



FORM F-2	OFFICER REPORT			
	Agenda Item Number	4.1	Item Title	President
	Date	9/18/19	Reported by	Arthur M. Clendenin PE
	Purpose	2018-2019 Board of Direction Meeting		

COMMITTEE	Branch/Section Relations (Standing)	CHAIR	Bobby Lys Jr. PE
<p>I have met with the Caprock Branch. We had a meeting to discuss what the Section could do to help the branch obtain officers and get more people involved. Russell Carter is leading the effort to get more people involved in the branch.</p> <p>I have met with the Corpus Christi Branch. I met with Carlos Martinez. He voiced his frustration with the Section involvement with the Corpus Christi Branch. We had a brain storming session on what the branch could do to reach out to industry to help them with timely topics for their meetings. Carlos will not be able to attend CECON due to a prior commitment. I told Carlos that I would reach out to vendors during the show to collect business cards and ask if they were willing to make presentations. We also discussed the financial support that the Section could provide. There are funds available for branches. The use of these funds is not clear as to how, who and what these funds can be used. I have added an Agenda Item to begin a discussion at the BOD level.</p> <p>Per an e-mail from Mike Sosa concerning the West Texas Branch, I will be reaching out to the WTB President, Jitendra Thakur, to set up a meeting to discuss what the Section can do to help.</p> <p>Mike Sosa is compiling a list of branch and their typical meeting day and time. This will be helpful in letting the Section know how to plan travel and attend those meetings.</p>			

COMMITTEE	Office and Personnel (Standing) & President's Report	CHAIR	Arthur M. Clendenin PE
<p>Attended the EXCOM meeting in July held in Austin. I was pleased with the great attendance and discussion items that took place during the meeting. Attended the Leadership Development Weekend hosted by President Elect Susan Roth PE. I deemed her meeting and content was very successful and very useful to those who attended. I have installed Central Texas Branch Officers and made a technical presentation on 8/28/19 in Belton. I am scheduled to provide officer Installation in Houston on 9/10/19 and Beaumont on 9/12/19.</p> <p>Michael Bloom PE (Houston EWRI President), Curtis Beitel PE (TxEWRI Chair) and others took the bull by the horns to draft and submit a response to the TWDB regarding guidance for rules regarding current legislation.</p> <p>Bailey Pattison has now celebrated her 2nd work anniversary with the Section. Lindsay provided her with a performance review and subsequent raise.</p> <p>CECON 2019 planning is pulling together.</p> <p>The 2020 Student Symposium hosted by UT Arlington is gaining traction. The Venue contract has been executed. Planning logistics are quickly coming together. It is reported that the AISC is wanting to host the steel bridge competition at the same time. UTA has urged them not to get involved during the same dates as the Student Symposium. I am on standby to help in anyway that I can to help back that decision. Incoming President Elect Sean Merrell PE will attend the ASCE Presidents and Governors Forum directly after CECON 2019; I cannot fit that into my schedule logistically.</p> <p>Budget talks have taken place during the past two months and the proposed budget is coming together nicely. We have a few unknowns that may actually bolster funds after being a bit dormant the past couple years. Webinars are booked for the next year and are promising.</p>			

COMMITTEE	Past Presidents Council (Standing)	CHAIR	Audra Morse PhD, PE
Audra has completed the Texas OCEA Award loop by inviting the selected winners to attend the CECON 2019 Gala and ASCE Texas Section Awards Banquet. Nothing else to report at this time.			
ITEMS FOR AGENDA	Item 3.10 - Status of Caprock Branch Leadership & Support of Corpus Christi Branch		
<p>Can the Texas use the General Branch Fund savings account to support the Corpus Christi Branch?</p> <p>For Discussion:</p> <ul style="list-style-type: none"> ○ This fund was established by portions of excess meeting revenue when the Section held meetings twice a year. Then, CECON came along and part of the CECON profit is now used to fund this account. ○ It is to be administered by the President and Section/Branch Relations Committee. ○ This fund is available for use by the Section to assist Branches with the following programs: <ul style="list-style-type: none"> ▪ membership retention and growth; ▪ leadership recruitment; and, ▪ financial management and planning. 			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	4.2	Item Title	Past President
	Date	9/18/19	Reported by	Lawrence D. Goldberg PE
	Purpose	2018-2019 Board of Direction Meeting		

COMMITTEE	History & Heritage (Standing)	CHAIR	Melinda Luna PE
Goal(s):	No agenda items this update	Deadline(s) and Budget Consideration(s):	No items for consideration

Update: Apollo articles was received well; there was some positive feedback. I am working with the National committee on the updates to Wikipedia for the National Landmarks in Texas.
https://en.wikipedia.org/wiki/List_of_Historic_Civil_Engineering_Landmarks
 Director at Large Sergio Mendez PE is now assisting in articles for West Texas and this includes one landmark on the Wikipedia series.

COMMITTEE	Honors (Standing)	CHAIR	Chad Ballard PE
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The committee reviewed nominations received and recommended award winners. The Board voted by email.

Final Honoree List

- Award of Honor – Carol Haddock PE
- Professional Service Award – Mark Boyd PhD, PE & Kacey Paul PE & Anthony Luce PE
- Service to People Award – Griselda Gonzales PE & Jearl Morris PE
- Professional Service to Students Award – David Harkins PhD, PE & Jennifer Smith PE
- Government Civil Engineer Award – Martha Juch PE
- John A Focht Jr. Citizen Engineer Award – Julie Jones PE
- History & Heritage Award – ASCE Dallas Branch
- President’s Special Recognition Award – Elizabeth Greenwood

COMMITTEE	Intra-Society Relations (Standing)	CHAIR	Fari Faraj PE
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- The following goals have been completed:
1. Develop role of the committee
 2. Gain further knowledge of the ASCE Texas Section Map
 3. Continued knowledge of the ASCE Texas Section Org Chart
 4. On-going communications with the ASCE Director for Region 6

COMMITTEE	Nominating (Standing)	CHAIR	Tim C. Newton PE
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- The following slate of nominees were sent out for voting.
- President Elect – Sean Merrell (Dallas)
 - Vice President Educational Elect – Natalie Weiershausen (Houston)
 - Vice President Professional Elect – Griselda Gonzales (Houston)
 - Vice President Technical Elect – Bob Stevens (Ft Worth)
 - Director at Large (two positions) – Bilkis Olazaran Martinez (Rio Grande Valley) and Alik McCoy (Houston)

The election was held during the June and July 2019 and those nominated have been elected for 2019-2020 officer positions.

COMMITTEE	CECON Visioning Committee (Task)	CHAIR	Lawrence Goldberg, PE
Goal(s):	Develop Vision for the future of CECON	Deadline(s) and Budget Consideration(s):	
<ul style="list-style-type: none"> • Present Vision meeting minutes to Committee for discussion. • Follow up with site selection committee for determination of possible new location for CECON 2022 and moving forward. • Continue to develop path moving forward. 			
ITEMS FOR AGENDA	Item 3.2 – CECON Visioning Task Committee Task Committee Item 3.6 – Means for Assisting Agencies with New Product Review Item 3.9 – Call for ASCE Texas Section Officer Nominations		
Nominations deadline for 2020-2021 Section Officers is Deadline is October 31, 2019. Past President Curtis Beitel PE will chair the 2019-2020 Nominating Committee.			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	4.4	Item Title	VP-Educational
	Date	9/18/19	Reported by	Kimberly Cornett PE
	Purpose	2018-2019 Board of Direction Meeting		

ACTIVITY	Webinars	CHAIR	n/a
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I reached out to an email list that Kate Osborn from CECON. We had an overwhelming response and the webinars are now booked until November 2020 with a few months left open for the institutes with MOU's to fill in the gaps since they expressed interest.

I moderated the August webinar and VP Technical Elect Andreas Salazar PhD, PE will take over in September as moderator. Andreas and Bob Stevens PhD, PE will take over webinars as the VP Technical and VP Technical Elect positions for 2019-2020. This is the last time for VP Educational Affairs to report.

COMMITTEE	STEM Committee (Standing)	CHAIR	Sarah Alvarez PE
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STEM Committee Chair attended the TAME STEM State Competition on April 27th in Huntsville on behalf of the ASCE Texas Section. Researching/coordinating delivery of Dream Big Toolkits to TAME Chapters, 14 total.

STEM EXPO 2020 will be in Austin. The STEM committee plans to attend again. We have built a relationship from this expo and the attendees are beginning to recognize us and reach out to us to assist at schools

The STEM committee will continue to support TAME and hopefully get more involved in the local chapters more with branch members.

COMMITTEE	Student Activities Committee (Standing)	CHAIR Competitions Coordinator	Heather Guillen PE Cynthia Syvarth PE
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The 2020 Student Symposium will be held at the Arlington Expo Center and contract has been executed. Student Symposium sponsorship costs are finalized and the Section is working on the marketing material for CECON. Monthly planning calls are being held for the 2020 Student Symposium. Next call will be on 9/5/19 to review the preliminary budget and to obtain updates on what the students have chosen for the theme. Students are currently working on program details.

We need a host school for 2021. Executive Director Lindsay O'Leary PE reached out to UT Austin. The university is considering the invitation to host, but a formal reply has been received. Cynthia Syvarth PE (2018-2019 Head Judge) and Jessica Hilscher PE (2019-2020 Head Judge) are working on a rotation schedule, procedures to opt out and additional ideas.


COMMITTEE	Younger Members Committee (Standing)	CHAIR	Joe Alvarez
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YM committee has ordered stress hardhats with the YM logo. These items will be used at events and meetings get the word out that there is a committee at the Section level that host events statewide and available to attend branch YM events.

YM Camping Trip – the Houston branch is taking the charge to plan the event. It will be held at Pace Bend Park on October 18 -20, 2019. Registration is open and details are on the website.


YM's have a CECON committee that plans the annual awards banquet each year. This year theme is Casino Night and the banquet is on Thursday night.

