



ASCE Texas Section advances our communities through the development of civil engineers as leaders who create a legacy of **Service** through: **Technical proficiency**, **Educational opportunities**, and **Professional advocacy**.

CECON 2021 Budget Approval:
See Page 5 of Meeting Minutes

MINUTES – FOR BOARD REVIEW AND APPROVAL

ASCE TEXAS SECTION

SPRING 2020-2021 BOARD OF DIRECTION MEETING

March 26, 2021 | 1:00 – 4:30 PM CST | Hybrid Meeting
BGE, Inc., 2595 Dallas Pkwy, Frisco, TX 75034, and Zoom Meeting

1.0 Convene

1.1 Call to Order. The meeting was called to order by President Sean P. Merrell PE at 1:00 PM CT.

1.2 Roll Call, Determination of Quorum. Secretary Mike Sosa called role and a quorum was present.

Position	Name	Present/Absent
President	Sean P. Merrell PE	P
Past President	Susan K. Roth PE	P
President Elect	Patrick Beecher PE	P
VP Educational	Natalie Chaney PE	P
VP Educational Elect	Clay Forister PE	P
VP Professional	Griselda Gonzales PE	P
VP Professional Elect	Patricia Frayre PE	P
VP Technical	Robert “Bob” Stevens PhD, PE	P
VP Technical Elect	Ron Reichert	P
Senior Director at Large	Alik McCoy PE	P
2 nd Year Director at Large	LJ Francis PE	A
1 st Year Director at Large	Michael Schneider PE	A
1 st Year Director at Large	Yan Linwood PE	A
Treasurer	Christopher Nance PE	P
Executive Director	Lindsay O’Leary PE, CAE	P
Board Secretary	Mike Sosa	P
Section Directors		
Austin	Kat Lauer EIT	P
Brazos	Robert Lys Jr. PE	A
Caprock	Russell Carter PE	P
Central Texas	Trey Simpson EIT	P
Corpus Christi	Joe Alvarez	P
Dallas	Phillip Alcorn PE	P
El Paso	Chris Nance PE	P
Fort Worth	Kimberly Cornett PE	P
High Plains	Rodolfo Mireles PE	A
Houston	Luis Gonzalez PE	P
Northeast Texas	David Stanley PE	P
Rio Grande Valley	Aldo Garcia	P
San Antonio	Amy Stone PE (Mike Bratten PE subbed at 3 PM)	P
Southeast Texas	Liv Haselbach PhD, PE Sub = Mark Mann PE	P
West Texas	No delegate	A

P = Present; A = Absent; Sub = Substitute

Guest List

1. Jenni Peters CAE (Communications Specialist)
2. Glenn Goldstein (Assistant Treasurer)
3. Jerry Paz PE (Chair, Region 6 Board of Governors)
4. Kensey Russell PE (Governor, Region 6)
5. Jonathan Brower PE (Dallas Branch President)
6. Andrew Wilson PE (Fort Worth Branch President)
7. Patrick Williams PE (Membership Committee Chair)
8. Jennifer Bohlander PE (CECON Planning Committee Co-Chair)
9. Sandee Khoury PE (TxUESI President)
10. Dan Becker (ASCE Technical Region Board of Governors Candidate)

1.3 President Elect Patrick Beecher PE led attendees through the Pledge of Allegiance & Invocation.

1.4 Welcome Visitors, Housekeeping Announcements

Discussion: Executive Director Lindsay O’Leary provided a list of Zoom tips and best practices and President Merrell welcomed all guests listed in 1.2 to the meeting.

1.5 Zoom Screen Capture by Jenni Peters, in lieu of photograph.

1.6 Region 6 Director Jerry Paz PE Provided Society Officer Comments & Region 6 Comments

Discussion: Region 6 Director Paz talked about the national [Infrastructure Report Card](#) and how much positive media attention it has received to date. Next, he noted that there are two candidates for ASCE President – Maria Lehman PE, ENV SP, F.ASCE From New York and Peter Moore PE, ENV SP, LEED AP, F.ASCE from Florida. He also noted the Multi Region Leadership Conference (MRLC) 2021 is set to be held virtually from April 7-9 (2 hours per day) and that ASCE is on track to release Mega City (part of Future World Vision) in the fall or winter 2021. He mentioned the 2021 [Region 6 Grant Program](#) funds will focus on supporting report card updates and Future World Vision-related events to encourage Sections and Branches to incorporate Future World Vision into events and programs. Lastly, he gave an update on Region 6 Governor Election, noting there are two candidates (Lawrence Goldberg PE from Texas and Sonya Cooper PhD, PE from New Mexico) to replace the outgoing Governors Sanford LaHue PE and Gerald Parker PE.

