


FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.1	Item Title	President
	Date	7/12/24	Reported by	Kimberly Cornett PE
	Purpose	2023-2024 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> • Held the board meeting at the Region 6 Student in San Angelo. • Working with DEI for the survey to the Branch leaders • Held Branch leader meetings, introduced the DEI Council and TCEF to the branch leaders.

ITEMS FOR COMMITTEE REPORTS BELOW
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	Branch/Section Relations Committee (Standing)	CHAIR	Patrick Williams PE Travis Barnett PE
<p>1 – One main initiative is soon to be fulfilled by P. Williams sharing membership data with all branches and resources such as previously prepared presentation slides on membership, etc. Meetings regarding potential merging of Western Branches (High Plains, Caprock, and West Texas) occurred three times, with regular discussions and action items to continue. Travis Barnett and Patrick Williams to investigate case studies and language of mergers of branches in the past, etc. Patrick Williams requests to whom has authority that a name change away from “Struggling Branches” be warranted; and to hopefully label the discussions and issues with a different name.</p> <p>--- Virtual One-On-One Meetings (separate and in addition to K. Cornett-run Meetings with all Branches invited) with P. Williams/T. Barnett and each Branch scheduled to occur again before the end of the fiscal year. Discussions to include goals, challenges, and new ideas / innovation on attraction/retention – resulting in data collection as well.</p> <p>--- Use ASCE Strategic Plan and ‘Outstanding Branch Award Application Criteria’ as examples of guides for categories each branch can strengthen year over year.</p> <p>2 – Branch Relations should be cognizant and proactively reach out to branches to ensure maximum representation for CECOM, Student Symposium, and Leadership Development Weekend – where if in any case finances are a reason for poor or zero attendance funding from the section should be considered in a set-aside budget item.</p> <p>3 – Succession discussions for Branch Relations for the upcoming fiscal year is requested to be spearheaded by the incoming section president. The current co-chairs of Travis Barnett and Patrick Williams share the leadership role of this committee with the vision that the Texas Section Director from each branch is in the committee by default. Moreover, top leadership when applicable of the President, President-Elect, Vice, etc. are invited to ongoing meetings.</p> <p>4 – The Leadership Development Weekend will be used to the best of all’s ability to engage with Branch leaders and speak casually throughout.</p>			
COMMITTEE	Office and Personnel Committee (Standing)	CHAIR	Kimberly Cornett PE

Discussed the creation of a personnel manual for the Section. This could help with the management of the staff career plans, hiring and the expectations of the members versus staff.


COMMITTEE	Past Presidents Council (Standing)	CHAIR	Sean Merrell PE
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Sean is working with Section staff to ensure the OCEA and Award of Merit winners are notified they are receiving their award at the CECOM awards banquet. Sean is also ensuring the awards are prepared to be handed out as well.

COMMITTEE	Diversity Equity & Inclusion (Standing)	CHAIR	Paola Wagnon EIT Kameron Boggan PE
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Our committee has consistently attended meetings and developed a survey that will be distributed throughout TxASCE leadership to gather data on how we can better promote DEI throughout our organization. DEI is in its nature, aligned with many core values and aligned with the vision of our TxASCE strategic plan. Currently, we do not need funding to achieve our goals, and we do not have any activities planned that would require additional funding. We presently have 12 active members, including our co-chairs. There is no active recruitment plan, but we are welcoming to any new members.

ITEMS FOR AGENDA	List items requiring action or discussion here.
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FORM F-2	OFFICER REPORT		
	Agenda Item Number	5.2	Item Title Past President
	Date	7/12/24	Reported by Travis Attanasio PE
	Purpose	2023-2024 Executive Committee Meeting	

OFFICER ACTIVITIES

ITEMS FOR COMMITTEE REPORTS BELOW
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	History & Heritage Committee (Standing)	CHAIR	Melinda Luna PE
Nothing to report at this time			

COMMITTEE	Honors Committee (Standing)	CHAIR	Michael Gurka PE
<p><u>Timeline of 2024 Milestones</u></p> <ul style="list-style-type: none"> • January – ASCE Texas Section – Call for Awards 2024 were distributed online to all members. • February - ASCE Texas Section Award flyers were distributed to all branch Directors. • March – draft criteria prepared for the Young Civil Engineer Awards and Outstanding Civil Engineering Student Awards by the Younger Members (YM) Committee Chair under purview from the Vice President for Education Affairs. • April – Call for Award Presentation was provided to all Branch Directors. • April 12th - Young Civil Engineer Awards and Outstanding Civil Engineering Student Awards were presented and approved at the Board Meeting. • 6 Nominations were received by the original deadline of May 1st. Extended Deadline for Texas Section ASCE Awards to May 15, 2024. • 36 Nominations were received by the extended deadline of May 15th. • The Honors Committee received 53 nominations in total, including some individuals who were nominated for multiple awards. <p><u>Honors Committee Actions</u></p> <ul style="list-style-type: none"> • After all nominations were received, the Honors Committee screened the nominations and found 1 invalid nomination as the individual nominated had previously received the award. A total of 52 nominations were presented to the Texas Section Directors in June 2024 for review and grading. • 8 of the 13 Honors Committee Members participated in the voting for the 2024 Awards. • Based on the nominations received and the final voting from the Honors Committee, the following individuals should be recognized as the 2024 Texas Section Award Winners: <ul style="list-style-type: none"> • Award of Honor – David Matocha • Professional Service Award – James Williams • History & Heritage Award – Cody Wright • Service to People Award – Carol Haddock • Professional Service to Students Award – Kimberly Cornett • Government Civil Engineer – Fernando Quintanilla • John A Focht Jr Citizen Engineer Award – Nancy Cline 			

- Young Civil Engineer Award – Alexa Nichols
- Outstanding Civil Engineering Student Award – Montserrat Najera

COMMITTEE	Nominating Committee (Standing)	CHAIR	Art Clendenin PE
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Election results will be presented to EXCOM for endorsement to the ASCE Texas Section Board of Direction.

ITEMS FOR AGENDA	
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- Discussion/Action Items:
1. Discuss and Act upon a recommendation of by the Officer presiding over the Nominating Committee to move the Tellers Committee under the Past President (currently under President) completing the voting process from beginning (Nominating) to end (EXCOM endorsment) with the same ASCE Texas Section Board of Direction Officer.
 2. Discuss and Act upon a recommendation by the Officer presiding over the Honors Committee to add the following to the Rules of Operation:
 4.B.2.3. Following the Honors Committee Recommendation the Secretary of the Board shall verify membership status including if the member is a Subscribing Member to the Texas Section and if any problems are found within the recommendations, the Officer presiding over the Honors Committee is authorized to remove names from the official list presented to EXCOM. The remainder of the items 4.B.2 will subsequently be numbered.
 3. Discuss and Act upon whether subscribing members, who are not current on Section dues, can become eligible for an award, if they are current by the time of the EXCOM Endorsment (Reference: Rules of Operation 4.B.9.1).
 4. Discuss and Act upon where Society Members designated as Student Members, whose status is automatically upgraded to Associate Member by the Society, but have not paid Section Dues in the current year, are considered Subscribing Members (Reference: Rules of Operation 4.B.9.1).
 5. Discuss and Act upon the timeframe where Society Members designated as Student Members, whose status is automatically upgraded to Associate Member by the Society are eligible to receive the Outstanding Civil Engineeing Student Award (Reference: New Awards approved by the Board of Direction at the Spring BoD meeting, not codified yet into the Rules of Operation).
 Recommendation of Officer presiding over the Honors Committee: Add to the first bullet point in the award guidelines "...enrolled in an ABET-accredited civil engineering program, **or to have graduated within the business year of the ASCE Texas Section**, in the State of Texas.
 6. Discuss and Act upon whether the Texas Section Presidents, Past Presidents, Society-level officer, and past Society-level members are elibigle to receive the Texas Section Professional Service Award and/or the Texas Section Professional Service to Students Award (Reference: Rules of Operation 4.B.4 and 4.B.7).

**2024 ASCE Texas Section Awards
Honors Committee Recommendations**

Award of Honor

David Matocha	9.1 Recommendation
Jean Maier Dean	8.1
Nalliboina Saikrishna	1.9

Professional Service Award

James Williams	9.0 Recommendation
Julia Clarke	8.5
Issac Huacuja	7.3
Austin Messerli	6.5
Kamlesh Khatri	5.2
Nalliboina Saikrishna	1.7

History & Heritage Award

Cody Wright	7.7 Recommendation
Nalliboina Saikrishna	1.1

Service to People Award

Carol Haddock	7.9 Recommendation
Abdul Hamid Ayubzai	7.2
Jeff Williams	7.1
Tyler Dube	6.9
Surya Bhandari	6.7
Kristen Van Hoosier	5.7
Nalliboina Saikrishna	1.6

Professional Service to Students Award

Kimberly Cornett	9.0 Recommendation
Robert Gilbert	7.1
Eva Reynal	5.4
Gayatri Thakre	2.9
Nalliboina Saikrishna	1.5

Government Civil Engineer Award

Fernando Quintanilla	8.1 Recommendation
Heath Thompson	7.3
Nalliboina Saikrishna	1.0

John A. Focht, Jr. Citizen Engineer Award


Nancy Cline	8.6 Recommendation
Griselda Gonzales	8.0
Joe Alvarez	8.0
Glenn Goldstein	7.4
Anthony Battistini	4.9
Abdul Hamid Ayubzai	4.6
Gayatri Thakre	3.0
Nalliboina Saikrishna	1.6

Young Civil Engineer Award

Alexa Nichols	85.9 Recommendation
Mahsa Arastoo	82.5
Clint Smith	77.1
Justin De La Rosa	63.3
Chad Ostrander	59.1
Carlos Balderrama	54.0
Kamlesh Khatri	51.4
Karina Diaz	35.7
Akshay Dumbre	34.1
Gayatri Thakre	19.9

Outstanding Civil Engineering Student Award

Montsserrat Najera	41.3 Recommendation
Ashray Saxena	40.5
Raul Sandoval	40.5
Ariana Alexander	38.8
Jason Thompson	37.0
Gustavo Meza	33.0
Parisa Beigvand	30.5
Alexander Martinez Melendez	28.0
Gayatri Thakre	18.9


FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.3	Item Title	President Elect
	Date	7/12/24	Reported by	Mark Boyd PhD, PE
	Purpose	2023-2024 Executive Committee Meeting		

OFFICER ACTIVITIES
<p>Since Spring meeting, Mark attended some meetings, participated, and/or supported with follow up tasks of standing monthly meetings, and in some cases more frequent regularly scheduled meetings as follows:</p> <ul style="list-style-type: none"> • CECON general conference planning and • CECON subcommittee sponsorship subcommittee meetings • Monthly editorial committee • President Cornett's Branch Branch leaders call • President Cornett's Presidential leadership handoff calls, one on one. • IRC full committee meetings • IRC leadership team meetings • Led IRC hazwaste subcommittee meetings, developing hazwaste chapter and grade. • Dallas Branch monthly luncheon meetings • Nominating committee meeting • Leadership Development Weekend Planning in collaboration with Jenni Peters and staff, full program and agenda have been established and registrations increasing as of 7/2/2024.