ITEMS FOR AGENDA	Item 3.3 – 2020 ASCE Texas Student Symposium
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	Agenda Item Number	4.5	Item Title	VP-Professional
	Date	9/18/19	Reported by	Brandon Klenzendorf PhD, PE
	Purpose	2018-2019 Board of Direction Meeting		

COMMITTEE	Government Affairs (Standing)	CHAIR	Griselda Gonzales PE
<p>The Government Affairs Committee (GAC) has been very active for this 2018-2019 Fiscal Year. The GAC completed a successful event in the second ASCE Texas Legislative Drive-In held 26 February 2019. Approximately 55 ASCE Texas Section members attended and met with over 70 legislators to advocate for investment in infrastructure and flood risk management, support for qualifications-based selection, protection of dedicated transportation funding, support for STEM education, and preservation of current professional licensure requirements.</p> <p>GAC members submitted an abstract to 2nd International Conference on Natural Hazards and Infrastructure (ICONHIC) regarding the ASCE Texas Section Post-Harvey Flood Risk Task Committee's report. The conference was held in Chania, Greece on 23-26 June 2019. ASCE President Robin Kemper spoke at the conference, as well as presenting the ASCE Texas Section's Addressing Flood Risk report.</p> <p>The GAC, Houston Branch leadership, and ASCE Global coordinated for the Infrastructure Week 2019 Southeastern Summit in Houston on 17 May 2019. The event included keynote speakers from government agencies as well as leaders of private companies to discuss infrastructure's role in business, the business case for infrastructure investment, the future of regional mobility, the prospect of an infrastructure bill in 2019, and readying gulf coast ports among other topics.</p>			
COMMITTEE	Public Relations and Prof. Image (Standing)	CHAIR	Robert Scholz PE
<p>The Public Relations and Professional Image Committee has supported the GAS on several efforts described above. In addition, Vice President of Professional Affairs, Dr. Brandon Klenzendorf PE, conducted an on-camera interview with CBS Austin reporter Bettie Cross regarding dam infrastructure following the failure of the Dunlap Lake dam in Central Texas.</p>			
COMMITTEE	Texas Infrastructure Report Cards (Standing)	CHAIR	Travis Attanasio PE
<p>The Texas Infrastructure Report Card Committee plans to hold a preliminary planning meeting with committee leaders and interested members during CECON to be assigning tasks and developing a schedule for the 2021 Texas IRC release. The committee leaders held a planning call with ASCE Global staff on 21 August 2019. The next step following the CECON preliminary meeting will be to hold an official kick-off meeting with ASCE Global staff with a goal to complete the IRC within approximately one year from the kick-off meeting. Therefore, the kick-off meeting should be late 2019 or early 2020 timeframe.</p>			
COMMITTEE	Government and Public Affairs Grant Applications (SPAG) (Task)	CHAIR	OPEN
<p>ASCE did not fund SPAG for this FY.</p>			
COMMITTEE	Infrastructure and Security (Task)	CHAIR	Donald Willhouse PE
<p>This committee has not been assigned any action items for the 2018-2019 Fiscal Year. Don met with Lindsay O'Leary at the Texas Section office in the Fall of 2018.</p>			

COMMITTEE	Residential Foundations Oversight (Task) Subcommittees: Evaluation and Repair of Residential Foundations Foundation Investigation & Design - Manual of Practice	CHAIRS	Robert Pierry Jr. PE Marshall Addison PhD PE Phillip King PE
<p>The Residential Foundations Oversight Committee received comments on the 2009 Residential Foundations Guidelines from Mr. Mark Farrow dated 19 December 2018. The Committee met with Mr. Farrow and requested formal language to change the guidelines. Upon receipt of the formal language, the Committee will meet with Mr. Farrow to discuss whether the changes should be incorporated.</p> <p>Mr. Marshall Addison, PE, has resigned from his position as chair of the Evaluation and Repair of Residential Foundations subcommittee. Mr. Ken Struzyk, PE, with AccuTech Consultants was nominated, accepted, and voted by the subcommittee membership as the chair position for the subcommittee.</p> <p>Mr. Stuzyk and Mr. King submitted a formal letter presenting the suggested changes to the <i>Guidelines for the Evaluation and Repair of Residential Foundations</i> on 21 August 2019. The subcommittee will be meeting in Austin on 5 October 2019 to discuss the changes.</p>			
ITEMS FOR AGENDA	Item 3.5 - Government Relations Activities		

FORM F-2	OFFICER REPORT			
	Agenda Item Number	4.6	Item Title	VP-Technical
	Date	9/18/19	Reported by	Richard Patrick PE
	Purpose	2018-2019 Outgoing Board Meeting		

TECHNICAL INSTITUTE CHAPTERS & GROUPS		CHAIRS
TxCI Chapter		Darren C. Okruhlik PE
TxEWRI Chapter	Curtis Beitel PE & Co Chair:	Russell Erskine PE
TxGI Chapter		Rollie Boehm PE
TxSEI Chapter		James Brown PE
TxT&DI Chapter		Gareth Young PE
TXUESI Chapter		Renee Mayer PE
Forensics Group		Jesse Aguilar EIT

Goal(s)	Webinars & Conference Calls	Deadline(s)	Monthly
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Webinars: Under the leadership of VP Education Kimberly Cornett PE, all webinars for the rest of 2019 have been filled. Also, planning a webinar with Kathleen Jackson PE (TWDB) in October in anticipation of the “flood funding” referendum.

Conference calls with Institutes: Continued monthly conference calls with the Institutes. Averaged two to three institutes per call plus one Section office representative, VP technical, and President Elect Susan Roth PE. Main purpose of calls was to improve and enhance coordination and communication between the Institutes and the Section. Other items of discussion were:

1. benefits to Institutes of being involved in CECON,
2. more time to Institutes at CECON for speakers,
3. encourage participation in Poster Presentations and Lightning Rounds at CECON,
4. subjects and speakers for Webinars,
5. reviving Speaker Advisory Council,
6. details of “funds sharing” contract between Institutes and ASCE for Webinars,
7. ways to improve communications and programs for the mutual benefit of ASCE and the Institutes.


Our next call is scheduled for October 1st.

CECON LIGHTNING ROUND AND POSTER PRESENTATIONS

Lightning Rounds: We have six (6) confirmed lightning rounds.

Poster Presentations: We have five (5) poster presenters.

ITEMS FOR AGENDA	Item 3.4 – Technical Institute Chapters
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FORM F-2	OFFICER REPORT			
	Agenda Item Number	4.7	Item Title	Treasurer
	Date	9/18/2019	Reported by	Reem Zoun PE
	Purpose	2018-2019 Board of Direction Meeting		

FINANCIAL REPORTS

Monthly Financials for July 31, 2019 attached (includes CECON reports from Section's accounts):

4.7a Financial Summary

4.7b Budget v Actual

4.7c Statement of Financial Position

4.7d Dues and Voluntary Contributions

4.7e Investments as of July 31, 2019

Accounts Update

- a. Edward Jones Investment Account (long-term savings)
 - i. 2019 beginning balance = \$438,868.04
 - ii. Current balance (07/31/2019) = \$479,658.47
- b. Wells Fargo Savings Accounts (07/31/2019)
 - i. Checking – operating = \$15k
 - ii. General Branch Fund = \$26k
 - iii. Institute Chapter Savings = \$15.5k
 - iv. Student Symposium Savings = \$12.9k
- c. Total Checking/ Savings = **\$532,364.19** (07/31/2019)
- d. CECON Checking Account balance = \$136.7k (07/31/2019)

COMMITTEE	Budget & Finance Committee	CHAIR	Reem Zoun PE
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Texas Section Executive Director presented the 2019-2020 Preliminary Operating Budget to the incoming and outgoing board members on a 09/10/2019 webinar. 2018-2019 Board members will be asked to endorse the Preliminary Operating Budget on September 18, 2019. 2019-2020 Board members will be asked to adopt the Final Operating Budget on September 20, 2019.

Discussion at the webinar and other occasions in recent past included the following:

- Ways Section could improve revenue & decrease the amount taken from the Section's investment account
- Suggestions include increasing membership via membership committee activities and grassroots campaigns, applying for additional grant funding, increasing conference revenue goals and advertisement sales, and, in general, incorporating more strategic discussion into future Board meetings. Board members should consider evaluating the Section's programs, products, and services.
- Proposed 2019 -2020 Operating Budget
 - Revenues: \$548,800 (includes investment draw of \$35k and general branch fund draw of \$5k)
 - Expenses: \$548,534
- Revenues and expenses as of 07/31/2019
 - Revenue: Actual \$492k; annual budgeted \$476k
 - Expenses: Actual \$435k; annual budgeted \$478k

ITEMS FOR AGENDA	Item 2.4 – Endorse Preliminary 2019-20 Operating Budget
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**ASCE TEXAS SECTION
2019 - 2020 OPERATING BUDGET
APPROVED _____**