Action: All members should continue to promote Dream Big and begin to brainstorm ideas for promoting ASCE [Future World Vision](#).

TRBG Guest Comments

Discussion: Dan Becker introduced himself and noted he is running for the position of Technical Region Director on the ASCE Board of Directors. He noted he is very passionate about institute chapters and getting them more involved with the activities of Sections and Branches. The other candidate, Yin Hai Wang, was invited to the meeting to provide remarks but unable to attend.

1.7 President Merrell Provided the Executive Summary

Discussion: President Merrell noted the [2021 Texas Infrastructure Report Card](#) was released in February and has been receiving positive feedback from stakeholders. He also noted that the Section is forming a task committee to evaluate infrastructure resiliency (see item 3.8), the Diversity Equity & Inclusion Task Committee held its first meeting in mid-March to develop a vision statement and set a list of goals, and the Student Symposium is set to become a region-wide event starting in 2022.

2.0 Administrative Items for Board of Direction Action

2.1 The Board approved Substitute Section Directors.

Discussion: Noted substitutes include Mark Mann PE for Southeast Texas Branch.
Motion to approve substitute Section Directors. Move to approve. Seconded and passed without dissent.

2.2 The Board was asked for any changes to the agenda.

Discussion: Agenda changes were not requested and therefore no vote was taken.

2.3 The Board was asked to disclose any potential conflicts.

Discussion: Executive Director O’Leary explained the purpose of the Conflict of Interest (COI) form. No potential conflicts were disclosed and therefore no vote was taken.

3.0 Items for Discussion

3.1 Strategic Dialogue: Post-Pandemic Meetings & Events

Discussion: President Merrell noted the Section is still planning to host [CECON](#) in-person in September 2021 and Past President Roth mentioned offering a virtual option for portions of CECON 2021. VP Educational Elect Forister noted he helps to plan a 100% virtual event for ASCE every year, which attracts attendees who otherwise would not attend because. The Board generally agreed hybrid events provide equitable access.

Branch Updates:

- Dallas – Section Director Alcorn and President Merrell mentioned the Branch is not planning to meet in-person until August 2021 at the earliest.
- El Paso – Section Director Nance noted the Branch struggles with any in-person event due to their wide geographic footprint and has found success bringing in new people over the last year through virtual meetings
- Northeast Texas – Section Director Stanley asked if there has been any update from ASCE on their guidelines (current guideline is to avoid in-person meetings until June 2021).
- San Antonio – Section Director Stone noted the Branch had a discussion earlier in the week to address this topic and ultimately decided to host their May meeting in-person with a virtual option. They have a venue that allows for adequate space to adhere to social distancing. Per normal, they do not plan to have a Branch meeting again until September as the Branch takes a summer meetings break.
- Southeast Texas – Substitute Section Director Mann noted the Branch is setting up a hybrid event to host a student and professional mixer. They plan to set up the rooms to accommodate social distancing for in-person attendees.

3.2 Membership

Discussion: Membership Committee Chair Williams began by mentioning the current plan for the membership committee is to approach companies instead of individuals. Their first step is to engage current members to become “corporate ambassadors” for their company, to help collect info on dues payment policies and current engagement. Once data is collected, they plan to schedule a “lunch & learn” to provide a membership presentation to the company and customize the presentation based on ambassador feedback. Support of staff team may be requested during these presentations. Williams noted he plans to contact potential ambassadors in April 2021 and will seek support from Section Directors. Lastly, he noted the committee would like to create a video to advertise membership that highlights the Section’s main programs and has testimonials from active members.

Forister noted that would be beneficial to target individual offices for these corporate ambassadors so they can promote ASCE to their colleagues within their local office.