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	Conference Planning Committee (Standing)	CHAIRS	Stephen Archer PE Carlos Balderrama PE
<p>CECON actively follows the strategic plan, emphasizing stewardship, service, professional development, and Civil Engineering advocacy. Furthermore, CECON advances civil engineering by prioritizing public health, safety, and welfare, while delivering value to section members and fostering a legacy of service.</p> <p>Since the winter meeting, Mr. Archer and Mr. Balderrama have diligently led well-attended standing meetings, driving towards the rollout of the entire CECON program and its subprograms, including involvement with the Texas ASCE Institute. Committee chairs report that progress is "on track" relative to goals and past committee planning history. Meeting agendas and minutes are promptly published in the appropriate CECON committee share-folder and are accessible for review in the Texas Section SharePoint file folder. Following are a few specific updates</p> <ul style="list-style-type: none"> • Program finalized • Technical tour locked in (PGA HQ and Reclaimed Frisco Water Pump Station) • Call for posters underway, deadline 8/9/24 • Fund raising Exhibitor & Sponsorship status: Exhibits: \$48,750 (Goal \$75,000) Sponsorships \$30,950 (goal \$55,000). Registrations: 66 (\$24,870) Goal: exceed 2022 conference. Early bird ends 7/31. • STEM Program to be included for Frisco ISD students to be hosted by Institutes. • General registration will go "live" by May 1st with the conference program effectively 100% complete with some contingencies in the event of speaker no-shows. • Next meeting scheduled July 24. 			

COMMITTEE	Editorial Committee (Standing)	CHAIR	Rebecca Rice PE
<p>Ms. Rice is doing an outstanding job keeping the editorial committee's mission in focus. The editorial committee activities follow the strategic plan in many regards, including delivering key information to members concerning advocacy, technical articles to promote self-directed professional development, and section activities that promote and memorialize our legacy of service.</p> <p>Since the last report, Ms. Rice has maintained the following activities:</p> <ul style="list-style-type: none"> • Monthly meetings with invited Directors at Large, President and President Elect, Jenni Peters, and Kimberly Garcia to discuss TCE content. • Track content and ideas for TCE through a shared spreadsheet • Continue to encourage social media engagement to promote TCE • Promote the Primary Programs utilizing Texas Civil Engineering (TCE) Magazine <ul style="list-style-type: none"> o Texas Civil Engineering Conference (CECON) o Promote ASCE Region 6 Student Symposium o Promote the Legislative Drive-in • Highlight Branch activities, provide periodic updates from Region 6, and feature Section/Branch award recipients. 			
COMMITTEE	Membership Committee (Standing)	CHAIR	Clint Hoover PE Joe Alvarez
<p>Since the Spring meeting, the membership committee has connected with Section members to encourage renewing memberships and has identified points of contact for each branch to encourage membership initiatives. The Membership Committee has also participated in meetings with National about potential changes in membership grades to encourage membership in ASCE.</p>			
COMMITTEE	Strategic Planning Committee (Standing)	CHAIR	Sarah DeBerry PE
<p>As presented in the previous report, the strategic planning committee continues ongoing efforts to create a one-pager over what was accomplished for the current strategic plan and a skeletal document and dates for next year's strategic planning start. Since the last report Ms DeBerry has reached out to past members to ask for their involvement. She is working on the 1-pager at the writing of this update to go over progress with more specifics, possibly to be presented and discussed verbally by Mark Boyd at this Executive Committee meeting, and to be appended to this report should it become available in time.</p>			
COMMITTEE	CECON Site Selection Committee (Task)	CHAIR	Patricia Frayre PE
<p>The committee has completed its task for CECON 2026 to 2029. In consultation with Executive Director Jenni Peters, the CECON Site Selection Committee, and the Texas Section Executive Committee. Board endorsement was achieved in Spring meeting for CECON locations to be held at the identified venues:</p> <ul style="list-style-type: none"> • CECON 2026 – Omni Hotel and American Bank Center, Corpus Christi, TX • CECON 2027 – Hilton Hotel and Waco Convention Center, Waco, TX • CECON 2028 – Hilton Hotel and Waco Convention Center, Waco, TX • CECON 2029 – Embassy Suites, Denton, TX <p>Please refer to the Spring Board meeting agenda and minutes for more specifics including criteria and basis for the committee's recommendations.</p>			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
None.			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.4	Item Title	VP-Educational
	Date	7/12/24	Reported by	Julia Clarke PE
	Purpose	2023-2024 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> Attend the 2024 Student Symposium and volunteer as a judge for the Timber Strong Competition. Participate in the 2024 Symposium Lessons Learned meeting. Participate in several 2025 Student Symposium Planning Meetings. Review and provide additional comments for the Symposium Profit Sharing Proposal document. Coordinate meeting between outgoing STEM Committee Chair and potential replacement (05/31/24). Host the VP Educational Affairs Committees Quarterly Meeting (06/20/24).

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. Is any additional funding, beyond current budget, required to complete planned programs and projects? Provide a list of committee members and/or status of recruitment activities. Is there any additional information you would like to share with Section leadership?

COMMITTEE	STEM Committee (Task)	CHAIR	Vacant
<ol style="list-style-type: none"> Carlos Martinez, P.E., submitted his resignation letter as Chair on April 28, 2024. Waiting on the President to send an official email to Nalah Williams to fill the vacancy as Chair for the remainder of the fiscal year. 			

COMMITTEE	Student Activities Committee (Standing)	CHAIR Competitions Coordinator	Eva Reynal EIT Shannon Jungman PE
<ol style="list-style-type: none"> Student Symposium (Schedule) <ol style="list-style-type: none"> Currently working with Tarleton State University on booking venues and planning the budget for the 2025 Student Symposium. Soliciting interest from Texas A&M, Lamar University, and Tec de Monterrey for the 2026 Student Symposium. 2027 Student Symposium is confirmed to be hosted by UT Tyler. Region 6 Student Symposium Renaming – Bracket Style competition will kick off in September. The renaming is planned to go into effect for the year 2026. The requested updates have been made to the profit-sharing agreement for the student symposium, seeking approval. 			

COMMITTEE	Younger Members Committee (Standing)	CHAIR	Farrah Rawashdeh EIT
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<p>The YM Committee is continuing to:</p> <ol style="list-style-type: none"> Build rapport, provide support, and strengthen Branch/YM relations. Promote Texas Section YM via Texas Section Website by advertising YM events through coordination of Section staff. Promote engagement within YMF/YMGs of Texas via social media (LinkedIn, Facebook, Instagram). Attend the monthly Editorial Committee meetings to provide updates/news for publication in the TCE. <p>Updates:</p> <ul style="list-style-type: none"> Texas YM recently authored an article featured in the TCE highlighting a fellow Texas YM honored by ASCE Global as one of the ‘2024 New Faces of Civil Engineering’. 			
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- The Texas YM-hosted webinar 'PE Exam & Licensure Informational Session' (Virtual) held in mid-June was a success with 100 registrants and 60 attendees. Received positive feedback from attendees and will continue to work together on offering other webinars on bi-monthly basis. The next topic of discussion will focus on the different software programs that engineers use in their respective disciplines in their day-to-day work.
- Will coordinate Section-wide YM meeting (virtual) with representatives of YM Groups within the Section to exchange ideas and best practices due to expressed interest from Fort Worth YM and San Antonio YM.
- Plan and coordinate with CYM on the YMLS Alumni Summit, planned for September 14-15, 2024, in Houston, TX. We are making great progress. Once finalized, details will be provided soon.

YM Committee planning events for the remainder of 2024 include: Summer Retreat/Trip (Late July), CECON (Awards Banquet + Technical Tour), and networking events* in collaboration with YMs of other organizations (YPT, ASHE, ITE, TSPE). These events are subject to change.*

ITEMS FOR AGENDA

List items requiring action or discussion here.

- Item 3.3 - Symposium Profit Sharing Proposal document. To be provided onsite.

FORM F-2		OFFICER REPORT		
	Agenda Item Number	5.5	Item Title	VP-Professional
	Date	7/12/24	Reported by	Andres Salazar PhD, PE
	Purpose	2023-2024 Executive Committee Meeting		


OFFICER ACTIVITIES
The GAC and IRC committees contribute to be active on key initiatives. Report of activities below.

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	Governmental Affairs Committee (Standing)	CHAIR	Michael Bloom PE Adam Eaton PE
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<ol style="list-style-type: none"> 1. Status of Programs and Projects (APRIL-MAY-JUNE 2024): <ol style="list-style-type: none"> (a) Branch GACs: Conducted in person GAC advocacy training for Austin leadership. Aligns with “Service & Leadership / Advocacy.” (b) Foster Relationships with Members of Texas Legislature: Reviewed Interim Charges released on April 11 and May 8. These documents will guide committee work this summer. Preparing to meet with committee chairs and vice chairs with infrastructure related charges. Aligns with “Service & Leadership / Advocacy.” (c) Local Meetings: Conducted various Branch level meetings with elected officials, including Mayor of Houston, City Council Members, and County Commissioners. Aligns with “Service & Leadership / Advocacy.” (d) 2025 Legislative Drive In: Initiated planning of the 2025 DRIVE IN. Proposed for February 18-19, 2025, after the release of the 2025 Texas Infrastructure Report Card. Aligns with “Service & Leadership / Advocacy.” (e) Documentation and Record Keeping: Continue to use ASCE Collaborate to save all documents, communications, references, and conversations. 2. Funding: No additional funding is needed. 3. Committee Members: Updated roster by survey. Current roster is 27 people, including: John Baker; Alan Black; Michael Bloom; Mark Boyd; Kimberly Cornett; Stephen Crawford; Adam Eaton; Sid Edmonds; Jason Frank; Patricia Frayre; Griselda Gonzales; Stephanie Griffin; Heather Guillen; Clint Hoover; Nathan Kebede; Brandon Klensendorf; Olukayode Kolawole; Shashi Kumar; Jessica McLarty; Marcelo Merino; Sean Merrell; Austin Messerli; Mike Moya; Alexa Nichols; Anna Olveda; Augustine Verrengia; Abate Wolde-Kirkos. 4. Additional Information to Share: None.
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COMMITTEE	Texas Infrastructure Report Cards Committee (Standing)	Co-CHAIRS	Griselda Gonzales PE Austin Messerli PE
<p>IRC Committee continues to develop the draft reports. The Schools category has been added to the list with leadership from LJ Frances, board member of tht Texas Education Agency, TEA. IRC will have 16 of the 18 national categories. Categories not included in the report include Inland Waterways and and Rail.</p> <ul style="list-style-type: none"> • Schools' category added in June • Initial research, data collection, and draft completed • Initial drafts completed by all sub-committees except schools • Continue to have full committee meeting the first Wednesday of the month since January. • Grades are currently being developed by sub-committees 			
COMMITTEE	Subject Matter Experts Bureau (Standing)	CHAIR	OPEN
<p>VP Professional continues for search of the Committee Chair. Chad Ballard is moving out of Texas. Lee von Gynz-Guethie declined and so did Augustine Verrenge. Position will be offered to Travis Attanasio.</p>			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
None.			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.7	Item Title	Treasurer
	Date	7/12/24	Reported by	Glenn Goldstein PE
	Purpose	2023-2024 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> Reviewed FY24 February 2024 through March 2024 financials and updated budget to align with the Texas Section's CPA (Ron Meyer PLLC) reconciled reports. Uploaded to SharePoint for BOD access. Reviewed FY24 April 2024 through May 2024 financials and updated budget to align with draft expenditures prepared by the Texas Section's CPA. Kicked off the FY25 operating budget update with ExCOM members. A goal of the budget will be to align with the 2022-2026 Strategic Plan. This is the estimated timeline for the budget update process: <ul style="list-style-type: none"> July: Treasurer and Assistant Treasurer meetings with ExCOM members on budget updates 7/12: Treasurer's update on the budget process at Summer ExCom Meeting Late July: Prepare preliminary budget Early August: Deadline to receive budget updates from ExCom members 8/27: Draft preliminary budget is shared during Q4 Leadership Call Early September: All edits received and preliminary budget is shared with BOD for review 9/20: Provide annual budget proposal to the BOD at CECON