REVENUES & EXPENSES		PROPOSED BUDGET 2019-2020	% CHANGE from 2018-2019 BUDGET	ADOPTED BUDGET 2018-2019	ACTUAL as of 7/31/2019	% of BUDGET REALIZED as of 7/31/2019	2017-2018 AMENDED 1/19/2018	ACTUAL as of 9/30/2018	2016-2017 AMENDED 1/13/2017	ACTUAL as of 9/30/2017
REVENUES										
ALLOTMENT DUES VOL REBATE										
4110	NATIONAL ALLOTMENT	44,000	0%	44,000	43,969	100%	44,000	43,839	44,000	43,880
4120	BRANCH DUES	45,000	0%	45,000	39,638	88%	45,000	42,044	45,000	42,452
4130	SECTION DUES	270,000	0%	270,000	251,831	93%	309,720	271,203	329,940	273,380
4140	SECTION VOLUNTARY CONT	5,500	0%	5,500	4,928	90%	5,500	5,390	5,500	5,372
TOTAL DUES & ALLOTMENT		364,500	0%	364,500	340,366	93%	404,220	362,476	424,440	365,084
SX MTS/CONFS/SPEC EVENTS										
4210	TX CECON (SUPPORT & PROFIT SHARING) & SEED	32,750	49%	22,000	20,000	91%	38,000	36,025	25,000	25,000
4211	STUDENT SYMPOSIUMS (GENERAL)	0		0	2		0	3	4,000	2
4211-17	STUDENT SYMPOSIUM 2017 (UTEP)			0	0			274	4,000	(260)
4211-18	STUDENT SYMPOSIUM 2018 (TAMU)	0		0	0		4,000	8,625		
4211-19	STUDENT SYMPOSIUM 2019 (UTRGV)	0		0	73,796	73796%				
4211-20	STUDENT SYMPOSIUM 2020 (UTA)	75,000	75000%	0	0					
4211-21	STUDENT SYMPOSIUM 2021 (TBD)	0								
4215	LEGISLATIVE DRIVE-IN	0	-100%	1,000	1,180	118%				
4221	OTHER CONFERENCES	500	0%	500	90	18%		15,621		
4410	CPDS-TX SX WEBINARS SPONSORED	10,000	-5%	10,500	4,780	46%	10,000	8,369	10,000	6,966
TOTAL SX MTGS/CONFERENCES		118,250	248%	34,000	99,848	294%	52,000	68,917	43,000	31,708
PUBLICATIONS/COMMUNICATIONS REVENUE										
4313	TCE-DISPLAY ADS	0	-100%	5,000	0	0%	30,000	21,775	30,000	25,500
4314	TCE-PROFESSIONAL CARDS	0	-100%	5,000	0	0%	10,000	7,280	10,000	8,410
4331	CLASSIFIED ADS TCE/WEB	15,000	50%	10,000	9,106	91%	5,000	8,543	10,000	5,064
4332	DIGITAL ADVERTISING	5,000	-50%	10,000	94	1%	1,500	1,740	0	1,411
4341	PROCEEDINGS - PREVIOUS MTGS			0	0			0		150
4342	PROCEEDINGS - CURRENT YEAR MTGS			0	0			0		
TOTAL PUB REVENUE		20,000	-33%	30,000	9,200	31%	46,500	39,338	50,000	40,535
SEMINAR/WEBINAR REVENUE										
4440	eLIBRARY - ETHICS PASS			0	0		150	30	150	
TOTAL SEMINAR REVENUE		0		0	0		150	30	150	0
OTHER REVENUE										
4510	INVESTMENT DRAW	35,000	-4%	36,500	30,000	82%	15,000	10,250	0	20,000
4530	INTEREST			0	0		0	0	0	
4540	GENERAL BRANCH FUND DRAW	5,000	-32%	7,350	6,750	92%	8,100	7,500		
45XX	STUDENT SYMPOSIUM SAVINGS DRAW	2,500								
4550	MISCELLANEOUS	150	150%	0	830	830%	0	0	0	94
4231	MERCHANDISE SALES	0	-100%	100	0	0%	575	91	100	1,043
TOTAL OTHER REVENUE		42,650	-3%	43,950	37,580	86%	23,675	17,841	100	21,137
DESIGNATED REVENUE										
4610	TCEF SUPPORT			0	0			0		
4620	TCEL/SAC	1,000	0%	1,000	1,000	100%	700	0	700	700
4630	ASCE GRANTS SPAG	0	0%	0	1,875	1875%	3,750	1,875	1,750	1,750
4635	GRANTS (OTHER ASCE)	0	-100%	1,500	800	53%	500	0	1,500	431
4640	REGION 6 FUNDING	2,400	100%	1,200	1,500	125%		800		
4650	GRANTS (NON-ASCE)		0%	0	0		0	0	17,816	0
TOTAL DESIGNATED REVENUE		3,400	-8%	3,700	5,175	140%	4,950	2,675	21,766	2,881
TOTAL REVENUES		548,800	15%	476,150	492,170	103%	531,495	491,277	539,456	461,345

LEGEND:
Red = Line Item Change, either addition or deletion

NOTES

(received in December 2017)
pass-through
FY17-18 # of Subscribing Members as of 4/30/17 (5,162) x \$60 Sec Dues; FY18-19 consider \$ received in prior years

FY17-18 membership drives needed, including email/letter to new PE (get TBPE List)

4-year seed repay complete 2017; \$16k profit from CECON 2017; \$20k annual commitment; \$2,750/yr for Staff Travel; \$10k 2020 profit
FY15-16 \$12k TTU Platinum Sponsorship (multi-year, \$4k/yr - Symp16, 17, 18)
sponsorships & pre-orders for Job Fair or other
sponsorships & pre-orders for Job Fair or other
FY18-19 assume \$0 profit based on possible changes due to ASCE/AISC split; Revenue covers expenses at 5211.
Revenue covers expenses at 5211 less support; FY19-20 assume \$0 profit

FY18-19 assume 50 attendees @ \$20/ea; FY19-20 no event planned
FY17-18 I Week Event - Harvey Panel and Harvey Report Release; FY18-19 & FY19-20 Possible I Week Event
Reminder: Increase Webinar Marketing, Leverage Institute Chapter Webinar MOU

FY18-19 Numbers will likely change when TCE moves to 100% digital/online
FY18-19 Numbers will likely change when TCE moves to 100% digital/online
Include JobTarget Career Center sales
FY18-19 Numbers will likely change when TCE moves to 100% digital/online and new website is up

(Note FY18-19 revenue drops as well as expenses for TCE print production)

Remove subsection, add webinar revenue to subsection 4200 (Section Meetings, Conference, Events)

Previously recorded ethics webinars - FY18-19: Eliminate this offering - recorded ethics webinars are dated-

FY17-18 Website (\$10k) IRC Support (\$5k); FY18-19 TCE Digital (\$5k) Balance Budget (\$31.5k); FY19-20 (\$35K) Balance Budget

FY17-18 1/2 LDW (\$7,500) & 2 MRLC reg (\$300/ea); FY18-19 1/2 LDW (\$6,750) & 2 MRLC reg (\$300/ea)
LDW Savings Account (9064) = \$26k as of 8/23/18 - post LDW draw
FY19-20 Funds for atypical expenses such as lake venue rental, that may not be covered by event sponsorships
FY15-16 coding to 4331 & 4435; FY18-19 & FY19-20 includes credit card "cash back" rewards
net sales (less tax); FY17-18 est 15 books + other merch; FY18-19 est 3 books; FY19-20 merch sales not anticipated

Student Tech Paper Prize Funds; FY18-19 TCEL will increase their support from \$700 to \$1K
FY16-17 request for IRC; FY17-18 2 Grants for GAC Activities; FY18-19 N/A; FY19-20 TBD
FY16-17 STAY Grants rec'd 10/31/16 but returned June 2017; FY17-18 No STAY Grant; FY18-19 STAY Grant; FY19-20 TBD
FY17-18 STEM Cmte; FY18-19 for Drive-In; FY19-20 Grants for Planning 2021 Drive-In, STEM/Symposium, Membership
FY16-17 UEF grant for STEM denied

**ASCE TEXAS SECTION
2019 - 2020 OPERATING BUDGET
APPROVED _____**

EXPENSES		PROPOSED BUDGET 2019-2020	% CHANGE from 2018-2019 BUDGET	ADOPTED BUDGET 2018-2019	ACTUAL as of 7/31/2019	% of BUDGET REALIZED as of 7/31/2019	2017-2018 AMENDED 1/19/2018	ACTUAL as of 9/30/2018	2016-2017 AMENDED 1/13/2017	ACTUAL as of 9/30/2017
SALARIES & SUPPORT										
5111	SALARIES-GROSS	194,000	1%	192,500	154,288	80%	206,000	179,953	214,000	192,571
5112	SALARIES-SOC SEC	23,280	3%	22,538	11,681	52%		13,730	18,000	14,545
5113	SALARIES-INSURANCE	53,350	1%	52,588	56,068	107%	74,500	49,999	45,700	50,298
5121	SERVICES-CONSULTING/TEMPS	19,100	3%	18,600	15,011	81%	21,600	18,433	20,000	25,959
5122	SERVICES-ARCHIVING	0	0%	0	0		0	0	0	0
5131	SERVICES-PYR ADM	1,200	0%	1,200	1,000	83%	1,200	1,200	1,200	1,200
TOTAL SALARIES & SUPPORT		290,930	1%	287,425	238,048	83%	303,300	263,315	298,900	284,573
SX MTGS/CONFS/SPEC EVENTS										
5200	SX OFFICE EXPENSES			500	0	0%	500	0	100	110
5210	TX CECON	2,750	2750%	0	0			0		
5211-17	SUPPORT-STUDENT SYMPOSIUM 2017 (UTEP)				0			996	19,000	3,490
5211-18	SUPPORT-STUDENT SYMPOSIUM 2018 (TAMU)	0		0	0		14,000	19,816		514
5211-19	SUPPORT-STUDENT SYMPOSIUM 2019 (UTRGV)	0		10,000	66,998	670%	5,000	9,828		
5211-20	SUPPORT-STUDENT SYMPOSIUM 2020 (UTA)	80,000		5,000	0	0%				
5211-21	STUDENT SYMPOSIUM 2021 (HOST TBD)	5,000								
5215	LEGISLATIVE DRIVE-IN	0	-100%	5,000	3,385	68%				
5220	LEADERSHIP DEVELOPMENT WEEKEND (LDW)	15,000	11%	13,500	11,435	85%		9,763	(see 5221)	(see 5221)
5221	OTHER CONFERENCES	300	300%	0	0		15,000	11,291	5,000	14,511
5222	EXCOMM MEETING (INCLUDES AV)	1,000	-33%	1,500	42	3%	1,500	1,149	1,000	547
5223	BOARD MEETING (INCLUDES AV)	2,500	0%	2,500	413	17%	1,500	4,003	1,000	1,583
5224	PRESIDENTS RECEPTION (@ MTGS)	1,800	20%	1,500	1,159	77%	3,750	2,364	1,500	3,070
5240	ASCE CONFERENCE CONTRIBUTION	0	-100%	2,000	1,637	82%	2,000	1,388	2,000	29
TOTAL SX MTGS/CONFERENCES		108,350	161%	41,500	85,069	205%	43,250	60,597	29,600	23,853
PUBLICATIONS/COMMUNICATIONS EXPENSE										
5311	TCE-POSTAGE	0	-100%	600	0	0%	1,200	1,686	1,200	1,635
5312	TCE-OUTSOURCING	5,000	0%	5,000	1,882	38%	15,000	14,144	15,000	13,875
5313	TCE-PRINTING/PRODUCTION	0	-100%	4,000	111	3%	8,000	6,186	8,000	7,064
5318	WEB SITE-MAINTENANCE	950	-62%	2,500	636	25%	7,000	7,161	6,820	6,820
5319	WEB SITE-UPGRADES	0	0%	0	5,672	5672%	10,000	5,125	0	0
5230-05	HISTORY BOOK	264	0%	264	248	94%	300	264	300	333
5321	COMM SUPPORT	3,400	-8%	3,700	2,113	57%	3,000	3,192	1,800	3,099
TOTAL PUB/COM EXPENSE		9,614	-40%	16,064	10,662	66%	44,500	37,758	33,120	32,826
SEMINAR/WEBINAR EXPENSE										
5410	CPDS-TX-SX SPONSORED	0		0	0			0		
TOTAL SEMINAR-EXPENSE		0		0	0		0	0	0	0
SECTION SERVICES										
5511	BR DUES-PASS THRU	45,000	0%	45,000	39,638	88%	45,000	42,044	45,000	42,452
5513	OFFICERS-TRAVEL/EXPENSES	8,000	220%	2,500	1,548	62%	2,500	2,149	5,000	79
5514	MULTI REGION LEADERSHIP CONFERENCE	900	-63%	2,400	1,870	78%	1,200	220	600	718
5521	HISTORY COMMITTEE	800	-60%	2,000	500	25%	2,000	1,500	1,000	
5522	HONORS COMMITTEE	1,200	20%	1,000	0	0%	1,000	2,698	1,200	1,598
5522-10	JOURNALISM AWARD (EIJ)	250	0%	250	0	0%	500	50	1,000	149
5523	MEMBERSHIP COMMITTEE	500	-67%	1,500	0	0%	1,500	0	3,000	353
5524	PAST PRES. COUNCIL/OCEA	1,400	0%	1,400	667	48%	1,000	936	2,000	
5525	GOVERNMENT AFFAIRS	500	-50%	1,000	466	47%	500	342		487
5526	STUDENT ACTIVITIES CMTE	500	0%	500	0	0%	500	1,794	200	272
5527-10	STEM CMTE	2,500	-4%	2,600	2,391	92%	2,600	2,875	17,816	973
5528	YOUNGER MEMBERS CMTE	600	20%	500	344	69%	500	566	250	152
5529	OTHER COMMITTEES	200	-90%	2,000	223	11%	2,000	454	3,500	5,018
5532	INFRASTRUCTURE REPORT CARD CMTE	12,500	1150%	1,000	0	0%	5,000	6,967	16,000	14,787
5560	ASCE-TXSX-OFFS-GIFTS/AWARDS			500	0	0%	250	625	1,000	
TOTAL SECTION SERVICES		74,850	17%	64,150	47,647	74%	66,050	63,220	97,566	67,037