O’Leary noted ASCE already has a lot of video content for this topic that could be repurposed for Section/Branch level efforts. [Member Benefits 2020](#). Other Resources: [Professionals](#) & [Students](#).

Action: Roth to discuss agency employees’ ASCE membership with Patrick Williams.

3.3 Membership Dues Adjustment

Discussion: Treasurer Nance provided a brief presentation on membership dues including a current dues breakdown and potential goals. He noted that the Section needs to consider supply and demand curve along with the revenue curve as part of this evaluation to help determine the potential impacts of a dues change. He noted that potential goals include maximizing membership, maximizing revenue, dues indexing and reflecting the value provided.

Carter suggested marketing the benefits that the Section provides based on what people are interested in instead of just our base programs. Reichert and Forister seconded this sentiment and suggesting that the Section should involve more advocacy related arguments within our membership benefit marketing.

President Merrell suggested finding out how much other Sections and Branches and similar organizations are charging so the Section can find a fair and competitive price point. President Merrell also suggested teaming up with other Sections or ASCE to split the cost of a firm to audit the Section’s revenue curve.

Paz noted he will send Chris Nance the results of the recent ASCE dues study and that ASCE is currently negotiating with government agencies to set up a bulk membership discount for ASCE dues. He also noted that the Texas Section has the option to make the payment of Section/Branch dues mandatory.

Roth suggested the Section consider different membership groups who have less employer support when taking about potential dues increases (government employees, etc.).

Action: Nance to review ASCE Dues Study once provided by Director Paz and continue discussions with the Budget & Finance Committee. Section Office to find out more what other branches and sections are charging. Provide an update during the July 9, 2021 Executive Committee Meeting and September 15, 2021 Board meeting.

Break from 2:47 to 2:55 pm.

3.4 Student Symposium

Discussion: VP Educational Chaney noted professional registration is open and all board members are encouraged to register. The cost is \$50 for 6 PDH sessions and 6 professional skills sessions. She also noted sponsorship opportunities still available at advocate (\$1000) and supporter (\$500) levels. Next, she gave an update on the ASCE Student Conference Realignment. The Region proposed a single "Region 6 Conference" to ASCE with three slots for top teams to advance to national competitions. ASCE is reviewing the full conference list before they finalize if a third slot is available (two are guaranteed).

Next, Chaney provided an update on the 2022 Host School noting that the original plan was University of Houston (U of H) based on a rotation list, with the potential to coordinate with other Houston-area schools. However, she said the VP Education Team is still working to contact the faculty advisor at U of H. If U of H can't commit by the 2021 event, the Section has begun brainstorming backup plans including:

- o President Merrell suggested SMU as a potential alternative because of their central location
- o McCoy noted Rice and Prairie View A&M have been very responsive to the Editorial Committee
- o The Section could also host the first Region Symposium in 2022, if allowed by student competition rules

Lastly, Chaney mentioned the 2021 attendance level being lower than usual and asked Section Directors to reach out to their respective student chapters to encourage attendance.

Action: Register for the [Symposium](#) and promote attendance (\$50 for professionals, \$25 for students).

3.5 2021 Leadership Development Weekend (LDW) & ExCom Meeting

Discussion: President Elect Beecher noted LDW 2021 will be held at a Hilton in Houston on July 9-11, 2021. There will a virtual option.

Action: All to RSVP in response to the save the date request provided and indicate whether you plan to attend in-person or virtual, so the Section can plan accordingly.

3.6 CECON

Discussion: President Elect Beecher started with a brief 2020 summary noting the efforts involved in pivoting to a virtual event and reporting there were 278 registrations and the event lost nearly \$33,000. These losses were anticipated by the CECON Planning Committee and previously discussed with Texas Section leaders.

Next, Beecher provided a 2021 update noting the Section is currently budgeting for in-person conference with about 350 attendees. The committee's budget includes 40 exhibitors and \$48,000 in sponsorship revenue. Beecher noted 2021 budget changes compared to 2020 include a reduction in the Younger Members budget for the Gala, a decrease in the t-shirt budget and an increase in the budget for keynote speakers. The committee decided to increase that specific budget because keynotes have been a huge hit in recent years.

