



## EXECUTIVE COMMITTEE KANSAS CHAPTER AMERICAN PUBLIC WORKS ASSOCIATION MEETING MINUTES

**Date:** April 3, 2014  
**Time:** 10:30 a.m.

**Location:**  
**Alfred Benesch & Company**  
**3226 Kimball Avenue**  
**Manhattan, KS**

**Attendees:** Kenzil Lynn, Ray Ibarra, David Cronin, Brenda Herrman, Russ Tomevi, Chuck Bartlett, Brett Letkowski, Justin Erickson

**Absent:** Nathan Bergman, Shawn Mellies, Ron Seitz, Brian Clennan, Karla Waters

Meeting was called to order at 10:30 by R. Ibarra

### **I. Approval of Minutes**

Minutes March Board Meeting were reviewed. Motion to approve meeting minutes – B. Letkowski, Second – R. Tomevi. Motion carried 8-0.

### **II. Agenda review / modification**

Added discussion about webmaster (Russ Tomevi).  
Added discussion about 2014 Golf Tournament  
Added discussion about 2015 Spring Conference

### **III. Chapter Business**

- a. Scholarships for APWA National Congress – Ray will contact Mike McGee to get information to send out.
- b. Leadership Manual – Get revisions and comments to Brian Clennan.  
  
Discussion about secretary minutes. Get past and future minutes to webmaster to be uploaded to website.  
  
Recommendation to read through Leadership Manual at future Board Meeting.
- c. Strategic Plan – Ray will contact Brian van Norman to get survey and have him attend future board meeting.
- d. Webmaster (Russ Tomevi) – Jared has been webmaster for a couple years. Webmaster position gets membership to APWA and registration to spring conference. Board was in favor of continuing to provide membership and conference registration to webmaster.  
National has delayed switch over on chapter webpage conversion.
- e. 2014 Golf Tournament (Ray Ibarra) – Holding a 2014 Golf tournament was discussed. Brett will get with Steve Lackey on interest in holding a tournament around the Fall Meeting (Wichita; October 14th).
- f. 2015 Spring Conference was discussed; joint conference with KCHA. First planning committee meeting will be April 24th in Wichita. Preliminary interest is to hold conference in Manhattan.

#### IV. Chapter Activity Reports

- a. President's Report (*Ray Ibarra*) – Transportation Conference is April 8-9; Ray is presiding.  
National PW Week May 18-24 – Ray sent proclamation to governor and will forward to National after receiving signed copy.  
Mid-Am is May 21-23 – Need to find our chapter banner and bring to Mid-Am.  
Chapter qualified for PACE award this year.
- b. Treasurer's Report (*Russ Tomevi*) -  
Audit has been completed by Audit Committee (Tammy Bennett, Terese Gorman and George Williams) and report has been sent in to National.  
No longer have scholarship CD (Money was put into Merrill Lynch).  
2 scholarships have been awarded; \$2000 in savings for fall scholarships.  
\$26,314 in checking account.  
\$13,606 in chapter CD  
\$161,897 in Scholarship Funds in Merrill Lynch  
Overall Total: \$201,816.89
- c. League / Legislative Affairs (*Nathan Bergman*) - Nathan absent; no report.
- d. Delegate's Report (*Kenzil Lynn*) (*Brenda Herrman*) – House of Delegates Meeting March 29 was held in Branson, MO for Regions VI, VIII and IX. Notes of meeting were handed out to board. Missouri Chapter and KC Metro chapter covered costs for conference.  
  
Talked about upcoming Congress in Toronto 2014 - national encouraging members to attend.  
  
Council of Chapters will be officially incorporated at 2014 Congress. Each region will have a representative on the steering committee. Work assignments for Delegates will be issues by Steering Committee based on survey of interests, expertise and experience completed by Delegates prior to Regional Meeting. Joe Johnson from KC Metro chapter was elected to be Region 6 representative.  
  
Future Congress Sites:  
2015 Phoenix  
2016 Minneapolis  
2017 Somewhere in the Eastern U.S.  
2018 Somewhere in the Midwest (KC Metro will bid on conference)  
  
Young Professional - huge push for the program from National.  
  
National membership holding steady at 28,500.  
  
Emphasis on contacting agencies that have had membership drop.
- e. Career Awareness (*Shawn Mellies*) – Shawn absent; no report.
- f. Membership / Diversity Liaison (*Justin Erickson*) – Membership at 272, gain of 1.94% for the year. 3rd highest chapter in % gained for our membership size. 1 reinstated member; 2 new members; 2 vacancies; 2 delinquent members; 3 dropped members
- g. Scholarship / LTAP (*Ron Seitz*) – Ron absent, no report. Lisa Harris sent LTAP information that was distributed. 17 people signed up for Kansas Road Scholar program since first of year which is a significant increase. List of K-TRAN KU and KSU projects starting in 2015. Kansas LTAP has been awarded funds from FHWA for two projects: *Low-Cost Alternatives to GIS for Cities and Counties* and *Reduce Crashes through the Use of Crash Data on Local Roads*.

- h. Newsletter (Karla Waters) – Karla absent; no report.
- i. Awards (*Brett Letkowski*) – Plaques for awards are being made. No information on National award winning projects yet.

**V. Action Items:**

(Justin Erickson) – Contacted Brad Patterson with National on packets for APWA memberships to hand out.

(Ray Ibarra) – Proclamation has been sent to Governor.

**VI. Adjournment**

Motion to adjourn – K. Lynn, Second – B. Letkowski. Motion passed 8-0.  
Meeting adjourned at 11:39a.

**Next Board Meeting: June 12, 2014; Winfield, KS**