LEGEND:
Red = Line Item Change, either addition or deletion

NOTES

3 FTEs (ED, Communications Specialist, Data Coordinator)
 Note: Overhead increased in 2017 with full-time ED; FY19-20 avg. 12% of Gross Salary
 FY19-20 avg. 27.5% of Gross Salary
 FY17-18 CPA (\$1,300/mo.), IT (\$500/mo.); FY18-19 CPA (\$1,100/mo.), IT (\$450/mo.); FY19-20 - (\$1,100/mo.), IT (\$450/mo.), Graphic Design (\$500/yr)

\$100/mo for TSPE payroll processing

Misc. Expenses
 CECON Account (7248) = \$98,840 as of 6/22/18. \$87,889.90 as of 04/30/2019; FY19-20 \$2750 for Staff Travel & Registration
 FY15-16 deposit for lake; FY16-17 TTU CoE support \$4k & TS \$15k; actual spons brochure + conv cntr deposit
 FY17-18 TTU CoE pass thru of \$4k & TS support \$10K
 FY17-18 Deposit for SPI Convention Centre; FY18-19 TS support \$10K
 FY18-19 Deposit for venue(s); FY19-20 \$5k TS financial support, \$75k covered by revenue (4211).
 FY19-20 Assume deposit will be required for venue(s)
 FY16-17 expenses = ~\$4k, FY18-19 estimate expenses due to attendance; FY19-20 no event planned
 TS Annual Leadership Development Weekend (\$7,500 provided by General Branch Fund) (lined added 9/3/18)
 Use this GL code for misc., unplanned meetings; FY17-18 I Week & Harvey Report Release Events; FY19-20 I Week
 January and Summer - \$750/ea; Includes: room rental, food, AV
 Symposium and CECON - \$1,250/ea; Includes: room rental, food, & limited AV
 Symposium, Leadership Dev. Wknd, & CECON - \$1,250/ea; includes: room rental & food; FY18-19 reduced
 FY17-18 \$1k for Chi Epsilon National Conclave, \$1k for CI Summit & Structures Congress; FY18-19 \$1K for MRLC Dallas, \$1k for National Student Steel Bridge Comp (UTEP); FY19-20 In-kind marketing with ASCE Pipelines 2020

\$300/qly issue for print opt-ins; FY18-19 Assume only two printed issues (89.1 & 89.2)
 Lori Brix (Silent Partners) Advertising sales; FY18-19 assume sales will be down; FY19-20 Include digital website design support
 FY18-19 est 2 issues @ \$2k ea
 FY16-17 \$6,500; FY17-18 \$7,120; FY18-19 Support \$1,500, Annual Hosting \$1,000; FY19-20 WP Engine hosting \$350/yr, AWD Maint & Support \$50/mo
 FY17-18 website redesign; FY18-19 Actual = 2nd Half of Website Redesign; FY19-20 no additional costs anticipated
 Inventory storage (\$22/mo)
 iStock (\$60/mo), HootSuite (\$5/mo), Adobe Creative Cloud (\$50/mo), SurveyGizmo (\$280/yr), Constant Contact (\$100/mo), Zoom meeting (~\$500/year),
 Dropbox (\$11/mo), Canva (\$15/mo), Texas Media Directory (\$500); FY17-18 year 5 of 5 for CANTO Archive services;
 FY18-19 Constant Contact = \$136/mo and ASCE covers \$36/mo while TxSx pays balance

ASCE Pres & Gov Forum, Fly-In, etc.; FY19-20 Increased to ~50% of anticipated Pres & Pres Elect travel costs
 \$300/person reg fee. Send 3 annually (ED, Pres Elect, Pres); FY18-19 Event held in Dallas (send 5 volunteers, 3 staff)
 FY15-16 \$300 EP bound. marker; FY17-18 Dallas Old Red Courthouse Centennial Plaque \$1.5k; FY18-19 \$500 TSHA Annual Mtg Sponsor
 Increase budget by \$1,600 when Lifetime Service Awards will be presented (every 5 years, next = 2023)
 FY16-17 for 2 yrs; Cost for award, CECON Banquet registration, & Travel Stipend
 FY16-17 STAY Grant; FY18-19 Social Media Mktg, CECON Registration giveaways, etc.; FY19-20 CECON Raffle Prizes & Printed Materials
 FY17-18 Cast Bronze Plaque ~\$1,250 + \$150 for wood plaque
 FY17-18 \$500 for Government Affairs Business Cards; FY18-19 \$500 biz cards & \$500 Travel/Training/Recruiting
 FY17-18 Student Comp. Coordinator needs a few new buoys for Concrete Canoe Races; FY19-20 Equipment, shirts or other needs for the student activity chair or head judge (typically for use year after year in the competition so it is not burdened to one school)
 FY16-17 UEF grant denied; FY17-18, FY18-19 & FY19-20 \$1K for TAME STEM Comp Support & \$1.6K for State STEM Conference
 For MRLC registration (\$300) & Camping Trip; FY17-18 YM 2017 Camp Trip Overages due to venue change (\$200)
 FY18-19 \$2,000 for Institute Chapter Mtgs & Travel; FY19-20 \$200 for Misc Travel or Recruitment Activities

FY16-17 2017 Production & Consultant; FY17-18 & FY18-19 Materials; FY19-20 Materials & 2021 IRC Prep (Consultant ~\$10k for 2020 services; mailing survey to local government ~\$1,500)
 Bound TCEs (1 for Past President, 1 for TxSx Archive); FY19-20 evaluate if TCE Digital is implemented