Next, Beecher gave an update on the Site Selection Committee process for 2022 to 2025. The current proposal is to hold the 2022 & 2024 conferences in Denton or Frisco and host 2023 & 2025 conferences in San Marcos. Embassy Suites Frisco has provided a proposal and a proposal from Embassy Suites Denton is anticipated. President Merrell noted the proposals are based on 2-year contracts (2022 & 2024).

Reichert recommended holding 2022 through 2025 in San Marcos

Beecher recommended Executive Director O'Leary take responsibility of selecting Frisco or Denton for 2022 & 2024 based on best proposal, with input from Beecher and Merrell. The recommendation is based on timing because the Board will not reconvene before a decision regarding 2022 is due to Embassy Suites San Marcos, in accordance with current contractual obligations to hold three future years at that venue, including 2021. See Item 4.3 for Board approved action.

Action: All to promote student attendance and sponsor/exhibitor registration for [CECON 2021](#). Target interns at your office.

Action: President Merrell to coordinate with John Obr to execute CECON MOU with TxCI.

Action: Beecher to coordinate with CECON Planning Committee to invite Region 6 neighbors to CECON.

3.7 Call for ASCE [Texas Section Award](#) Nominations

Discussion: Past President Roth noted award nominations are due by May 15, 2021 for all Section Awards excluding the Excellence in Journalism Award (due June 1, 2021). The Section plans to send the first email blast on April 1 to solicit nominations. Note, there will not be a lifetime service award this year.

Action: All to solicit and submit 2021 Texas Section Award nominations by May 15, 2021. Section Directors should coordinate with their respective Branch's Board.

Break from 3:35 to 3:40 pm.

3.8 Beyond Storms: Infrastructure Resilience Task Committee

Discussion: President Merrell noted this will be a new task committee at the Section-level. The task committee is comprised of 15 members so far, including leaders within the energy industry. The committee still accepting volunteers if any Board Members are interested in helping with this effort. See Item 4.1.

3.9 Texas Civil Engineer (TCE)

Discussion: Director at Large McCoy asked all Board Members to submit ideas for TCE articles to the Editorial Committee via share@texasce.org. She also reminded everyone to submit nominations for the Excellence in Journalism Award by June 1.

Action: Share article ideas for the TCE to share@texasce.org and submit [Excellence in Journalism Award](#) nominations by June 1.

3.10 Identify Items to be reported to Branches by Section Directors

1. Share articles for the TCE to share@texasce.org
2. Solicit and [submit](#) Excellence in Journalism Award Nominations by June 1.
3. Solicit and [submit](#) 2021 Texas Section Award nominations by May 15.
4. Begin identifying Branch delegates and [RVSP](#) for Leadership Development Weekend (indicate whether you will attend in-person or virtual).
5. Coordinate with student chapters about 2021 Student Symposium attendance.
6. Advertise professional registration for 2021 Student Symposium.
7. [Apply](#) for Region 6 Grant for Future World Vision events.
8. Attend ASCE's MRLC 2021 on April 7 to 10.
9. [Submit](#) topics/speakers for CECON 2021 and Save the Date (September 15-17).
10. Utilize monthly newsletter content from Section Office for Branch newsletters

4.0 Additional Items for Board of Direction Action

4.1 The Board adopted the consent agenda. *

Discussion: President Merrell thanked Board members for their timely reports and requested all continue to provide reports timely, so all Board members can review them prior to meetings.

Motion to adopt the consent agenda. Move to adopt. Seconded and passed without dissent.

*The consent agenda included the following items:

- Receive all Reports marked [I] on the Agenda (including November 2020 Financial Report).
- Approve Minutes of Board Meeting, September 25, 2020.
- Approve Minutes of Board Meeting, October 2, 2020.
- Approve Minutes of Executive Committee Meeting, January 30, 2021.
- Receive CECON 2020 Final Report (*Report 5.3 Att. 1 – President Elect*).
- **Approve CECON 2021 Preliminary Budget Report 5.3 Att. 2 – President Elect**.
- Approve Executive Committee's Endorsement of Officer .Nominees for 2021-2022 (*Report 5.2 Past President*)
- Establish Beyond Storms: Infrastructure Network Resilience Task Committee and Appoint Geoff Roberts as Chair

4.2 The board approved Executive Committee's Endorsement of 2021 Texas OCEA Award & Award of Merit Recipients.

- OCEA Award: [Able Pump Station Project](#) submitted by Ramon Miguez and Lance Ferland (HDR)
- Award of Merit: [Mansfield Road Improvements Project](#) submitted by Sindhu Avalokita and Spenta Irani (Jacobs)

Discussion: None

Motion to approve the Executive Committee's Endorsement of 2021 Texas OCEA Award & Award of Merit Recipients. Move to approve. Seconded and passed without dissent.