FINANCIAL REPORTS			
Monthly Financials for March 31, 2024 attached (includes CECON reports from Section's accounts):			
<table> <thead> <tr> <th></th> <th><u>FY Balance</u></th> <th><u>Budget Expended</u></th> </tr> </thead> </table>		<u>FY Balance</u>	<u>Budget Expended</u>
	<u>FY Balance</u>	<u>Budget Expended</u>	
4.7a Financial Summary			
General			
• YTD Revenue	\$466,690	79%	
• YTD Expenses	\$227,429	38%	
CECON			
• YTD Revenue	\$18,757		
• YTD Expenses	\$10,715		
4.7b Budget v Actual			
General			
Revenue			
• Dues & Allotment	\$298,713	83%	
• Meetings/Conferences	\$145,327	80%	
• Publication Revenue	\$10,224	54%	
• Investment Draw & Other	\$11,927	46%	
• Designated	\$500	50%	
Expenses			
• Salaries and Services	\$141,028	49%	
• Meetings/Conferences	\$15,451	10%	
• Publication Expense	\$5,814	39%	
• Services	\$40,378	56%	
• Designated	\$0	0%	
• Admin	\$24,758	45%	

CECON

- Revenue \$18,757
- Expenses \$10,715

4.7c Statement of Financial Position

General

- Total Assets \$894,319
- Total Liabilities \$336,793

CECON

- Total Assets \$287,360
- Total Liabilities \$0

4.7d Dues and Voluntary Contributions

- Income \$298,713 83%

4.7e Investments as of [March 31, 2024](#)

- Edward Jones Investments \$524,418 4.4% YTD

COMMITTEE

Budget & Finance Committee

CHAIR

Glenn Goldstein PE

No anticipated items for discussion or action.

ITEMS FOR AGENDA

List items requiring action or discussion here.

- Item 3.2 Travel Reimbursement for Officers/Volunteers

**ASCE TEXAS SECTION
2023 - 2024 OPERATING BUDGET**

		FY2024		%		NOTES
		AMENDED	ADOPTED	ACTUAL	REALIZED	
		BUDGET	BUDGET	as of	as of	
Reconciliation Status:		2023-2024	2023-2024	3/31/2024	3/31/2024	
REVENUES						
ALLOTMENT DUES VOL DONATION						
4110	NATIONAL ALLOTMENT	40,000	40,000	34,360	86%	Typically received in December/January pass-through # of Subscribing Members x Sec Dues; Section dues increase 2024+ Fall 2022 membership sweepstakes; addt'l drive ideas, including email/letter to new PE (get TBPE List); FY23-24 S/B dues increase
4120	BRANCH DUES	42,000	42,000	33,720	80%	
4130	SECTION DUES	275,000	275,000	227,868	83%	
4140	SECTION VOLUNTARY CONT	5,000	5,000	2,764	55%	
TOTAL, ALLOTMENT DUES VOL DONATION		362,000	362,000	298,713	83%	
SX MTS/CONFS/SPEC EVENTS						
4210	TX CECON (SUPPORT & PROFIT SHARING)	42,000	42,000	18,757	45%	annual commitment for staff time used (stair step up \$6k in 2023, then \$9k to \$45k in 2024); \$2,750/yr for Staff Travel; \$0k 2020-22 profit share Revenue covers expenses at 5211 less support
4211	STUDENT SYMPOSIUMS (GENERAL)	500	500	2.87	1%	
4211-21	STUDENT SYMPOSIUM 2021 (UT Austin)	0	0			
4211-22	STUDENT SYMPOSIUM 2022 (U of Houston)	0	0			
4211-23	STUDENT SYMPOSIUM 2023 (WT & TTU)	0	0			
4211-24	STUDENT SYMPOSIUM 2023 (San Angelo)	129,960	129,960	126,400	97%	
4212	SUBSIDIARY EVENT ASSISTANCE	0	0			
4212-21	CORPUS CHRISTI BRANCH MEETINGS	0	0			
4215	LEGISLATIVE DRIVE-IN	0	0			FY18-19 assume 50 attendees @ \$20/ea; FY19-20 no event planned; FY20-21 assume 75 attendees @ \$25/ea; 2023 tiered reg FY17-18 I Week - Harvey Panel & Rpt Release; FY18-19 & FY19-20 I Week Event; FY20-21 I Week and/or IRC Release camping trip
4221	OTHER CONFERENCES	500	500	167	33%	
4428	YOUNGER MEMBER COMMITTEE	200	200		0%	
4410	TX SX WEBINARS	8,000	8,000		0%	FY21-22 sponsorship test; FY22-23 tiered pricing + sponsorships; Reminder: Increase Webinar Marketing, Leverage Institute Chapter Webinar MOU
TOTAL, SX MTS/CONFS/SPEC EVENTS		181,160	181,160	145,327	80%	
PUBLICATIONS/COMMUNICATIONS REVENUE						
4331	CAREER CENTER	9,000	9,000	4,566	51%	Career Center sales FY22-23 began 3rd party sales in Feb; FY18-19/FY19-20 TCE print to 100% online; FY20-21/21-22 staff driven (Note FY18-19 revenue drops as well as expenses for TCE print production)
4332	DIGITAL ADVERTISING (NEWSLETTER & WEB)	10,000	10,000	5,658	57%	
TOTAL, PUBLICATIONS/COMMUNICATIONS REVENUE		19,000	19,000	10,224	54%	
OTHER REVENUE						
4510	INVESTMENT DRAW	23,500	23,500		0%	FY22-23 reduce to recom 5% only; FY17-18 Website (\$10k) IRC Support (\$5k); FY18-19 TCE Digital (\$5k) Balance Budget (\$31.5k); FY19-20 (\$35K) Balance Budget FY22-23 work to repay "loans"; FY18-19 1/2 LDW (\$6,750) & 2 MRLC reg (\$300/ea); FY20-21 1/2 LDW (\$6,750) & 2 MRLC reg (\$300)
4540	GENERAL BRANCH FUND DRAW	0	0			
45XX	STUDENT SYMPOSIUM SAVINGS DRAW	0	0			FY21-22 repaid "loans"; Funds for atypical expenses like lake venue rental, not be covered by sponsorships; FY21-22 20' steel storage container
4530	INTEREST INCOME	0	0	1	NB	
4550	MISCELLANEOUS	2,500	2,500	11,926	477%	Includes credit card "cash back" rewards (note: card requires \$75 annual fee) net sales (less tax); FYs17-19 books sales; FYs19-23 merch sales not anticipated
4231	MERCHANDISE SALES	0	0			
TOTAL, OTHER REVENUE		26,000	26,000	11,927	46%	
DESIGNATED REVENUE						
4620	TCEL GIFT FOR STUDENT COMP. AWARD	1,000	1,000	500	50%	Student Tech Paper Prize Funds; FY18-19 TCEL will increase their support from \$700 to \$1K Committee Grants (GAC, STEM, YM); FY21 combine 4630, 4635, 4640, & 4650; FY23 combine 4660
4630	GRANTS	0	0			
TOTAL, DESIGNATED REVENUE		1,000	1,000	500	50%	
TOTAL REVENUES		589,160	589,160	466,690	79%	