**ASCE TEXAS SECTION
2019 - 2020 OPERATING BUDGET
APPROVED _____**


EXPENSES		PROPOSED BUDGET 2019-2020	% CHANGE from 2018-2019 BUDGET	ADOPTED BUDGET 2018-2019	ACTUAL as of 7/31/2019	% of BUDGET REALIZED as of 7/31/2019	2017-2018 AMENDED 1/19/2018	ACTUAL as of 9/30/2018	2016-2017 AMENDED 1/13/2017	ACTUAL as of 9/30/2017
DESIGNATED EXPENSE										
5620	TCEL/STUDENT ACTIVITIES COMMITTEE	1,000	0%	1,000	1,000	100%	700	1,300	700	700
5622	KEITH McBRIDE SPIRIT of COMP. AWARD	425	-50%	850	900	106%	1,200	221	1,800	2,400
5625	SAC CHR TRAVEL ALLOT	2,000	0%	2,000	861	43%	2,000	3	2,000	1,711
5630-15	ASCE GRANTS SPAG 2016	0	0%	0	0			0		
5635	GRANTS (OTHER ASCE)	0	0%	0	0		0	0	0	136
5650	GRANTS (NON-ASCE)	0	0%	0	0		0	0	0	
5660	GIFTS - MEMORIAL/OFFICER APPREC/OTHER	500	-33%	750	0	0%	500	756	1,500	100
5230-10	RESEARCH/ARCHIVING	0	0%	0	0		250	0	2,000	118
TOTAL DESIGNATED EXPENSE		3,925	-15%	4,600	2,761	60%	4,650	2,280	8,000	5,165
SECTION ADMIN										
5710	STAFF TRAINING, DUES, SUBSCRIPTIONS	3,300	-14%	3,850	1,475	38%	3,850	2,697	2,080	2,413
5711	RENT	26,000	0%	26,000	20,298	78%	25,000	24,967	25,000	25,137
5720	SECTION OFFICE RELOCATION	2,000	2000%	0	0		0	0		278
5721	PROPERTY TAX	475	-7%	510	420	82%	500	419	500	480
5722	EQUIPMENT FUND & EQUIP/FURN R & M	7,800	4%	7,500	7,793	104%	2,000	5,859	4,000	6,302
5729	BANK FEES	345	0%	345	269	78%	300	368	120	371
5731	CREDIT CARD TRANS FEES	3,250	-7%	3,500	2,711	77%	3,500	3,768	3,000	3,526
5732	AUDIT	0	0%	0	0		0	0	7,000	7,500
5733	INSURANCE (B & L)	1,435	3%	1,400	1,435	103%	1,300	1,356	1,300	1,262
5734	OFFSITE STORAGE/ARCHIVES	1,260	5%	1,200	1,105	92%	1,200	1,228	1,140	1,160
5735	STAFF-TRAVEL/EXPENSES	8,700	-13%	10,000	10,061	101%	13,500	10,974	8,000	15,485
5736	MISCELLANEOUS	600	20%	500	524	105%	500	293	500	1,078
5737	DUES & SUBSCRIPTIONS			1,450	555	38%	1,450	970	850	890
5741	OFFICE SUPPLIES, SHIPPING, PRINTING	1,900	153%	750	1,097	146%	750	588	1,500	1,221
5742	POSTAGE/SHIPPING			1,500	55	4%	1,100	1,092	1,100	1,055
5743	PRINTING			500	258	52%	300	419	300	366
5744	EX DIR CELL PHONE			850	477	56%	850	800	850	958
5745	EX DIR MARKETING BUDGET	500	-33%	750	424	57%	750	332		
5747	TELECOMM SVCS (PHN EMAIL INTERNET)	3,300	-3%	3,400	2,170	64%	3,400	2,947	4,000	3,783
TOTAL SECTION ADMIN		60,865	-5%	64,005	51,127	80%	60,250	59,077	61,240	73,264
TOTAL EXPENSES		548,534	15%	477,744	435,313	91%	522,000	486,247	528,426	486,720
OPERATIONAL EXCESS REV (OR EXP)		266		(1,594)	56,857		9,495	5,029	11,030	(25,375)

LEGEND:
Red = Line Item Change, either addition or deletion


NOTES

Prize awards equal TCEL donation at 4260: \$600 - 1st, \$300 - 2nd, \$100 - 3rd
 \$125 plaque + \$300 prize money; FY16-17 included previous years; FY18-19 Canoe & TBD; **FY19-20 Canoe Only**
 Stipend for Student Activities Cmte Chair & Head Judge (Comp Coord.) to attend Student Symposium; **\$1k Travel (x2)**
 Record expense at committee level
 Record expense at committee level
 Record expense at committee level
 Gifts/Donations honoring leaders who have passed; **FY19-20 Combine w/ 5560; Gift for Immediate Past Pres. (TCE?)**
 FY18-19 Project not anticipated

FY19-20 Combine w/ 5737; TSAE (\$300 ED & \$255 Data C), ASCE (\$315 ED), AMA for Comm. S. (\$260), PE for ED (\$40)
 \$700/FTE: Cont. Ed. (\$40-\$75 per webinar) & Conference (\$300 + possible travel); FY18-19 4 FTE; FY19-20 3 FTE
 FY19-20 monthly base rent = \$2,050 + op expenses (\$100/mo)
 Lease ends 9/30/20; Budget \$2k in case lease is not renewed & move is required
 FY19-20 est \$325 TCAD + \$150 for copier
 FY17-18: Server Sys; FY19-20 Copy Machine (\$160/mo), Computers (\$355/mo), Office 365, Box.com, etc (\$70/mo), QuickBooks (\$755/yr)
 FY17-18 Electronic Transfer for Branch Dues Pass Through \$3/Transaction; FY18-19 & FY19-20 include \$10/mo fee for EFT
 Credit Card Processing Fees (FY19-20 Braintree)
 Texas Section Office is audited every 5th year by contracted 3rd Party; next audit will be FY 20-21
 Hartford Policy expires 1/22/20, Annual Premium \$1,435, Includes Biz Personal Prop. & Liability, & Personal Injury
 FY19-20 \$105/mo
 ED: 7 Branches & TAME STEM Compet.; ED & Staff: Symposium, Leadership Wknd, Site Visits - Doesn't include CECON (See 5210)
 Food/Coffee for Staff meetings & Holiday Dinner
 TSAE (\$300 for ED & \$255 Data C), ASCE (\$315 for ED), Misc memberships (AMA for Comm. S. \$260), PE for ED (\$40)
 Toner, Paper, bottle water srvc, supplies, etc.; **FY19-20 Combine w/ 5742 & 5743**; Stamps, shipping, copy machine overages, biz cards
includes 2 permit renewals, stamps, general shipping fees
includes copy machine overages, and misc printing such as biz cards
\$40/mo (Grasshopper)
 Cover costs of meeting with potential partners/collaborators, and potential members/volunteers
 Freedom Voice (\$105/mo), Google Fiber (\$130), **FY19-20 Combine w/ 5744; Grasshopper (\$40/mo for ED Cell Phn)**

FORM F-2	SECTION DIRECTOR REPORT		
	Agenda Item Number	5.2	Branch Brazos Branch
	Date	9/18/19	Reported by Robert (Bobby) Lys Jr., P.E.
	Purpose	2018-2019 Board of Direction Meeting	

BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	2017-2019																
<p>We have only had one meeting since the previous BOD meeting. The branch has been on it's annual summer break</p> <p>On Thursday September 26th we will be installing our new branch officers for the 2019-2020 year. Officers selected to lead our branch are:</p> <table> <tr> <td>President</td> <td>Jose H Carmona, PE</td> </tr> <tr> <td>Past President</td> <td>Greg Lanting PE</td> </tr> <tr> <td>Vice President</td> <td>Raquel Gonzales PE</td> </tr> <tr> <td>Secretary</td> <td>Allison Adams PE</td> </tr> <tr> <td>Treasurer</td> <td>Greg Lanting PE</td> </tr> <tr> <td>Practitioner Advisor</td> <td>Victoria Wittman PE</td> </tr> <tr> <td>Branch Director</td> <td>Robert (Bobby) Lys Jr PE</td> </tr> <tr> <td>Social Char</td> <td>Eleanor Rivera PE</td> </tr> </table> <p>This year we are planning 9 branch meetings. At least one of these meetings will provide our local area with the 1 hour Ethics requirement for license renewal We have a field trip scheduled for the Spring. We will also meet for our annual Engineer's Week banquet during the week of Feb 16, 2019</p>				President	Jose H Carmona, PE	Past President	Greg Lanting PE	Vice President	Raquel Gonzales PE	Secretary	Allison Adams PE	Treasurer	Greg Lanting PE	Practitioner Advisor	Victoria Wittman PE	Branch Director	Robert (Bobby) Lys Jr PE	Social Char	Eleanor Rivera PE
President	Jose H Carmona, PE																		
Past President	Greg Lanting PE																		
Vice President	Raquel Gonzales PE																		
Secretary	Allison Adams PE																		
Treasurer	Greg Lanting PE																		
Practitioner Advisor	Victoria Wittman PE																		
Branch Director	Robert (Bobby) Lys Jr PE																		
Social Char	Eleanor Rivera PE																		
ITEMS FOR AGENDA	NONE																		

FORM F-2	SECTION DIRECTOR REPORT			
	Agenda Item Number	5.3	Branch	Corpus Christi Branch
	Date	9/18/19	Reported by	John D. Garcia, P.E.
	Purpose	2019-2020 Board of Direction Meeting (Outgoing/Incoming Report)		

BRANCH GOALS FOR 2019-2020

Our main goal for the upcoming 2019-2020 fiscal year is to provide value to our branch members by providing quality technical speakers at our monthly branch meetings. We also would like to start a mentorship program with the student branch of ASCE at Texas A&M University-Kingsville.

QUESTIONS FOR BRANCH REPORT


1. What is the status of ongoing programs and projects within the Branch? Continued success with hosting Canstruction event and providing monthly technical presentations and social meetings to members.
2. Are there any new programs/projects desired for the upcoming fiscal year? More involved mentorship with student branch and university students.
3. Does the Branch anticipate any needed support from the Texas Section during the upcoming fiscal year? Yes, the branch has had conversations with the Bobby Lys and Lindsay O’Leary to discuss more involvement from Texas Section with Corpus Christi Branch.

BRANCH REPORT	2018-2019	DIRECTOR’S TERM	2018-2020
	<ol style="list-style-type: none"> 1. We started off the fiscal year with our Leadership Planning Meeting for Board Members of August 11, 2018 to discuss upcoming events for the year. 2. Our installation of officers was held at our Branch meeting which took place on September 4, 2018. The officers were installed by the President Elect, Art Clendenin, P.E. 3. A Branch Meeting was held on October 2nd at Silverado Smokehouse. Guest speaker was Steve Ramos from the City of Corpus Christi Water Resources Manager. A pumpkin carving social was held on October 24 at the Executive Surf Club, downtown Corpus Christi. This social was aimed to gather together seasoned engineers as well as young professionals in a less formal environment where we can share experiences, career advice, and boost interest in ASCE. 4. A Branch Meeting was held on November 6, 2018 at the Silverado Smokehouse. Guest Speaker was Brent Lindelop from Underground Solutions. His topic was rehabilitation of underground waterlines. 5. A field trip was scheduled for December 5, 2018 (10:30 am to 11:00 am) to see an installation of 24-inch waterline in a 30-inch casing by Horizontal Directional Drilling under SPID at the Laguna Shores Road. Brent Lindelof, from Underground Solutions was onsite to provide construction related information on the bore. 6. A Branch Meeting was held on January 8, 2019 at the Silverado Smokehouse. Guest Speaker was Dr. Jaideep Chatterjee, Principal Geotechnical Engineer with Tolunay-Wong Engineers, Inc. The topic was Geotechnical Considerations of Ground Storage Tanks supported on Texas Gulf Coast soils. 7. A joint meeting was held with the Student Chapter at Texas A&M University-Kingsville on February 19, 2019. The presenter was Ms. Chandra Franklin Womack, PE, president and owner of Aran- Franklin Engineering. She is also on the TWIA board of directors. She gave presentation on windstorm regulations. 8. A joint Professional Society meeting was held on March 5th, 2019 at Cinnamon Shores, Mustang Island. The speakers for the evening were the Mayor of Port Aransas, Mr. Charles Bujan and City of Corpus Christi City Councilman, Mr. Greg Smith. The “State of the Island” discussion centered on items of local history and other relevant topics associated with the Island. 9. A Branch Meeting was held on April 2, 2019 at the Silverado Smokehouse. At this meeting we awarded two life memberships to branch members, Mr. Ted Chang and Mr. Robert Minor. Our guest speaker was Ms. Linda Winne from Standard Cement Materials, Inc. Her presentation was on cementitious products for manholes, wet wells and other rehabilitation applications. 		