4.3 The Board endorsed CECON Site Selection Committee Recommendations for CECON 2022 to 2025.

Discussion: VP Technical Elect Reichert suggested asking for a vote between the Site Selection Committee's recommendations or staying in San Marcos for all four years.

Motion to endorse CECON Site Selection Committee Recommendations for CECON 2022 to 2025, holding CECON 2022 & 2024 in Denton or Frisco and holding CECON 2023 & 2025 in San Marcos. Move to endorse. Seconded and passed with 15 votes for YES and 2 for NO, out of 23 voting members.

Action: O'Leary to coordinate contract execution with either Embassy Suites Denton or Frisco for CECON 2022 & 2024. O'Leary to notify Embassy Suites San Marcos that ASCE Texas Section will hold CECON 2023 & 2025 at their venue.

5.0 Reports & Closing Remarks

Discussion: President Merrell asked for verbal reports on any hot topics. Fort Worth Branch Section Director Cornett noted that the Branch is looking for additional Practitioner Advisors and resources to help Abilene Christian University establish an ASCE Student Chapter.

Corpus Christi Section Director Alvarez noted that the Branch has two speakers at their upcoming meeting on March 31 to address energy outages during the recent winter storms and how the civil engineering community can help moving forward.

Director Paz thanked the Texas Section for honoring his son's memory with a thoughtful donation to the Ronald McDonald House of New Mexico.

