, JoNette attended a student expo.
 - iii. There was a question about student awards
 - iv. Marc likes accommodating students
 - v. Board agrees to redefine the awards timing to better fit with existing student activities
 - vi. Marc shared his concern about NDSU. He wants to make sure we make our student awards meeting accessible
 - vii. Board agrees to make the student awards coincide with the ITSO Career Fair and invite the NDSU students to attend
 - V. Professional Development
 - i. Mike Spack to be new chair of this committee
 - ii. John Doan is also interested and will assist
 - iii. PTOE will be managed by George Stuemfing
 - VI. MnMUTCD Committee
 - i. New field manual is to be published with English only units.
 - VII. Pedestrian Safety Committee
 - i. Discussing street widths and speed limits
 - ii. Wayne Sandberg will be a feature presenter at the next meeting
 - VIII. Geometric Design
 - i. Free Right turns are being looked at.
 - IX. Planning Applications and Methods
 - i. Looking at comparisons of the ITE trip generation to Met Council 2000
 - ii. Also reviewing Met Councils regional model update.
 - X. Traffic Signals
 - i. LOS Analysis
 - ii. Looking at LOS rather than just warrants
 - iii. Ted Schoenecker to be 2007 Chair
- 6. Other Business –**
- (1) Speaker Gifts
 - (a) Wayne did not obtain the sample pen from Kristi.
 - (b) Board directs Wayne to ask Kristi to use her judgement and purchase 50 pens.
 - (2) Ballot Schedule / Coordination
 - (a) Everything is on track
 - (3) 2007 Wilbur S. Smith Distinguished Transportation Educator Award
 - (a) David Levinson will be our nominee

7. Adjournment

Marc Culver motioned to adjourn the meeting. Chad Smith seconded the motion, and it was approved unanimously. The meeting was adjourned at 9:48 AM

**Next Meeting -
November 9, 2006
Randy Newton Host
City of Eden Prairie**

Respectfully submitted,

Wayne H. Sandberg
2006 NCITE Secretary