10. A Branch Meeting was held on May 7, 2019 at the Siverado Smokehouse. Our speaker was Mr. Ron Reichert of Ameritex Pipe & Product, Inc.
11. On Thursday, July 11, 2019, members of the Corpus Christi Branch and several guests enjoyed a fantastic evening boat tour, generously hosted by the Port of Corpus Christi. Dinner and drinks were served onboard the party boat Texas Tease as representatives of the Port provided an interesting narration about the infrastructure and associated activities inside the Inner Harbor. Commentary ranged from current projects, including widening and deepening the Corpus Christi Ship Channel and construction of a new cable-stayed bridge to replace the 1959 Harbor Bridge, to future plans for the Port to accommodate increased exports of oil and other products such as LNG. The three-hour cruise went as far as the Tule Lake Turning Basin, then concluded with a leisurely sail around Corpus Christi Bay...a great way to view the sunset and take-in the cool breezes. A great time was had by all!
12. On Saturday, July 29, 2019, the upcoming Board of Directors for the Corpus Chrsiti Branch for fiscal year 2020 met at the Greelight Coffee shop to prepare a roadmap of where they want the Branch to go. In shor, the meeting was a success and goals were set and the future of the Branch looks bright.
13. We plan to kick of the new fiscal year at North Beach where the Branch was born 70 years ago. The meeting will be the installation of our branch officers and will take place on September 12th, 2019 at Fajitaville Restaurant. We plan to reveal our 70th Anniversary Logo contest winner and have a presentation of the History and Heritage of the Corpus Christi Branch.

ITEMS FOR AGENDA	(for office use)
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Enter information by overwriting this text. List items requiring action or discussion here.

FORM F-2	SECTION DIRECTOR REPORT		
	Agenda Item Number	5.6	Branch Dallas Branch
	Date	9/18/19	Reported by Patrick Williams, PE, LEED AP
	Purpose	2018-2019 Board of Direction Meeting	


BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	2018-2020
<p>Activities completed since last Board Meeting:</p> <ul style="list-style-type: none"> --- May Branch Luncheon – NTTA Topic --- June Branch Luncheon – Valley View Mall Topic --- July Branch Luncheon – Joint Meeting with Fort Worth Branch --- August Branch Luncheon – NCTCOG Topic --- Hosted 20 students and their teachers at April Branch Luncheon from HHS and WWHS CE Clubs --- Sent representatives to the Student Symposium in South Padre Island --- Sent representatives to the Leadership Conference in Austin --- Received nominations, selected awardees, and announced 2019 Honors & Awards winners --- Received nominations and communicated the slate of candidates for 2019-20 Branch Officers <p>Activities being planned for the remainder of the year:</p> <ul style="list-style-type: none"> --- September Branch Luncheon – LAFP Topic --- October Branch Luncheon – TRA Topic --- November Branch Luncheon – Texas Central Partners Topic --- December Branch Luncheon – KDC Topic --- Announce selected 2019-20 Branch Officers --- Charity Golf Tournament --- South Methodist University (SMU) Mentorship Program meeting and assignments of mentors/mentees --- Send representatives to CECON in San Marcos --- Send representatives to the YM Camping Trip 			
ITEMS FOR AGENDA	None		

FORM F-2	SECTION DIRECTOR REPORT			
	Agenda Item Number	5.8	Item Title	Fort Worth Branch
	Date	9/18/2019	Reported by	Clinton Hoover PE
	Purpose	2018-2019 Board of Direction Meeting		


BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	Odd Years (2017-2019)
<p>Activities completed so far this year:</p> <ul style="list-style-type: none"> • Successful nomination of Wichita Falls for Outstanding Civil Engineering Award (OCEA) Texas Section Award. Potential for Global Award consideration. • Increase branch visibility (social media, etc.) • Continue to grow the Fort Worth Branch scholarship program • Update by-laws • TSPE E-Week Sponsorship and event participation • Increased Younger Member participation through additional outreach events • Program and host Fort Worth/Dallas Joint meeting in July 2019 • Strategic Planning Meeting for Fort Worth ASCE Branch was held <p>Activities being planned for the remainder of the year:</p> <ul style="list-style-type: none"> • None 			
ITEMS FOR AGENDA	none		

FORM F-2	SECTION DIRECTOR REPORT			
	Agenda Item Number	5.9	Branch	High Plains Branch
	Date	9/18/19	Reported by	Joseph W. Shehan PE
	Purpose	2018-2019 Board of Direction Meeting		


BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	Even Years (2018-2020)
<p>Activities completed since last Board Meeting: Held monthly meeting with relivent speakers.</p> <p>Activities being planned for the remainder of the year: Continue monthly meetings Fundraising Event – Golf Tournament for Scholarships Bylaw update</p>			
ITEMS FOR AGENDA	None		

FORM F-2	SECTION DIRECTOR REPORT		
	Agenda Item Number	5.11	Branch Northeast Texas
	Date	9/18/19	Reported by Russell Gibson, P.E.
	Purpose	2018-2019 Board of Direction Meeting	


BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	
<p>Activities completed since last Board Meeting:</p> <ul style="list-style-type: none"> We held our Clay Shoot Fundraiser in conjunction with WEAT We held a student chapter social event that included professional members and students from LETU and UT-Tyler student chapters <p>Activities being planned for the remainder of the year: n/a</p>			
ITEMS FOR AGENDA	(for office use)		
N/A			

FORM F-2	SECTION DIRECTOR REPORT		
	Agenda Item Number	5.13	Branch San Antonio
	Date	9/18/2019	Reported by Amy Stone PE
	Purpose	2018-2019 Board of Direction Meeting	

BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	2018- 2020
<p>Activities completed since last Board Meeting:</p> <p>Elections. Very few summer activities, last report was at end of March.</p> <p>Activities being planned for the remainder of the year: Remainder of calendar year: Another meeting at UTSA with students, montly meetings, december social.</p>			
ITEMS FOR AGENDA	None		

FORM F-2	SECTION DIRECTOR REPORT		
	Agenda Item Number	5.14	Branch SETX
	Date	9/18/19	Reported by Liv Haselbach
	Purpose	2018-2019 Board of Direction Meeting	

BRANCH ACTIVITIES	2018-2019	DIRECTOR'S TERM	2017-2019
<p>Activities completed since last Section Board Meeting:</p> <p>Branch board meetings: June 10 and August 11th.</p> <p>Welcome Back BBQ at Lamar University for all civil students hosted by the Branch. Sept 12 2019 (>50 expected)</p> <p>Technical Webinar: Sept. 10, 2019. Leadership</p> <p>August 21, 2019 Lunch and Learn Presentation by Shoretec on Revetment and Erosion Control Systems with students also attending.</p> <p>Supported Engineers Without Borders. Chipotle Fundraiser in Port Arthur on Tuesday, July 16th</p> <p>Summer Picnic on Galveston Island. Approximately 30 in attendance including students from the Chapter despite torrential downpour and flooding. Great food. June 29, 2019</p> <p>June 18 Webinar: Infrastructure Education for Texas Legislators</p> <p>Social Event on May 16, 2019 to Bowl at Crossroads Bowling Center with students also attending.</p> <p>May 14, 2019: Section Webinar recorded at Lamar University with branch attendees heckling 😊 Liv Haselbach the presenter on Pervious Concrete</p> <p>Lunch-n-Learn on Roller Compacted Concrete pavement May 8th, City of Beaumont Water Utilities Dept. room</p> <p>May 5, 2019: Crawfish Boil hosted by the Branch with ~30 in attendance including students</p> <p>Social Event on April 18, 2019 to Bowl at Crossroads Bowling Center with students also attending.</p> <p>Activities being planned for the remainder of the year: Tailgate at Lamar Football game: Oct. 5, 2019 Ethics Lunch and Learn October 2019 (TBD) Various webinars Meet and Greet with professionals and students at Lamar University: January 2020</p>			
ITEMS FOR AGENDA	None		

FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.1	Item Title	Executive Director
	Date	9/18/19	Reported by	Lindsay A. O' Leary PE
	Purpose	2018-2019 Board of Direction Meeting		

REPORT	Staffing and Office Space		
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The **Section staff team** includes three full-time team members: *Data Coordinator* and *Secretary to the Board* Mike Sosa, *Communications Specialist* Bailey (Bounds) Pattison, and *Executive Director* (me). Notable staff-related items:

- Staff Anniversaries: We celebrated Bailey's 2-year anniversary in September and Mike's 2-year anniversary in June! November 2019 will mark my 3-year anniversary.
- The Section staff team received great feedback for hosting the largest Leadership Development Weekend. Thanks to President Elect Susan Roth PE's vision, the 2019 event was a huge success.
- Staff have been busy this fall completing the [Texas Civil Engineer](#) magazine transformation to a digital platform (to be launched at CECON 2019), supporting the Texas Civil Engineering Conference (CECON) Planning Committee, and arranging for 2019-2020 officer transistions.