**ASCE TEXAS SECTION
2023 - 2024 OPERATING BUDGET**

		FY2024		% of Budget		NOTES
AMENDED BUDGET	ADOPTED BUDGET	ACTUAL as of 3/31/2024	REALIZED as of 3/31/2024			
2023-2024	2023-2024	CPA	CPA			
Reconciliation Status:						
EXPENSES						
SALARIES & SUPPORT						
5111	SALARIES-GROSS	200,000	200,000	94,992	47%	3 FTEs (ED, Communications Specialist, Operations Specialist) 1 PTE (summer intern 15 hrs/wk, 12 wks)
5112	SALARIES-SOC SEC	15,000	15,000	7,713	51%	Note: FY19-20 avg. 12% of Gross Salary; FY20-21 avg. 8% of Gross Salary
5113	SALARIES-INSURANCE	50,000	50,000	22,044	44%	FY19-20 avg. 27.5% of Gross Salary; FY20-21 avg. 38% of Gross Salary
5121	SERVICES-CONSULTING/TEMPS	21,000	21,000	11,446	55%	FY20-21 CPA (\$1,100/mo) plus \$1,500 for audit support, IT (\$500/mo); FY21-22 CPA (\$1,100/mo), IT (\$525/mo)
5122	SERVICES-ARCHIVING	3,500	3,000	4,233	121%	FY22-23 grant(s) to resume digitizing remaining records
5131	SERVICES-PYR ADM	1,200	1,200	600	50%	\$100/mo for TSPE payroll processing; FY21-22 mgmt company switch admin fees
TOTAL SALARIES & SUPPORT		290,700	290,200	141,028	49%	
SX MTGS/CONFS/SPEC EVENTS						
5210	TX CECON	0	0	10,715	NB	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
5211	SUPPORT-STUDENT SYMPOSIUM	0	0			FY19-20 \$5k TS financial support, \$75k covered by revenue (4211);
5211-21	STUDENT SYMPOSIUM 2021 (UT Austin)	0	0			
5211-22	STUDENT SYMPOSIUM 2022 (U of HOUSTON)	0	0			
5211-23	STUDENT SYMPOSIUM 2023 (WEST TX A&M)	0	0	600	NB	2022+ move to larger Regional conference; post-pandemic overall costs increase
5211-24	STUDENT SYMPOSIUM 2024 (ANGELO STATE)	129,175	129,175	13,933	11%	FY22-23 Assume deposit will be required for venue(s) + any applicable Steel Container annual expenses
5212	SUBSIDIARY EVENT ASSISTANCE	0	0			
5215	LEGISLATIVE DRIVE-IN	0	0			
5220	LEADERSHIP DEVELOPMENT WEEKEND (LDW)	20,000	20,000		0%	FY18-19 estimate ↑ expenses due to ↑ attendance; FY20-21 estimate ↑ expenses due to ↑ attendance
5221	OTHER CONFERENCES	500	500	350	70%	Annual LDW Event (25-50% funding provided by General Branch Fund); FY20-21 budget increase post-pandemic; FY22+ approved to \$18k
5221-03	CORPUS CHRISTI BRANCH MEETINGS	0	0			misc unplanned activities; FY17-18 I Week & Harvey Report Release; FY19-20 I Week; FY20-21 IRC Release; FY21-22 Beyond Storms report release; GL TBD: TripBuilder Media Multi Event Mobile
5222	EXCOMM MEETING (INCLUDES AV)	1,500	1,500	39	3%	January and Summer - \$500/ea; Includes: room rental, food, AV; FY22-23 post-pandemic f&b costs increase
5223	BOARD MEETING (INCLUDES AV)	2,000	2,000		0%	Symposium and CECON - est \$1,250/ea; Includes: room rental, food, & limited AV; FY22-23 post-pandemic f&b costs increase
5224	PRESIDENTS RECEPTION (@ MTGS)	2,500	2,500		0%	Symposium, Leadership Dev. Wknd, & CECON - est \$1,250/ea; includes: room rental & food; FY22-23 post-pandemic f&b costs increase
5240	ASCE CONFERENCE CONTRIBUTION	1,000	1,000	530	53%	2023 TDI in Aus, annual OTC in Hou; FY18-19 \$1K MRLC Dallas, \$1k National Student Steel Bridge Comp (UTEPE); FY19-20 In-kind w/ ASCE Pipelines 2020
TOTAL SX MTGS/CONFS/SPEC EVENTS (w/o 5210)		156,675	156,675	15,451	10%	
PUBLICATIONS/COMMUNICATIONS EXPENSE						
5230-05	HISTORY BOOK	0	0			
5318	WEB SITE-MAINTENANCE	3,800	3,800	1,647	43%	Hosting \$500/yr & Support \$175/mo, plus \$2-4k misc support tasks for website & TCE subsite
5319	WEB SITE-UPGRADES	8,000	8,000	2,625	33%	Website Redesign
5321	COMM SUPPORT	3,200	3,200	1,542	48%	Buffer (\$144/yr), Adobe Creative Cloud (\$82/mo), Zoom meeting (\$550/year), Dropbox (\$130/yr), Canva (\$15/mo), Issuu (\$54/mo) + Any creative asset licensing (iStock, Shutterstock, Adobe,
TOTAL PUBLICATIONS/COMMUNICATIONS EXPENSE		15,000	15,000	5,814	39%	
SECTION SERVICES						
5511	BR DUES-PASS THRU	42,000	42,000	33,720	80%	cancel out 4120
5513	OFFICERS-TRAVEL/EXPENSES	5,000	5,000	1,132	23%	est 50% of Pres, Pres-E, Past P, and VP Pro travel; see corresponding tab
5514	MULTI REGION LEADERSHIP CONFERENCE	1,000	1,000	1,358	136%	\$300/person reg fee. Send 4 annually (ED, Pres Elect, Pres, YM Chair), send more and all staff in held in Texas; FY21-22 virtual; FY22-23 Denver
5521	HISTORY COMMITTEE	1,420	0	1,420	100%	Coming soon: Rt 66 marker; FY15-16 \$300 EP bound. marker; FY17-18 Dallas Old Red Courthouse Centennial Plaque \$1.5k; FY18-19 \$500 TSHA Annual Mtg Sponsor
5522	HONORS COMMITTEE	1,300	1,300		0%	Increase budget by \$1,600 if/when Lifetime Service Awards will be presented (every 5 years, next = 2023 but presented in 2020 instead)
5523	MEMBERSHIP COMMITTEE	2,500	2,500		0%	FY16-17 STAY Grant; FY18-19 Social Media Mktg, CECON Registration giveaways, etc.; FY19-20 used for CECON Raffle Prizes & Printed Materials
5524	PAST PRES. COUNCIL/OCEA	1,500	1,500		0%	FY17-18 Cast Bronze Plaque ~\$1,250 + \$150 for wood plaque
5525	GOVERNMENT AFFAIRS	1,000	1,000	140	14%	\$125/yr online TX Leg db subscription; FY17-18 \$500 GA Business Cards; FY18-19 \$500 biz cards & \$500 Travel/Training/Recruiting; FY21-22 increased rep mtgs = travel & handouts
5526	STUDENT ACTIVITIES CMTE	0	0			student activity chair or head judge new comp needs, etc, adjustment from prior year lessons learned; Prior new buoys, equipment, shirts or other needs
5527-10	STEM CMTE	2,500	2,500	1,000	40%	FY16-17 UEF grant denied; FY17-18, FY18-19 & FY19-20 \$1K for TAME STEM Comp Support & \$1.6K for State STEM Conference; FY22-23 restore to previous activity with new active Chair
5528	YOUNGER MEMBERS CMTE	2,900	2,900	1,608	55%	For MRLC registration (\$300) & Camping Trip; FY22-23+ increased travel w/ new branded tent + promo activities at Section & Regional events
5529	OTHER COMMITTEES	0	0			FY18-19 \$2,000 for Institute Chapter Mtgs & Travel; FY19-20 \$200 for Misc Travel or Recruitment Activities
5532	INFRASTRUCTURE REPORT CARD CMTE	11,000	11,000		0%	FY19-20 Materials & 2021 IRC Prep (Consultant ~\$10k; mailing survey to local government ~\$1.5k); FY20-21 Materials (\$2.5k), Consultant (\$1k), PR Firm (\$3k); next FY2023-25
5533	STRATEGIC PLANNING CMTE	500	500		0%	market/socialize current plan; FY20-21 funding for meetings (2 in-person \$2,500/ea), \$500 printing/production, \$2k facilitator
TOTAL SECTION SERVICES		72,620	71,200	40,378	56%	
DESIGNATED EXPENSE						
5620	TCEL GIFT FOR STUDENT COMP. AWARD	1,000	1,000		0%	Tech. Paper Prize awards equal TCEL donation at 4260: \$600 - 1st, \$300 - 2nd, \$100 - 3rd
5622	KEITH McBRIDE SPIRIT of COMP. AWARD	0	0			\$125 plaque + \$300 prize money; FY18-19 Canoe & ???; FY19-20 Canoe Only; discontinued 2022+ when went Regional, can be used toward other Spirit related award
5625	SAC CHR & COMP COORD TRAVEL ALLOT	0	0			Suggest Stipend for Student Activities Cmte Chair & Comp Coord. to attend Student Symposium [\$1k Travel (x2)] be built into Symposium Budget
5635	GRANTS (OTHER ASCE)	0	0			Record expense at committee level
5650	GRANTS (NON-ASCE)	0	0			Record expense at committee level
5660	GIFTS - MEMORIAL/OFFICER APPREC/OTHER	600	600		0%	Gifts/Donations honoring leaders who have passed; FY19-20 Combine w/ 5560; Gift for Immediate Past Pres. (TCE?); FY21-22 ordered more Past Pres pins
TOTAL DESIGNATED EXPENSE		1,600	1,600	0	0%	

**ASCE TEXAS SECTION
2023 - 2024 OPERATING BUDGET**

		FY2024		%		NOTES
		AMENDED	ADOPTED	ACTUAL	REALIZED	
		BUDGET	BUDGET	as of	as of	
Reconciliation Status:		2023-2024	2023-2024	3/31/2024	3/31/2024	
				CPA		
SECTION ADMIN						FY21-22: TSAE (\$395 (1st) + \$275 (2nd)), ASCE (\$325 ED)
5710	STAFF TRAINING, DUES, SUBSCRIPTIONS	2,000	2,000	2,862	143%	\$650/FTE: Cont. Ed. (\$40-\$75 per webinar) & Conference (\$400 + travel); FY22-23: 3 FTEs; prior to 2023 \$1k/FTE
5711	RENT	22,500	22,500	5,625	25%	FY22-23 new office \$1800 all in --> see new office lease for annual increases; Prior monthly base rent = \$2,332+OpEx(\$110/mo)
5720	SECTION OFFICE RELOCATION	0	0			Lease ends 9/30/22; Office move sept/oct 2022
5721	PROPERTY TAX	200	200	118	59%	FY19-20 est \$325 TCAD + \$150 for copier; FY20-21 & FY21-22 est \$450 TCAD + \$150 for copier
5722	EQUIPMENT FUND & EQUIP/FURN R & M	11,000	11,000	6,681	61%	Copy Machine (\$150/mo), Computer lease (\$400/mo), Office 365; etc (\$85/mo), QuickBooks (\$915/yr), Misc./unplanned equip. (\$500)
5729	BANK FEES	500	500	207	41%	Electronic Transfer for Branch Dues Pass Through and other EFT enabled payments @ \$3/Transaction + \$10/mo fee to use EFT services
5731	CREDIT CARD TRANS FEES	4,000	4,000	2,605	65%	Credit Card Processing Fees
5732	AUDIT	0	0			Section Office is audited every 5th year by contracted 3rd Party; FY 20-21 (total TBD); FY15-16 audit was \$7,500
5733	INSURANCE (B & L)	1,400	1,400	1,329	95%	Hartford Policy Annual Premium, Includes Biz Personal Prop. & Liability, & Personal Injury; increases ~\$50/yr
5734	OFFSITE STORAGE/ARCHIVES	1,300	1,300	523	40%	archive secure storage \$105/mo
5735	STAFF-TRAVEL/EXPENSES	6,300	6,300	2,012	32%	ED: 8 Branches, Fly-in & regional mtgs; All Staff: Leadership Wknd, Site Visits - Doesn't include CECON (See 5210) or Symposium Registration (See Symposium Budget)
5736	MISCELLANEOUS	750	750	402	54%	Food/Coffee for Staff meetings & Holiday Dinner
5741	OFFICE SUPPLIES, SHIPPING, PRINTING	2,000	2,000	903	45%	Toner, Paper, bottle water srcv, supplies, Stamps, shipping, copy machine overages, biz cards, etc.; FY19-20 Combined w/ 5742 & 5743
5745	EX DIR MARKETING BUDGET	350	350	36	10%	Cover costs of meeting with potential partners/collaborators, and potential members/volunteers
5747	TELECOMM SVCS (PHN EMAIL INTERNET)	2,500	2,500	1,456	58%	Spectrum Internet (\$130/mo), LinkedPhone (\$17/mo for ED Cell Phn), Teams phone (\$??/mo for 3 lines), ED cellphone allowance (\$50/mo); FY19-20 Combined w/ 5744
TOTAL, SECTION ADMIN		54,800	54,800	24,758	45%	
TOTAL EXPENSES		591,395	589,475	227,429	38%	
OPERATIONAL EXCESS REV (OR EXP)		(2,235)	(315)	239,261		

