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**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, June 9, 2015 | 7:00 – 8:30 PM (Eastern)**  
*Times Noted Are Approximate*

**Introductions – 7:00pm**

- Board** – Jack Cebe, David Gerstle, Katherine Kortum, Kristen Maddox, James Robinson, Aaron Zimmerman  
**Chapters** – David Morse in Nashville, Bill Athanas in Pittsburgh

**Review of Minutes – 7:05pm**

D. Gerstle moved to approve the minutes for May 2015, A. Zimmerman seconds. The minutes were accepted unanimously.

**Chair – 7:10m**

K. Kortum announced that Z. Bugg is to take on the day-to-day operations of YPT, effective immediately. K. Kortum will be moving to Germany on a fellowship which will make it difficult for her to coordinate day-to-day matters.

**Finance – 7:11pm**

A. Zimmerman reports that the membership report is in progress and all chapter payouts are taken care of. We are expecting a few sponsorship checks to come in. A. Zimmerman reports that there is approximately \$1300 left in the YPT sponsorship budget for sponsoring local events.

A. Zimmerman reminds the board that there is \$600 budgeted for the YPT Awards. D. Gerstle and A. Zimmerman coordinated in regards to purchasing the award plaques.

A. Zimmerman reported that the YPT business license needs to be updated, due to confusion in past years.

**Membership – 7:20pm**

J. Robertson reported that there have been encouraging increases in membership from a few chapters, especially New York City.

J. Robertson also reported that a CRM task force has been assembled of himself, S. Dock, W. Sullivan, and A. Zimmerman. They are seeking input from the Chapters for needs from a potential CRM.

**Sponsorship – 7:25pm**

J. Cebe reported that CH2M Hill has joined as a sponsor. They will be checking in with Airsage and AASHTO, who have both agreed to renew their sponsorship pending new financial years.

J. Cebe reported that there will be a sponsorship level for 'Outstanding Local Sponsor' to recognize organizations who sponsor 2 or more local chapters for a total dollar amount of \$2500.

J. Cebe also reported that they are moving forward with a sponsorship webinar and solicited feedback from the rest of the board on the draft slides that were distributed.

**Chapters – 7:30pm**

K. Maddox reported that she has received many emails from people inquiring about starting a new chapter or finding the chapter nearest to them.

K. Maddox reported that she has been following up on the Canadian Square payments.

**Admin – 7:40pm**

D. Gerstle reported that the YPT Awards are moving along well, especially as a result of the information learned during this call.

D. Gerstle reported that there is particular progress to report on selecting a conference calling service.

**Programs – 7:41pm**

K. Kortum reports that E. Elliott is working on the Event Guide to help Chapters to run new events.

E. Elliot is also reviewing the Chapter checklist. She is following up with events that were sponsored by YPT in order to publicize them.

The next big event will be a joint event with ITE in South Florida.

Infrastructure week was in May, and while not many chapters did anything for it, we will try to publicize similar events better in the future.

**Communications – 7:45pm**

K. Kortum reports that W. Sullivan has posted a variety of announcements on the website and signed it up for Instagram. Announcements have included infrastructure week and the winners of the YPT Awards. W. Sullivan is seeking to solicit guest blog posts.

The board discussed the idea of inviting potential board candidates to a future board meeting so that they can ask questions of the sitting board in advance of the elections.

**Adjournment – 7:50pm**

Meeting adjourned without objection.

*Minutes prepared faithfully by David Gerstle*