The **Section's office** lease expires next year, at the end of September 2020. 2019 is the fourth year of the office's 5-year contract although the Section has rented its current office space since 2005. In other leasing news, and *as reported to the Executive Committee in July*, the Section office entered into a new 5-year lease agreement for a new multifunction copy machine this summer, selecting a new vendor who manages both the lease and service.

REPORT	Communications and Marketing		
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From July 2019 Executive Committee Meeting Report:

Bailey Pattison prepared a detailed communications report (attached), including analytics for our new website, email communications to membership and our social media channels, as well as an update on CECON 2019 marketing and media relations. Please review her 2-page report and don't forget to follow the Section's LinkedIn page: www.linkedin.com/company/texasce/

REPORT	Budget and Non Dues Revenue Streams		
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The Section's Budget & Finance Committee held a meeting on August 30th to review the draft FY2019-2020 Operations Budget, including requests and means to balance the budget. The preliminary budget will be reviewed with both incoming (2019-2020) and outgoing (2018-2019) Board members via webinar on September 10th, prior to meetings in conjunction with CECON 2019. Questions? Please contact me and 2018-2020 Treasurer Reem Zoun PE (reem.zoun@austintexas.gov) prior to Board meetings.

Primary sources of non-dues revenue for the Texas Section include (1) technical webinars, (2) career center postings, (3) advertising sales, and (4) events.

1. The Section has returned to a consistent schedule for technical **webinars** (2nd Tues of every month). VP for Educational Affairs (Kimberly Cornett PE) and VP for Technical Affairs (Rich Patrick PE) have worked together to round out the schedule for the remainder of 2019. Thank you, Rich and Kimberly! As of September 6, 2019, webinar revenue is \$5,940. The budgeted webinar revenue for FY2018-2019 is \$10,500. Although this revenue goal may not be met, plans are in place to reach the FY2019-2020 revenue target for webinars.
2. Non-dues revenue generated through our online [Career Center](#) continues to climb this year, tied to a booming Texas construction and engineering market.
 - The Career Center has generated \$9,700 in revenue as of September 6, 2019 for FY2018-2019.

- Job postings to the Career Center generated \$5,100 and \$8,450 in revenue for FY2016-2017 and FY2017-2018, respectively.
 - At this rate of posting sales, we will exceed our budgeted revenue projection of \$10,000.
 - To ensure the Career Center remains a popular job advertising platform, Section staff send two Career Center-focused emails per month to all members, highlight an associated RSS feed on our redesigned website homepage, and post new opportunities automatically on our Twitter feed.
3. The Section's **advertising** efforts will pick up once the *Texas Civil Engineer (TCE)* magazine's new online platform is launch at **CECON 2019**. We are working with Lori Brix (Silent Partners) to develop a revised contract for her consulting services related advertising sales. She previously worked under a commission-based agreement, however the price point for digital ads does not align with a commission contract. The Section may hire her at an hourly or lump-sum monthly rate.
 4. Both the **Student Symposium** and **CECON** are potential sources of non-dues revenue.
 - The financial report for the 2019 ASCE Texas Student Symposium was presented to the Executive Committee on July 12, 2019. The event resulted in a \$6,415 profit, which was split between the UTRGV ASCE Student Chapter (60%), Texas Section's Symposium Savings Account (30%), and Texas Section's Operating Account (10%).
 - The CECON 2019 preliminary budget does not include a profit but does include the annual \$20,000 Section support fee.

REPORT	Other activities		
<ul style="list-style-type: none"> • Governing Documents. Section membership was notified of the Board's plan to amend the 2008 <i>Constitution</i> during the September 18, 2019 Board meeting. Notification was provided via email blast to all subscribing members on August 16, 2019 and included a summary of proposed changes. It was provided thirty (30) days in advance of the meeting in accordance with the 2008 Constitution. <i>Bylaws</i> are still undergoing review: <ul style="list-style-type: none"> ○ November 2018 - Submitted to ASCE for their review and comment. ○ April 2019 - ASCE provided comments. Texas Section responded with request for clarification and answers to questions. ○ June 2019 and August 2019 - ASCE provided responded with additional questions. ○ Once ASCE comments have been addressed, this revised document will be shared with all Board members, along with a summary of changes. Ultimately the Board will need to approve the amended <i>Bylaws</i>. 			
ITEMS FOR AGENDA	None		

ASCE Texas Section

Communications Report for July 2019 Executive Committee Meeting

Bailey Pattison, Communications Specialist

1. **Website:**

The website had 4,884 unique page views in May 2019, up from 4,566 unique page views in February 2019, for a 6.9% increase this quarter.

- **Top 10 TexASCE pages with most unique page views since February 2019**

1. Homepage with 3,181 unique page views
2. Student Symposium page with 2,099 unique page views
3. Career Center with 778 unique page views
4. Texas Section Leadership page with 562 unique page views
5. Scholarships page with 505 unique page views
6. Events page with 468 unique page views
7. ASCE Texas Section's CECON page with 335 unique page views
8. Branches page under "About Us" with 315 unique page views
9. May Technical Webinar with 230 unique page views
10. Specific job listing for Project Manager with 223 unique page views

Unique page views are the most accurate representation of how many people are looking at a website. This is because unique page views only measure how many people view a page one time rather than counting every single page view, including the times the same person views the same page multiple times. With these metrics, we know which pages are the most popular. In addition, if there is a page that we want more members to view and it isn't showing up as one of the top pages, with the most unique page views, we can strategize how to better reach members with that page. The Texas Section will continue to monitor unique page views as a gauge for how successfully we are driving people to the pages we want and to see how well the site is performing overall.

2. **Email Blasts:** Monthly *TexASCE Advisor* e-newsletters are sent during the first two weeks of each month. Other marketing emails and campaigns are also distributed throughout the month on topics such as upcoming events, webinar offerings, and special student-focused emails.

- **Most viewed email sent to assigned users since February 1, 2019**

- Title: "TexASCE Advisor – May 2019"
- Audience: 6,649 assigned members
- When: May 2, 2019
- Open Rate: 28.1% open rate. This means 1,768 members opened the email.
- Click Rate: 7.4% click rate. This means 131 clicked on something.

The Texas Section averages a 24% open rate based on data collected from its last 10 email campaigns, as compared to the 20% industry open rate reported by Constant Contact.

3. **CECON 2019:** A detailed preliminary CECON 2019 marketing plan was presented to the CECON 2019 co-chairs on November 28, 2018 and includes an overall marketing timeline as well as topics for messaging leading up to CECON 2019. The Texas Section has been sending regular emails and scheduling social media posts on the approved messaging topics as information is available. The Section has worked with the CECON Marketing Subcommittee to design a suite of social media and email promotional graphics that it then uses in social media posts and marketing emails. To reach more people, the Section also designed a suite of social media graphics for keynote speakers, sponsors/exhibitors, and collaborators to use when advertising to their own social media networks. A Facebook event has been created, and the Section regularly posts updates about CECON on it and all social media accounts. In addition

to regular posts, the Section is utilizing paid social media posts, pinned tweets and posts, email templates, and other strategies over time to cohesively market CECON.

4. **Media Relations:** The Section has an association news monthly feature in the statewide publication "Texas Contractor Magazine." The Section's latest article is titled, "ASCE Texas Student Symposium Recap." Other topics since February have included Engineer's Week, Legislative Drive-In, Infrastructure Week, and CECON. The Section also submits a calendar of events to the Austin issue of "Construction News" association monthly calendar. Here are some other highlights:
 - Our Legislative Drive-In Recap was featured by ASCE Headquarters in their "This Week in Washington" newsletter
 - Brandon Klenzendorf PhD, PE worked on talking points with ASCE and spoke about aging dams in Texas on CBS Austin on May 21, 2019. The news story also gave a shout-out to the Infrastructure Report Card.

5. **Social Media:**
 - **Facebook:** The Section's Facebook page had **734** followers as of June 1, 2019, up from 612 on June 1, 2018, for a 20% increase year-over-year (YoY). This is a 9% increase for the quarter as we had 673 followers on February 1, 2019.
 - The most successful organic (not paid) post from February 1, 2019 – June 1, 2019 with 3,600 people reached and 681 engagements: "We had a blast connecting with over 300 students & professionals from Texas & Mexico at the 2019 Texas ASCE Student Symposium in South Padre Island last month. Students showcased their year of hard work in the Concrete Canoe, Blue Sky, & Mystery Design Competitions, attended technical & career-oriented seminars, & interacted with potential employers at the career fair & networking mixers. Shoutout to ASCE UTRGV for hosting & doing a great job leading the event. We will post a full recap soon, but for now, enjoy this little teaser video, sponsored by Hilti. #txmxasce19."
 - This post reached 1,918 more people and had 519 more engagements than the most popular post of 2018, which had 1,682 people reached and 162 engagements.
 - **Twitter:** The Section's Twitter account had **1,400** followers on June 1, 2019, up from 1,159 followers on June 1, 2018, for a 21% increase year-over-year (YoY). This is an 8% increase for the quarter as we had 1,295 followers on February 1, 2019.
 - The tweet with the most impressions from February 1 – June 1, 2019 was posted March 15, 2019 and had 10,000 impressions: "#TexASCE Members met with Senator @JohnCornyn for #TexasThursdayCoffee at the Capitol. They discussed #InfrastructureNow and fixing the Highway Trust Fund. L-R: Lindsay O'Leary PE, Augustine Verrengia PE, Senator Cornyn, and Jean-Louis Briaud PhD PE #ASCE2DC #txlege #Congress pic.twitter.com/wC6pcchkYU."
 - This post had 6,931 more impressions than the most popular tweet of 2018, which had 3,069 impressions.
 - **Instagram:** In July 2018, the Texas Section created an Instagram account: **asce_texassection**. Since it hasn't been around a year yet, the reported analytics cover this quarter only. The Section had **340** followers on Instagram as of June 1, 2019, up from 240 followers on February 1, 2019, for a 42% increase this quarter.
 - The Instagram post with the most impressions since February 1, 2019 was posted on May 16, 2019 and features a picture of Texas A&M Kingsville students in the water with their concrete canoe: "@javelinasion Rowin' Hoggies are ready to

go! #concretecanoe #txmxasce19." The post received 34 likes, made 383 impressions, and reached 247 accounts (33% of which were not following us).