		FY2024		%		NOTES
		AMENDED	ADOPTED	ACTUAL	REALIZED	
		BUDGET	BUDGET	as of	as of	
INVESTMENTS		2023-2024	2023-2024	3/31/2024	3/31/2024	
9510	DIVIDEND - INVESTMENTS	8,000	8,000	2,851	36%	
9520	GAIN (LOSS) - INVESTMENTS	30,000	30,000	59,773	199%	
5723	DEPRECIATION EXPENSE	0	0			
NET INCREASE (DECREASE) IN NET ASSETS		35,765	37,685	301,886	844%	

Legend

NB Not budgeted

Ronald W. Meyer, P.L.L.C.
Certified Public Accountant

401 West 15th Street, Suite 850 • Austin, Texas 78701 • Phone: (512) 476-4511 • Fax: (512) 476-4508

ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Texas Section - ASCE
Austin, Texas

Management is responsible for the accompanying financial statements of Texas Section – ASCE (a nonprofit organization), which comprise the statement of financial position as of March 31, 2024, and the related statement of activities for the one month and six months then ended, and the accompanying supplementary information for the one month and six months then ended, which is presented only for supplementary analysis purposes, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements or supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements or supplementary information.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Association's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Management has not reported expenses by natural and functional classification in either the statement of activities, separate statements, or in notes as required by ASU 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. Management has not determined the effect of this departure from accounting principles generally accepted in the United States of America on these financial statements.

The Organization's financial statements do not disclose the amount of future lease commitments under a long-term operating lease for its office space. Disclosure of that information is required by accounting principles generally accepted in the United States of America; however, management believes it is impractical to develop that information.

We are not independent with respect to Texas Section – ASCE.

Austin, Texas
May 30, 2024

A handwritten signature in blue ink that reads "Ronald W. Meyer P.L.L.C." with a large, stylized flourish at the bottom.

**Texas Section American Society of Civil Engineers
Statement of Financial Position (General)**

March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1102 · CHECKING - OPERATING	\$ 289,995.63
1117 · EDWARD JONES INVESTMENTS	524,418.38
1151 · WF GENERAL BRANCH FUND SVGS	11,861.71
1153 · INSTITUTE CHAPTER SAVINGS	(16,091.57)
1153-01 · GI - GEOTECHNICAL INSTITUTE	17,394.71
1153-02 · EWRI - ENVIRONMENTAL WATER RESOURCES	3,913.90
1153-03 · CI - CONSTRUCTION	500.00
1153-04 · SEI - STRUCTURAL ENGINEERING	5,200.00
1153-05 · T&DI - TRANSPORTATION & DEVELOPMENT	2,000.00
1153-06 · UESI - UTILITIES ENGINEERING AND SURVEYING	29,101.83
Total 1153 · INSTITUTE CHAPTER SAVINGS	42,018.87
1154 · STUDENT SYMPOSIUM SVGS	6,785.04
Total Checking/Savings	875,079.63
Accounts Receivable	
1190 · ACCOUNTS RECEIVABLE	15,559.62
Total Accounts Receivable	15,559.62
Other Current Assets	
1175 · SECURITY DEPOSIT - OFFICE	1,800.00
1182 · PREPAID POSTAGE - BUSINESS REPLY	1.16
1310 · RECEIVABLE FROM PORTER FUND	504.54
2215 · FUNDS HELD FOR MEMORIAL GIFTS	436.59
2217 · FUNDS HELD FOR ASCE - REGION 6	937.50
Total Other Current Assets	3,679.79
Total Current Assets	894,319.04
Fixed Assets	
1210 · FURNITURE AND EQUIPMENT	15,945.13
1220 · ACCUMULATED DEPRECIATION	(15,945.13)
Total Fixed Assets	-
TOTAL ASSETS	\$ 894,319.04

See accountant's report.

**Texas Section American Society of Civil Engineers
Statement of Financial Position (General)**

March 31, 2024

Mar 31, 24

LIABILITIES & NET ASSETS

Liabilities

Current Liabilities

Accounts Payable

2100 · ACCOUNTS PAYABLE

\$ 57,541.92

Total Accounts Payable

57,541.92

Credit Cards

2144 · Visa

6,919.53

Total Credit Cards

6,919.53

Other Current Liabilities

2210 · FUNDS HELD FOR GEN BRANCH FUND

28,106.21

2213 · FUNDS HELD FOR INSTITUTE CHAPTERS

59,049.44

2230 · DUE TO CECON

185,175.68

Total Other Current Liabilities

272,331.33

Total Current Liabilities

336,792.78

Total Liabilities

336,792.78

Net Assets

3100 · NET ASSETS WITHOUT RESTRICTIONS

274,397.35

Net Increase/(Decrease) in Net Assets

283,128.91

Total Net Assets

557,526.26

TOTAL LIABILITIES & NET ASSETS

\$ 894,319.04

See accountant's report.

**Texas Section American Society of Civil Engineers
Statement of Financial Position (CECON)**

March 31, 2024

	<u>Mar 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1107 · WF CECON	\$ 102,184.58
Total Checking/Savings	<u>102,184.58</u>
Other Current Assets	
1193 · DUE FROM GENERAL	185,175.68
Total Other Current Assets	<u>185,175.68</u>
Total Current Assets	<u>287,360.26</u>
TOTAL ASSETS	<u><u>\$ 287,360.26</u></u>
LIABILITIES & NET ASSETS	
Liabilities	
	\$ -
Total Liabilities	<u>-</u>
Net Assets	
3100 · NET ASSETS WITHOUT RESTRICTIONS	279,318.47
Net Increase/(Decrease) in Net Assets	8,041.79
Total Net Assets	<u>287,360.26</u>
TOTAL LIABILITIES & NET ASSETS	<u><u>\$ 287,360.26</u></u>

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities (General)
For One Month and Six Months Ended March 31, 2024

	Mar 24	Oct 23 - Mar 24
Operating Income/Expense		
Income		
DUES AND ALLOTMENT		
4110 · NATIONAL ALLOTMENT	\$ 34,360.22	\$ 34,360.22
4120 · BRANCH DUES	1,892.00	33,720.00
4130 · SECTION DUES	12,717.17	227,868.29
4140 · SECTION VOLUNTARY CONTRIBUTION	85.00	2,764.00
Total DUES AND ALLOTMENT	49,054.39	298,712.51
SECTION MEETINGS/CONFERENCES		
4211 · STUDENT SYMPOSIUM GENERAL	0.06	2.87
4211-24 · STUDENT SYMPOSIUM 2024	64,980.00	126,400.00
4221 · OTHER CONFERENCES	(7,342.81)	167.19
Total SECTION MEETINGS/CONFERENCES	57,637.25	126,570.06
PUBLICATION REVENUE		
4331 · CLASSIFIED ADS TCE/WEB	2,229.04	4,566.49
4332 · DIGITAL ADVERTISING	-	5,657.92
Total PUBLICATION REVENUE	2,229.04	10,224.41
OTHER REVENUE		
4530 · INTEREST INCOME	-	1.00
4550 · MISCELLANEOUS	146.59	11,925.60
Total OTHER REVENUE	146.59	11,926.60
DESIGNATED REVENUE		
4620 · TCEL/SAC	-	500.00
Total DESIGNATED REVENUE	-	500.00
Total Income	109,067.27	447,933.58
Expense		
SALARIES AND SERVICES		
5111 · SALARIES	18,500.52	94,992.18
5112 · PAYROLL TAXES	1,415.30	7,712.93
5113 · BENEFITS	3,827.24	22,043.78
5121 · SERVICES - CONSULTING/TEMPS	1,635.00	11,445.91
5122 · SERVICES - ARCHIVING	379.88	4,233.45
5131 · SERVICES - PAYROLL ADMIN	100.00	600.00
Total SALARIES AND SERVICES	25,857.94	141,028.25
SECTION MEETINGS/CONFERENCE EXP		
5211-23 · SUPPORT STUDENT SYMPOSIUM 2023	-	600.00
5211-24 · SUPPORT STUDENT SYMPOSIUM 2024	11,747.52	13,932.52
5221 · OTHER CONFERENCES	-	350.00
5222 · EXCOMM MEETING	-	38.96
5240 · ASCE CONFERENCE CONTRIBUTION	529.97	529.97
Total SECTION MEETINGS/CONFERENCE EXP	12,277.49	15,451.45
PUBLICATION EXPENSE		
5318 · WEBSITE - MAINTENANCE	160.90	1,646.90
5319 · WEBSITE - UPGRADES	-	2,625.00
5321 · COMMUNICATIONS SUPPORT	-	1,541.74
Total PUBLICATION EXPENSE	160.90	5,813.64
SECTION SERVICES		
5511 · BRANCH DUES PASS-THRU	1,892.00	33,720.00
5513 · OFFICERS - TRAVEL/EXPENSES	417.20	1,132.45
5514 · MULTI REGION LEADERSHIP CONFERENCE	-	1,357.87

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities (General)
For One Month and Six Months Ended March 31, 2024

	<u>Mar 24</u>	<u>Oct 23 - Mar 24</u>
5521 · HISTORY COMMITTEE	-	1,420.00
5525 · GOVERNMENT AFFAIRS	-	140.00
5527-10 · STEM COMMITTEE	-	1,000.00
5528 · YOUNGER MEMBERS COMMITTEE	-	1,607.75
Total SECTION SERVICES	2,309.20	40,378.07
SECTION ADMINISTRATION		
5710 · STAFF TRAINING, DUES, SUBSCRIPTIONS	328.74	2,862.10
5711 · RENT	1,875.00	5,625.00
5721 · PROPERTY TAX	4.57	117.69
5722 · EQUIPMENT FUND & EQUIP/FURN R&M	1,228.76	6,681.01
5729 · BANK FEES	96.60	206.60
5731 · CREDIT CARD TRANSACTION FEES	1,207.36	2,605.41
5733 · INSURANCE	-	1,329.00
5734 · OFFSITE STORAGE/ARCHIVES	-	522.50
5735 · STAFF - TRAVEL/EXPENSES	1,239.92	2,011.81
5736 · MISCELLANEOUS	61.06	402.00
5741 · OFFICE SUPPLIES, SHIPPING, PRINTING	68.03	902.85
5745 · EX DIR MARKETING BUDGET	36.15	36.15
5747 · TELECOMM SVCS (PHONE EMAIL INTERNET)	145.39	1,455.50
Total SECTION ADMINISTRATION	6,291.58	24,757.62
Total Expense	46,897.11	227,429.03
Operating Increase/(Decrease) in Net Assets	62,170.16	220,504.55
9510 · DIVIDEND - INVESTMENTS	626.22	2,851.30
9520 · GAIN (LOSS) - INVESTMENTS	10,570.44	59,773.06
Net Increase/(Decrease) in Net Assets	\$ 73,366.82	\$ 283,128.91

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities (CECON)
For One Month and Six Months Ended March 31, 2024

	Mar 24	Oct 23 - Mar 24
Ordinary Income/Expense		
Income		
SECTION MEETINGS/CONFERENCES		
4210 · TX CECON	\$ 15,333.69	\$ 18,756.69
Total SECTION MEETINGS/CONFERENCES	15,333.69	18,756.69
Total Income	15,333.69	18,756.69
Expense		
SECTION MEETINGS/CONFERENCE EXP		
5210 · TX CECON	79.00	10,714.90
Total SECTION MEETINGS/CONFERENCE EXP	79.00	10,714.90
Total Expense	79.00	10,714.90
 Net Increase/(Decrease) in Net Assets	 \$ 15,254.69	 \$ 8,041.79

See accountant's report.