Action: Send ideas for starting a student chapter to Kimberly Cornett

6.0 Adjourn. President Merrell adjourned the meeting at 4:17 PM CT.

**CECON 2021
San Marcos Embassy Suites
Budget**

Updated: March 4, 2021

PROJECTED CONFERENCE TOTALS	
Income =	\$ 174,675.00
Cost =	\$ (174,675.00)
NET BALANCE	\$ -

LEGEND:	
input	
calculation	

PRELIM BUDGET 2021

ITEM	PROJECTED PARTICIPATION	PROJECTED INCOME		PROJECTED COST		PROJECTED NET BALANCE	
		UNIT	SUB-TOTAL	UNIT	SUB-TOTAL		
Income - Registration, Exhibitors, Sponsorship							
3-Day							
Government Registration	32	\$ 370.00	\$ 11,840.00	\$ -	\$ 11,840.00		
Early Discount Registration	40	\$ 375.00	\$ 15,000.00	\$ -	\$ 15,000.00		
Standard Registration	60	\$ 425.00	\$ 25,500.00	\$ -	\$ 25,500.00		
Late Registration	5	\$ 475.00	\$ 2,375.00	\$ -	\$ 2,375.00		
1-Day							
Government Registration	14	\$ 200.00	\$ 2,800.00	\$ -	\$ 2,800.00		
Early Discount Registration	23	\$ 200.00	\$ 4,600.00	\$ -	\$ 4,600.00		
Standard Registration	30	\$ 250.00	\$ 7,500.00	\$ -	\$ 7,500.00		
Late Registration	5	\$ 300.00	\$ 1,500.00	\$ -	\$ 1,500.00		
Student							
3-Day Student	30	\$ 100.00	\$ 3,000.00	\$ -	\$ 3,000.00		
1-Day Student	6	\$ 60.00	\$ 360.00	\$ -	\$ 360.00		
Other							
Guests (3-Day or 1-Day Registration)	8	\$ 100.00	\$ 800.00	\$ -	\$ 800.00		
Texas Section Staff Registration	3	\$ 300.00	\$ 900.00	\$ -	\$ 900.00		
Awards Dinner (Single Ticket)	10	\$ 75.00	\$ 750.00	\$ -	\$ 750.00		
Registration Income			\$ 76,925.00		\$ 76,925.00		
Other Income							
Exhibitors (TableTop) (paid)	25	\$ 900.00	\$ 22,500.00	\$ -	\$ 22,500.00		
Exhibitors (Large booth) (paid)	15	\$ 1,100.00	\$ 16,500.00	\$ -	\$ 16,500.00		
Exhibits Only Passes	25	\$ 50.00	\$ 1,250.00	\$ -	\$ 1,250.00		
Sponsors			\$ 42,000.00	\$ -	\$ 42,000.00		
Income Total	331		\$ 159,175.00	\$ -	\$ 159,175.00		
General Conference Items							
Event Administrator							
Event Administrator				\$ (16,375.00)	\$ (16,375.00)	per contract	
Commissionable Room Rates (10%)			\$ 2,500.00	\$ -	\$ 2,500.00	Assume 200 actual rooms @ \$125 @ 10%	
Marketing							
Printing				\$ 3,500.00	\$ (3,500.00)	\$ (3,500.00)	Incl mailouts, promo at other confs, etc. Assumes zero cost TCE articles/no TCE ads
Promotional Items				\$ 1,000.00	\$ (1,000.00)	\$ (1,000.00)	
Mugs	200			\$ 8.00	\$ (1,600.00)	\$ (1,600.00)	
Exhibit Hall Games/Door Prizes				\$ 1,000.00	\$ (1,000.00)	\$ (1,000.00)	
Meals/Beverage/Facility Costs							
Hotel Food/Beverage Costs (1)				\$ (56,000.00)	\$ (56,000.00)		
Wednesday Dinner (sponsored by Concrete Pipe Association)			\$ 13,000.00	\$ (13,000.00)	\$ -	CECON Budget assumption = break-even event	
Awards Ceremony (Entertainment/Decorations/Programs)				\$ (6,080.00)	\$ (6,080.00)		
Audio/Visual(1)				\$ (14,000.00)	\$ (14,000.00)		
WiFi - in Meeting Rooms (3 days)	3			\$ 200.00	\$ (600.00)	\$ (600.00)	
President's Suite (3 nights)				\$ -	\$ -	\$ -	Comp per contract (3 nites)
Exhibitor Tabletop Setup	50			\$ 100.00	\$ (5,000.00)	\$ (5,000.00)	table and pipe and drape
Program Costs							
Printing				\$ 2,500.00	\$ (2,500.00)	\$ (2,500.00)	
Conference App				\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)	
Registration Nametag/Lanyard	500			\$ 2.00	\$ 750.00	\$ 750.00	
Signage				\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)	E-signage at Embassy Suites
GoBo				\$ 1,500.00	\$ (1,500.00)	\$ (1,500.00)	
Speaker Gifts	75			\$ 10.00	\$ (750.00)	\$ (750.00)	
Lightning Round Prizes				\$ (400.00)	\$ (400.00)	\$ (400.00)	
Select Invited Speaker Travel/Lodging				\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	
Technical Tour	50			\$ 35.00	\$ (1,750.00)	\$ (1,750.00)	
Transportation (Charter bus at 4 hours/day)				\$ 600.00	\$ (600.00)	\$ (600.00)	
Misc							
Event Shirts/other for Cmte/Volunteers	35			\$ 22.00	\$ (770.00)	\$ (770.00)	*option to purchase on registration
Misc/Contingency				\$ (7,500.00)	\$ (7,500.00)	\$ (7,500.00)	*accounts for Braintree transactions
TX Section costs				\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	Incl 1 pre-conf site trip, other misc costs
Break-even Section/Institute Support Items							
Texas Section Support				\$ (30,000.00)	\$ (30,000.00)	\$ (30,000.00)	
Institute Incentive	7			\$ 500.00	\$ (3,500.00)	\$ (3,500.00)	
General Conference Subtotal			\$ 15,500.00	\$ (174,675.00)	\$ (159,175.00)		
PROJECTED CONFERENCE TOTALS			\$ 174,675.00	\$ (174,675.00)	\$ -		

Notes:

(1) Does not include costs associated with Texas Section Board or Institute Board meetings (meal/breakfast and A/V)