- **LinkedIn:** The Texas Section ASCE LinkedIn member-only group had 1,457 members on June 1, 2019. The group is still active and available for members, but it no longer provides analytics, and the primary LinkedIn location for the Section is now the LinkedIn company page, called **ASCE Texas Section**, that was created in January 2019. Analytics going forward will be for this page. Since it hasn't been around for a year yet, the reported analytics will cover this quarter only. The section's LinkedIn company page had **148** followers on June 1, 2019, up from 22 followers on February 1, 2019, for a 572% increase this quarter.
 - The LinkedIn post with the most impressions was posted June 6, 2019 and had 7,033 impressions: "With great sorrow, we share with you that ASCE Dallas Branch President, Anthony Luce PE, passed away peacefully June 5th after an extended illness. He was a BGE Project Manager with tremendous spirit, leadership and humor. He is survived by his wife and two young children, other family members and, of course, his ASCE family. Please lift up Anthony's family at this time."

Social Media Year-Over-Year Statistics


(# of Followers)

	Twitter	Facebook	Instagram	LinkedIn Page
June 2018	1,159	612	N/A	N/A
June 2019	1,400	740	368	148

Social Media Quarterly Statistics

(# of Followers)

	Twitter	Facebook	Instagram	LinkedIn Page
Feb 2019	1,295	673	240	22
March 2019	1,334	680	246	45
April 2019	1,349	687	272	77
May 2019	1,371	713	313	93
June 2019	1,400	734	340	148

FORM F-2	SECTION OFFICE REPORT			
	Agenda Item Number	6.2	Item Title	Operations
	Date	9/18/19	Reported by	Mike Sosa
	Purpose	2018-2019 Board of Direction Meeting		

REPORT	Annual Reports and Tax Returns		
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- **Annual Reports:** Reports were collected by ASCE through an online form in 2018 (we assume the same 2019). The deadline for submittal is **November 30, 2019**. The timely submittal of annual reports helps to ensure the Texas Section receives an annual allotment from ASCE.
- **Tax returns:** The Texas Section filed our 2017 Form 990 on August 9, 2019. Ron Meyer drafted the Form 990 and then staff reviewed the draft in detail and subsequently provided it to the Board for review. It was also provided to ASCE's Finance Department for their review and comment prior to submittal to the IRS.
- Austin, Fort Worth, and San Antonio Branches had all previously filed extension requests for their respective 2017 Form 990's. The current status of those Branches' tax returns is listed below:
 - Austin – filed on August 15, 2019
 - Fort Worth – awaiting confirmation from Branch
 - San Antonio – filed on August 8, 2019

REPORT	Sales/Franchise Taxes (Texas) and Inventory		
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- Orders for the "Engineering a Better Texas" centennial history book continue to be slow. Current inventory of the book is approximately 185. The Section Office is working with STEM Committee Chair Christina Kim to come up with a plan to donate the remaining books to Texas schools, libraries, etc.
 - The cost to store remaining books off-site is \$264/year.
- The Section still has approximately 150 business card holders. It is recommended that these continue to be distributed at our events (including the Symposium and LDW).

REPORT	Subsidiary Bylaws		
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Recommended for approval: NONE

The following bylaws may need to be updated after coordinating with the appropriate leaders:


- Fort Worth Branch (*holdover from previous meeting*)
- Brazos Branch, Caprock Branch, Central Texas Branch, Corpus Christi Branch, El Paso Branch, High Plains Branch, Northeast Texas Branch, Rio Grande Valley Branch, Southeast Texas Branch, West Texas Branch

Note: sample Texas Section subsidiary bylaws are available for both Branches and Institute Chapters upon request.

REPORT	Section Meetings Schedule		
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- The next Executive Committee Meeting will take place in early 2020 (location TBD).
- The next Board of Direction Meeting will take place at the 2020 Student Symposium in March 2020.
- All Upcoming Events: <https://www.texasce.org/events/>

ITEMS FOR AGENDA	None		
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FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.3	Item Title	Trust Funds
	Date	9/18/19	Reported by	Lindsay A. O'Leary PE
	Purpose	2018-2019 Board of Direction Meeting		

REPORT	Texas Civil Engineering Foundation (TCEF)		Allen "Bud" Beene PE
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- TCFF's *Texas Section Past Presidents Educational Trust Fund* Trustees: Tim Newton PE, Jack Furlong PE, Crespín Guzmán PE, and Ricky Bourque PE
- Fund balance as of June 26, 2019 = \$81,003 (September 30, 2018 = \$85,100)
- TCEF is still seeking two officers: Executive VP (2019-2025 term) and VP Administrative (2019-2025 term).
- Fundraising efforts will be continued for the *Trust Fund* to provide support of Texas Section activities.
- Trustees are preparing the FY2018-2019 Report, which will be provided to Board members for review before the next Board meeting.

REPORT	John B. Hawley Memorial Trust Fund		Theodore Cleveland PE
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- Trustees: Dr. Ted Cleveland PE (outgoing), Dr. Mark Boyd PE, and Sean Merrell PE
- Incoming Trustee: Dr. Brandon Klendendorf PE for Term 2019-2025
- Fund balance as of June 26, 2019 = \$302,371 in Edward Jones account
- Former Trustees David Schnurbusch closed the CD account with J.P. Morgan Chase. The \$15,000 balance has been temporarily transferred to the Texas Section's Wells Fargo operating account. The Section will transfer these funds to the Trust Fund's Edward Jones account after CECON 2019.
- For reference, June 1, 2018 = \$311,800 (combined Edward Jones & funds held temporarily by the Section)
- Fellowship Status: Two (2) \$5,000 fellowships were awarded in 2019: Kushal Adhikari (Texas Tech University) and Ali Ansari (University of Houston). The last fellowship was awarded 2016.
- Tax Status: Trustees will arrange for 2018 Form 1041 to be filed by **Ron Meyer PLLC**
- Trustees are preparing the FY2018-2019 Report, which will be provided to Board members for review before the next Board meeting.

REPORT	J. Walter Porter Memorial Trust Fund		Donald Willhouse PE
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- Trustees: Don Willhouse PE (outgoing), Ron Lemons PE, and Brett Pope PE.
- Incoming Trustee: Ottis Foster PE to be appointed for Term 2019-2024
- Fund balance as of June 28, 2019 = \$69,563 (Rate of Return 5.62% June 2018-June 2019)
- Fellowship Status: One \$5,000 fellowship was awarded in 2019: A. H. M. Golam Hyder (The University of Texas at El Paso). The recipient was not able to attend CECON 2019. Trustees plan to formally recognize the recipient during CECON 2020 and to work with ASCE Texas Section VP Technical to encourage the recipient to participate as a poster or lightning round presenter during the conference.
- Tax Status: Trustees will arrange for 2018 Form 1041 to be filed by **Ron Meyer PLLC**
- The Trust Fund's FY2018-2019 Report was provided to ASCE Texas Section on August 1, 2019 and is attached to this Board report. It noted that Trustees plan to revisit the thought of awarding a fellowship every other year depending upon the growth of the fund. Since the Trustees will not award a fellowship next year, their plans are to prepare a detailed operations process to guide future Trustees.

ITEMS FOR AGENDA	Item 2.3.5 – Appoint Ottis Foster PE as Porter Trustee for Term 2019-2024
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Trustees

Donald Willhouse, dewconsultingengineer@gmail.com, (Term is set to retire in 2019)

Ron Lemons, rml@freese.com, 817.239.9981, (Term expires in 2020)

Brett Pope, brett.pope@terracon.com, 512.368.0455, (Term expires in 2024)

Background

The J. Walter Porter Fund was established in December, 1978 to fund a fellowship for graduate study in the field of Water Resources Development and Conservation. To qualify for the award, a candidate must be a student in a recognized school of engineering in the State of Texas and a member of ASCE. The recipient is obligated to present a technical paper on his/her graduate work to a regular meeting of the Texas Section ASCE.

Financial Summary

Financial Institution:	Edward Jones
Beginning Balance	\$70,780.06 (balance on 6.25.18)
Current Balance	\$69,563.24 (balance on 6.28.19)
Rate of Return	5.62% - last 12 months 11.34% - year to date
Scholarship Award	\$5,000.00
Name of Fellowship Recipient	A H M Golam Hyder

Summary of Investments

Investments were moved to 70% stocks and 30% bonds in three five-star funds on April 4, 2018. This is more aggressive than normal but the Trustees felt that we needed to grow the fund.

Trustee Actions during Fiscal Year

The Trustees awarded a \$5,000 fellowship.



Planned Future Actions

The current plan is to be more aggressive with growth of the fund over the next few years and award a fellowship of about \$5,000 every other year. We actually did not have the fund growth needed to award the fellowship in 2019. However, we decided to award a fellowship because it had been a number of years since one had been awarded. We may need to revisit the thought of awarding a fellowship every other year depending upon the growth of the fund. Since the Trustees will not award a fellowship next year our plans are to prepare a detailed operations process to guide future Trustees.

Requests for ASCE Texas Section Board of Direction

Name replacement for Trustee Willhouse. We recommend a special Board commendation for Don Willhouse. He has served much longer than his original term. Trustees Lemons and Pope appreciated his patience and guidance as we learned about the Porter Memorial Trust.

We have gotten off of a normal Trustee rotation and recommend that we get back onto a normal rotation. Therefore, we recommend that a new Trustee be appointed to a 3 year term expiring in 2022. Since this will be a shorter term we further recommend that a former Porter Trustee be asked to serve the shorter term. In that way, we will be get back to a normal 6 year rotation with a new Trustee every 2 years. The Board should prepare to replace Trustee Lemons in 2020.

Supplemental Information

Porter Fund Statement thru June 28, 2019 is attached.

Please contact the ASCE Texas Section Executive Director, Lindsay O'Leary, P.E., to request a copy of the Porter Fund Statement: loleary@texasce.org or 512-472-8905.