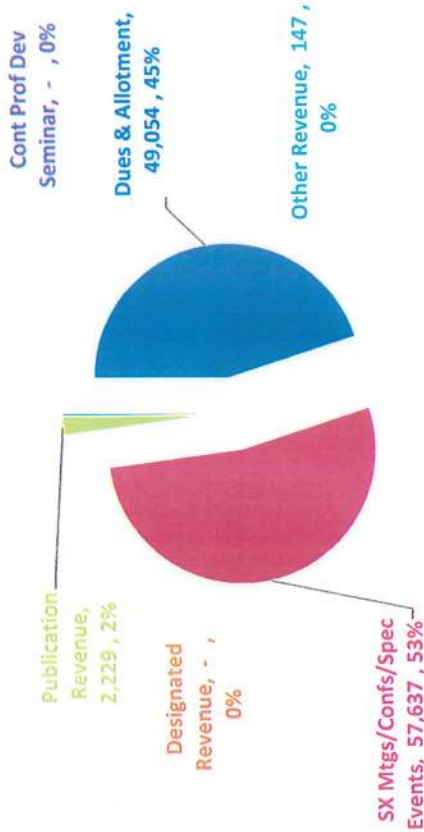
**TEXAS SECTION-ASCE
FINANCIAL SUMMARY (GENERAL)
FOR ONE MONTH AND SIX MONTHS ENDED MARCH 31, 2024
WITH COMPARISON TO MARCH 2023**

Account	ACTUAL				BUDGET					
	2022-2023 Current Period	2023-2024 Current Period	2022-2023 Year-To- Date	2023-2024 Year-To- Date	2022-2023 Annual Budget	2023-2024 Annual Budget	2022-2023 Percent Realized (Ideal -)	2023-2024 Percent Realized (Ideal -)	2022-2023 Budget Remaining	2023-2024 Budget Remaining
OPERATING REVENUE										
Dues & Allotment	17,097	49,054	296,005	298,713	334,900	362,000	88.39%	82.52%	38,895	63,287
SX Mtgs/Confs/Spec Events	76,296	57,637	139,183	126,570	173,950	139,160	80.01%	90.95%	34,767	12,590
Publication Revenue	832	2,229	4,302	10,224	17,000	19,000	25.31%	53.81%	12,698	8,776
Cont Prof Dev Seminar	-	-	-	-	-	-	0.00%	0.00%	-	-
Other Revenue	150	147	294	11,927	23,300	26,000	1.26%	45.87%	23,006	14,073
Designated Revenue	-	-	14,500	500	1,000	1,000	1450.00%	50.00%	(13,500)	500
TOTAL REVENUE	94,375	109,067	454,284	447,934	550,150	547,160	82.57%	81.87%	95,866	99,226
OPERATING EXPENSE										
Salaries & Support	22,385	25,858	139,518	141,028	291,600	290,200	47.85%	48.60%	152,082	149,172
SX Mtgs/Confs/Spec Events	25,615	12,277	33,093	15,451	174,500	156,675	18.96%	9.86%	141,407	141,224
Publication Expense	304	161	2,577	5,814	5,800	15,000	44.43%	38.76%	3,223	9,186
Prof Dev Seminar	-	-	-	-	-	-	0.00%	0.00%	-	-
Section Services	8,899	2,309	44,966	40,378	60,800	71,200	73.96%	56.71%	15,834	30,822
Designated Expenses	-	-	-	-	4,700	1,600	0.00%	0.00%	4,700	1,600
Section Administration	5,243	6,292	35,836	24,758	62,000	54,800	57.80%	45.18%	26,164	30,042
TOTAL EXPENSE	62,446	46,897	255,990	227,429	599,400	589,475	42.71%	38.58%	343,410	362,046
OPERATIONAL EXCESS REVENUE/ (EXPENSE)	31,929	62,170	198,294	220,505	(49,250)	(42,315)				
BUDGET OVEREXPENDED/ (UNDEREXPENDED)									(247,544)	(262,820)

See accountant's report.

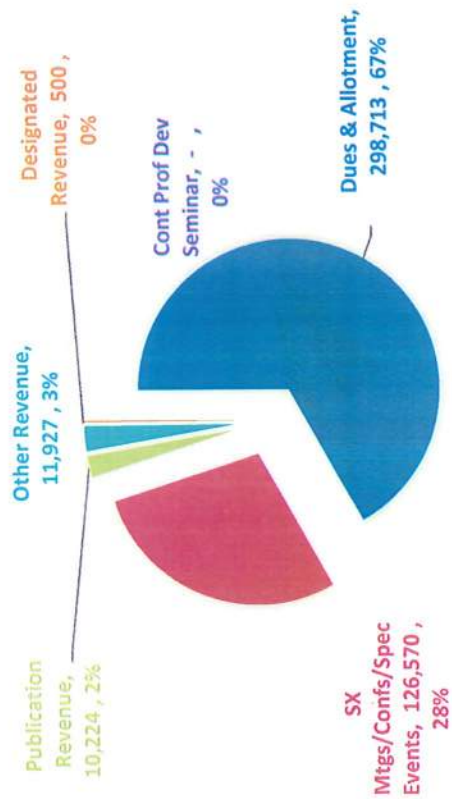
TEXAS SECTION-ASCE
 FINANCIAL SUMMARY (GENERAL)
 FOR ONE MONTH AND SIX MONTHS ENDED MARCH 31, 2024

REVENUE FOR MONTH ENDED MARCH 31, 2024



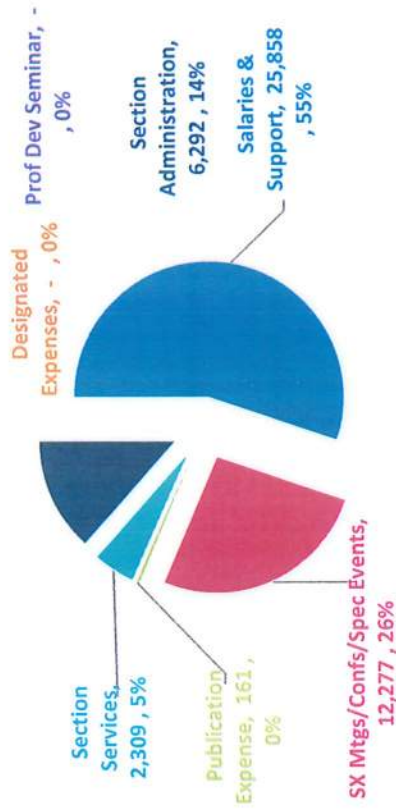
TOTAL REVENUE FOR MONTH \$ 109,067

REVENUE FOR YTD ENDED MARCH 31, 2024



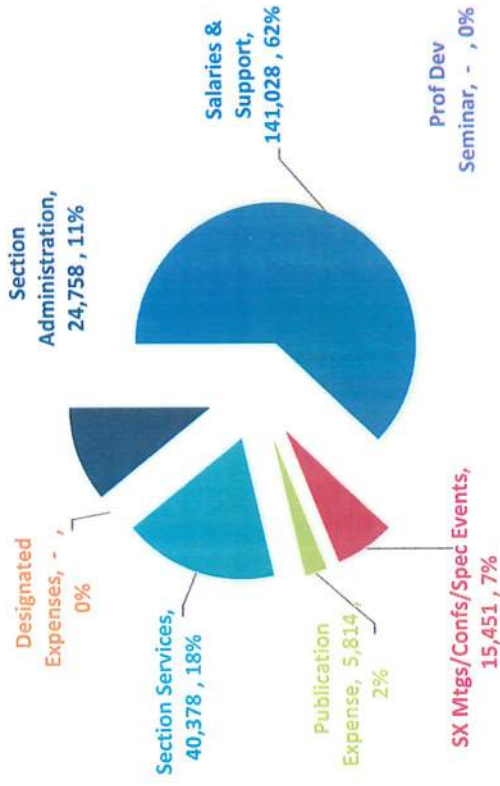
TOTAL REVENUE YEAR-TO-DATE \$ 447,934

EXPENSES FOR MONTH ENDED MARCH 31, 2024



TOTAL EXPENSES FOR MONTH \$ 46,897

EXPENSES FOR YTD ENDED MARCH 31, 2024



TOTAL EXPENSES YEAR-TO-DATE \$ 227,429

**TEXAS SECTION-ASCE
FINANCIAL SUMMARY (CECON)
FOR ONE MONTH AND SIX MONTHS ENDED MARCH 31, 2024
WITH COMPARISON TO MARCH 2023**

Account	ACTUAL				BUDGET							
	2022-2023 Current Period	2023-2024 Current Period	2022-2023 Year-To- Date	2023-2024 Year-To- Date	2022-2023 Annual Budget	2023-2024 Annual Budget	2022-2023 Percent Realized (Ideal -	2023-2024 Percent Realized (Ideal -	2022-2023 Budget Remaining	2023-2024 Budget Remaining		
OPERATING REVENUE												
SX Mtgs/Confs/Spec Events	21,303	15,334	186,683	18,757	45,000	42,000	414.85%	44.66%	(141,683)	23,243		
TOTAL REVENUE	21,303	15,334	186,683	18,757	45,000	42,000	414.85%	44.66%	(141,683)	23,243		
OPERATING EXPENSE												
SX Mtgs/Confs/Spec Events	131	79	133,455	10,715	-	-	0.00%	0.00%	(133,455)	(10,715)		
TOTAL EXPENSE	131	79	133,455	10,715	-	-	0.00%	0.00%	(133,455)	(10,715)		
OPERATIONAL EXCESS REVENUE/ (EXPENSE)	21,172	15,255	53,228	8,042	45,000	42,000						
BUDGET OVEREXPENDED/ (UNDEREXPENDED)									(8,228)	33,958		

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities - Budget vs. Actual (General)

For One Month and Six Months Ended March 31, 2024

	Mar 24	Oct 23 - Mar 24	Budget	Remainder	% Act - Bud
Income					
DUES AND ALLOTMENT					
4110 · NATIONAL ALLOTMENT	34,360.22	34,360.22	40,000.00	5,639.78	85.90%
4120 · BRANCH DUES	1,892.00	33,720.00	42,000.00	8,280.00	80.29%
4130 · SECTION DUES	12,717.17	227,868.29	275,000.00	47,131.71	82.86%
4140 · SECTION VOLUNTARY CONTRIBUTION	85.00	2,764.00	5,000.00	2,236.00	55.28%
Total DUES AND ALLOTMENT	49,054.39	298,712.51	362,000.00	63,287.49	82.52%
SECTION MEETINGS/CONFERENCES	57,637.25	126,570.06	139,160.00	12,589.94	90.95%
PUBLICATION REVENUE					
4331 · CAREER CENTER	2,229.04	4,566.49	9,000.00	4,433.51	50.74%
4332 · DIGITAL ADVERTISING	0.00	5,657.92	10,000.00	4,342.08	56.58%
Total PUBLICATION REVENUE	2,229.04	10,224.41	19,000.00	8,775.59	53.81%
OTHER REVENUE					
4510 · INVESTMENT DRAW	0.00	0.00	23,500.00	23,500.00	0.00%
4530 · INTEREST INCOME	0.00	1.00	0.00	-1.00	0.00%
4550 · MISCELLANEOUS	146.59	11,925.60	2,500.00	-9,425.60	477.02%
Total OTHER REVENUE	146.59	11,926.60	26,000.00	14,073.40	45.87%
DESIGNATED REVENUE					
4620 · TCEL/SAC	0.00	500.00	1,000.00	500.00	50.00%
Total DESIGNATED REVENUE	0.00	500.00	1,000.00	500.00	50.00%
Total Income	109,067.27	447,933.58	547,160.00	99,226.42	81.87%
Expense					
SALARIES AND SERVICES					
5111 · SALARIES	18,500.52	94,992.18	200,000.00	105,007.82	47.50%
5112 · PAYROLL TAXES	1,415.30	7,712.93	15,000.00	7,287.07	51.42%
5113 · BENEFITS	3,827.24	22,043.78	50,000.00	27,956.22	44.09%
5121 · SERVICES - CONSULTING/TEMPS	1,635.00	11,445.91	21,000.00	9,554.09	54.50%
5122 · SERVICES - ARCHIVING	379.88	4,233.45	3,000.00	-1,233.45	0.00%
5131 · SERVICES - PAYROLL ADMIN	100.00	600.00	1,200.00	600.00	50.00%
Total SALARIES AND SERVICES	25,857.94	141,028.25	290,200.00	149,171.75	48.60%
SECTION MEETINGS/CONFERENCE EXP					
5211-23 · SUPPORT-STUDENT SYMPOSIUM 2023	0.00	600.00	0.00	-600.00	0.00%
5211-24 · SUPPORT-STUDENT SYMPOSIUM 2024	11,747.52	13,932.52	129,175.00	115,242.48	10.79%
5220 · LDW-LEADERSHIP DEVELOPMENT WEEKEND	0.00	0.00	20,000.00	20,000.00	0.00%
5221 · OTHER CONFERENCES	0.00	350.00	500.00	150.00	70.00%
5222 · EXCOMM MEETING	0.00	38.96	1,500.00	1,461.04	2.60%
5223 · BOD MEETING EXPENSES	0.00	0.00	2,000.00	2,000.00	0.00%
5224 · PRESIDENT'S RECEPTION	0.00	0.00	2,500.00	2,500.00	0.00%
5240 · ASCE CONFERENCE CONTRIBUTION	529.97	529.97	1,000.00	470.03	53.00%
Total SECTION MEETINGS/CONFERENCE EXP	12,277.49	15,451.45	156,675.00	141,223.55	9.86%

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities - Budget vs. Actual (General)

For One Month and Six Months Ended March 31, 2024

	<u>Mar 24</u>	<u>Oct 23 - Mar 24</u>	<u>Budget</u>	<u>Remainder</u>	<u>% Act - Bud</u>
PUBLICATION EXPENSE					
5318 · WEBSITE - MAINTENANCE	160.90	1,646.90	3,800.00	2,153.10	43.34%
5319 · WEBSITE - UPGRADES	0.00	2,625.00	8,000.00	5,375.00	32.81%
5321 · COMMUNICATIONS SUPPORT	0.00	1,541.74	3,200.00	1,658.26	48.18%
Total PUBLICATION EXPENSE	<u>160.90</u>	<u>5,813.64</u>	<u>15,000.00</u>	<u>9,186.36</u>	<u>38.76%</u>
SECTION SERVICES					
5511 · BR DUES - PASS THROUGH	1,892.00	33,720.00	42,000.00	8,280.00	80.29%
5513 · OFFICERS - TRAVEL/EXPENSES	417.20	1,132.45	5,000.00	3,867.55	22.65%
5514 · MULTI REGION LEADERSHIP CONFERENCE	0.00	1,357.87	1,000.00	-357.87	135.79%
5521 · HISTORY COMMITTEE	0.00	1,420.00	0.00	-1,420.00	0.00%
5522 · HONORS COMMITTEE	0.00	0.00	1,300.00	1,300.00	0.00%
5523 · MEMBERSHIP COMMITTEE	0.00	0.00	2,500.00	2,500.00	0.00%
5524 · PAST PRESIDENTS' COUNCIL/OCEA	0.00	0.00	1,500.00	1,500.00	0.00%
5525 · GOVERNMENT AFFAIRS	0.00	140.00	1,000.00	860.00	14.00%
5527-10 · STEM COMMITTEE	0.00	1,000.00	2,500.00	1,500.00	40.00%
5528 · YOUNGER MEMBERS COMMITTEE	0.00	1,607.75	2,900.00	1,292.25	55.44%
5532 · INFRASTRUCTURE REPORT CARD CMTE	0.00	0.00	11,000.00	11,000.00	0.00%
5533 · STRATEGIC PLANNING COMMITTEE	0.00	0.00	500.00	500.00	0.00%
Total SECTION SERVICES	<u>2,309.20</u>	<u>40,378.07</u>	<u>71,200.00</u>	<u>30,821.93</u>	<u>56.71%</u>
DESIGNATED EXPENSE	0.00	0.00	1,600.00	1,600.00	0.00%
SECTION ADMINISTRATION					
5710 · STAFF TRAINING, DUES, SUSCRIPTIONS	328.74	2,862.10	2,000.00	-862.10	143.11%
5711 · RENT	1,875.00	5,625.00	22,500.00	16,875.00	25.00%
5721 · PROPERTY TAX	4.57	117.69	200.00	82.31	58.85%
5722 · EQUIPMENT FUND & EQUIP/FURN R & M	1,228.76	6,681.01	11,000.00	4,318.99	60.74%
5729 · BANK FEES	96.60	206.60	500.00	293.40	41.32%
5731 · CREDIT CARD TRANSACTION FEES	1,207.36	2,605.41	4,000.00	1,394.59	65.14%
5733 · INSURANCE	0.00	1,329.00	1,400.00	71.00	94.93%
5734 · OFFSITE STORAGE/ARCHIVES	0.00	522.50	1,300.00	777.50	40.19%
5743 · STAFF - TRAVEL/EXPENSES	1,239.92	2,011.81	6,300.00	4,288.19	31.93%
5736 · MISCELLANEOUS	61.06	402.00	750.00	348.00	53.60%
5741 · OFFICE SUPPLIES, SHIPPING, PRINTING	68.03	902.85	2,000.00	1,097.15	45.14%
5745 · EX DIR MARKETING BUDGET	36.15	36.15	350.00	313.85	10.33%
5747 · TELECOMM SVCS (PHN EMAIL INTERNET)	145.39	1,455.50	2,500.00	1,044.50	58.22%
Total SECTION ADMINISTRATION	<u>6,291.58</u>	<u>24,757.62</u>	<u>54,800.00</u>	<u>30,042.38</u>	<u>45.18%</u>
Total Expense	<u>46,897.11</u>	<u>227,429.03</u>	<u>589,475.00</u>	<u>362,045.97</u>	<u>199.11%</u>
Operating Increase/(Decrease) in Net Assets	<u>62,170.16</u>	<u>220,504.55</u>	<u>-42,315.00</u>	<u>-262,819.55</u>	<u>-521.10%</u>
9510 · DIVIDEND - INVESTMENTS	626.22	2,851.30	8,000.00	5,148.70	35.64%
9520 · GAIN (LOSS) - INVESTMENTS	10,570.44	59,773.06	30,000.00	-29,773.06	199.24%
Net Increase/(Decrease) in Net Assets	<u>\$ 73,366.82</u>	<u>\$ 283,128.91</u>	<u>\$ (4,315.00)</u>	<u>\$(287,443.91)</u>	<u>-6561.50%</u>

See accountant's report.

Texas Section American Society of Civil Engineers
Statement of Activities - Budget vs. Actual (CECON)
For One Month and Six Months Ended March 31, 2024

	<u>Mar 24</u>	<u>Oct 23 - Mar 24</u>	<u>Budget</u>	<u>Remainder</u>	<u>% Act - Bud</u>
Income					
SECTION MEETINGS/CONFERENCES	15,333.69	18,756.69	42,000.00	23,243.31	44.66%
Total Income	15,333.69	18,756.69	42,000.00	23,243.31	44.66%
Expense					
SECTION MEETINGS/CONFERENCE EXP					
5210 - TX CECON	79.00	10,714.90	0.00	-10,714.90	0.00%
Total SECTION MEETINGS/CONFERENCE EXP	79.00	10,714.90	0.00	-10,714.90	0.00%
Total Expense	79.00	10,714.90	0.00	-10,714.90	0.00%
Net Increase/(Decrease) in Net Assets	<u>15,254.69</u>	<u>8,041.79</u>	<u>42,000.00</u>	<u>33,958.21</u>	<u>19.15%</u>


See accountant's report.

Texas Section American Society of Civil Engineers
Selected Footnotes to the Financial Statements
March 31, 2024

Due from Operating Fund


The Operating Fund owes the following amounts to designated accounts as described below:

- Student Symposium savings is owed \$8,000 based on a temporary loan transferred to the Operating account on October 19, 2020.
- Institute Chapter savings is owed \$30,000 total:
 - \$25,000 based on a temporary loan transferred to the Operating account on June 18, 2020.
 - \$5,000 based on a temporary loan transferred to the Operating account on November 2, 2020.
- General Branch Fund savings is owed \$2,595.63 based on a \$10,000.00 temporary loan transferred to the Operating account on June 18, 2020, less approved draws \$6,750.00 and \$654.37 from the account to cover Leadership Development Weekend (LDW) 2021 expenses and support West Texas Branch delegate travel for LDW 2021, respectively.

FORM F-2	OFFICER REPORT		
	Agenda Item Number	5.8	Item Title Directors at Large
	Date	7/12/24	Reported by Rebecca Rice PE
	Purpose	2023-2024 Executive Committee Meeting	

OFFICER ACTIVITIES
<ul style="list-style-type: none"> • Monthly meetings with the Directors at Large, President and President Elect, Jenni Peters, Kimberly Garcia, and Editorial Committee volunteers to discuss TCE content. • Continue to seek content for the TCE that will engage our membership, including technical articles, Region 6 updates, President’s Messages, History and Heritage features, Meet the Board features, recognition of award honorees, and updates from Branches on activities • Discussed membership survey to be completed in 2024 <ul style="list-style-type: none"> ○ Last survey completed several years ago ○ Our goals for the survey include: determine how to best engage with membership moving forward (such as through emails, social media, or the TCE), identify what content our membership enjoys most, and how can we retain existing members/attract new members. • If a Committee, Institute, or other group has questions they would like to send to membership, please contact the Directors at Large.

COMMITTEE	Tellers Committee	CHAIR	Victor Murillo PE
Tellers committee to verify results of the 2024-2025 Texas Section Officer Election prior to Summer ExCom meeting.			
ITEMS FOR AGENDA			
None			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.1	Item Title	Executive Director
	Date	7/12/24	Reported by	Jenni Peters CAE
	Purpose	Summer 2023-2024 Executive Committee Meeting		

REPORT	Staffing and Office Space
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Staff and Volunteer Support: As a team, Section staff is focusing on volunteer management best practices, while continuing to support our members and volunteers, to help them excel within the Section's Strategic Plan. As new projects proposals arise, I will continue to work with the staff team to evaluate them early on, in relation to our current program workload, taking hard looks at current offerings to see where we can make room by combining or sunsetting other activities.

Office: The office continues to work perfectly for us. Just the right size. With our hybrid work schedule, package & overnight delivery has proved to be cumbersome. I will be exploring leasing an off-site box to accept packages and overnight delivery service items on our behalf, holding them in a secure location until we can retrieve them. The Section office address would continue to be the primary mail destination.

Section office has been asked to store event resources and giveaways between events for TxUESI. We are evaluating the feasibility.

Technology: The Section's committees and councils are encouraged to continue to utilize the SharePoint folders as a document and archive resource. There is a folder for ALL activities and committees, and link reminders are included with meeting agendas. The staff team will continue to remind volunteers of this resource and we have seen increased usage as volunteer awareness increases and users get more familiar with the SharePoint online platform.

Texas Branches, Institute Chapters, and Student Chapters are also encouraged to utilize the Section SharePoint cloud storage for archival and succession planning document saving.

REPORT	Communications and Marketing
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Marketing and Communications Coordinator Kim Garcia prepared a detailed communications report (attached), including analytics for the TexASCE.org website, *Texas Civil Engineer* (TCE) digital magazine, media relations, and social media.

Highlights from the report:

- Election landing page received record page views at 820 views
- Events and TCE were the highest draw of the 2nd quarter
- More than 40% of our email communication recipients have viewed/opened the emails from TexASCE, both program-based and the newsletter
- History & Heritage and Technical Features continue to be the biggest draws for TCE articles

All social channels have seen an increase in followers, which we hope yields increased engagement in the months to come. With increased touch points, we also hope to see increased registrations and participation in Section programs. LinkedIn continues to be our best performing social channel.

The www.TexasASCE.org website underwent a backend coding and limited frontend refresh. The switchover occurred 7/1 and went successfully. The site's coding was updated to accommodate upgrades, help our site function better, and be more user friendly for visitor. Members and site visitors will not notice the changes but will get to enjoy a slight increase in loading speed and fewer format and link errors.

REPORT	Budget and Non Dues Revenue Streams
<p>The Section's primary sources of non-dues revenue continue to include 1) digital advertising sales, 2) Career Center postings, and 3) administrative support of TCEF and events like Student Symposium and CECON. Following administrative support, Digital Advertising revenue has risen to be the leading source of non-dues revenue. We will look to expand digital advertising offering by adding retargeting online advertising. Since the Webinar Series has fallen off, Section staff proactively took steps to curate interested presenters. Time will tell if this expanded search yields results.</p> <p>Section staff has also begun evaluating offering TexASCE entities (Institutes and Branches) logistic services for events, utilizing Section resources for a nominal fee. The fee mostly covers staff time for backend coordination and meeting/planning time. We are currently speaking with TxUESI for this service. In the past, we have conducted limited backend planning services, like expanded registration, for Corpus Christi Branch. This service is above and beyond basic meeting meal function online registration. Contact office@texasce.org to inquire.</p>	
REPORT	Other activities
<p>Branch & Community Outreach: In my role as Executive Director, I am charged with building and maintaining industry outreach, which includes Global, National, Regional, Branch, Chapter, and fellow industry-related organizations. I have attended Society, Regional, Branch, & Section activities around the State to promote membership and Section activities, while meeting and developing relationships with members and partners. Visits since the Winter 2024 meeting include: TCEQ Environmental Trade Fair, Region 6 Board meetings, TxAPWA Conference, and Student Symposium. I have also kept up relationships with leaders from groups like: TWDB, PUCT, TSPE, TBPELS, TAME, TCEL, TCEF, TxDOT, Workforce Texas, InfraDay, APWA, CCT, PPI, Lime Association, ACPA, ACEC, AGC, Texas Hurricane Center, and IAI.</p> <p>CECON Support: As part of my work to help maintain and establish relationships with other professionals and industry partners, I have secured panelists and keynote speakers. I will continue to research and curate speakers, authors, and content producers across all the Section's programs and resources, from webinars to TCE, CECON to Symposium. Including, assisting the Texas Civil Engineering Foundation (TCEF) in executing the inaugural TCEF Leadership Series keynote general sessions and proposing future lectures.</p> <p>Archiving Project: The first round of digital archive files and records have been completed. 18 boxes of accounting, meeting, and administrative files, including bank & investment records, minutes, proceedings, and photos. A second round will be started under the next FY budget.</p>	
ITEMS FOR AGENDA	
<p>Help me expand our industry partners: What industry organizations and events/conferences are you aware of or have a contact withing that I could reach out to add to our calendar and Collaborators?</p>	

ASCE Texas Section

Quarterly Communications Report for July 2024 Executive Committee Meeting

Kim Garcia, Marketing Communications Coordinator

1. **Website – 2024 Quarterly Summary** (April 1, 2024 - June 30, 2024)

The Section Website (www.TexASCE.org) received less than 12,000 Unique Visitors in Q3 2024. It is lower compared to the previous quarter which could be attributed to a decrease in Direct traffic because the homepage is bookmarked. The homepage did receive less than 2,000 views.

- **Top 5 TexASCE.org viewed pages in Q3 2024:**

1. Student Symposium (2,259 views)
2. Award Nominations (1,396 views)
3. Election (820 views)
4. Building of the Tower of the Americas (699 views)
5. Events (526 views)

Metric Use: Unique Visitors are the number of unduplicated individual users who visit the website over the course of a specified time. It is a new metric to measure the insights regarding the growth and evolution of the site's audience. Views are the number of app screens or web pages users saw. Repeated views of a single screen or page are counted.

Metric Use: Direct traffic in Google Analytics is when someone types or pastes in your URL to visit your site directly, clicks a bookmark, or otherwise ends up on your website by clicking a link that Google Analytics can't see.

2. **TCE Digital – 2024 Quarterly Summary** (April 1, 2024 - June 30, 2024)

Our partnership with Multiview for our single all-encompassing member newsletter “TexASCE NEWS”, has been going great. Advertising has become more convenient and accessible for our Partners. It has an average of 40.2% Unique Opens within the quarter. For the HigherLogic database, a total of 57 emails have been sent in this time frame. It has an average of 40.7% Unique Opens.

- **Top 5 TCE Digital Articles in Q3 2024**

1. Building of the Tower of the Americas (699 views)
2. Lightweight Cellular Concrete (429 views) *
3. Mapping Out the Old San Antonio Road (378 views)
4. Shallow Foundation Design and Its Advantages (322 views)*
5. Parker Trusses in Texas (320 views)

**Technical Feature*

Metric Use: Unique Opens represents the number of individual people who opened the email. It is a metric to use when determining the performance of the campaign. We can acquire insights into the audience's engagement levels and the overall performance of the campaign by analyzing the percentage of unique emails opened by subscribers.


3. **Media Relations – 2024 Summary**

The Section continues its feature page in the statewide publication “Texas Contractor Magazine,” monthly. Our articles are featured in the association tab on their website. The July release features CECON keynotes and the program schedule.

Texas Section partnered with the City of Fort Worth Cowtown Coliseum staff to create and distribute a News Release surrounding the 2015 Texas Historical Civil Engineering Landmark plaque installation ceremony, which took place July 28.

4. **Social Media – 2024 Summary** (April 1, 2024 - June 30, 2024)

- **LinkedIn:** 266 Unique Visitors which is a 57.4% performance increase compared with the previous 30 days. 24,194 Organic Reactions from all LinkedIn posts within the timeframe.
- **Twitter:** 5.2k post impressions with a monthly average 2.7% engagement rate.
- **Instagram:** Over 7.5k accounts were reached with a gain of 124 followers.
- **Facebook:** Over 2.5k accounts were reached with a total of 297 content interactions.

FORM F-2	SECTION OFFICE REPORT			
	Agenda Item Number	6.2	Item Title	Operations
	Date	7/3/24	Reported by	Mike Sosa
	Purpose	Summer 2023-24 Executive Committee Meeting		

REPORT	Annual Reports		
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Annual reports were collected by ASCE through [the online portal](#). The annual allotment was distributed to the Section on March 8. The total was \$34,360.22 (\$5,700 less than budgeted).

REPORT	Tax Returns		
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Tax returns for FY2022-23 were due to the IRS on February 15, 2024, barring an extension request submitted to the IRS.

As of this report, 3 of 4 Large Branches have submitted their Form 990 to the IRS and the Austin Branch has submitted an extension request and is on track to submit before the August 15 extended deadline.

Financial reports for FY2022-23 were due to ASCE by November 30, 2023. As of this report, 10 of 11 Small Branches have submitted their financial form to ASCE. Section Staff are working to help the West Texas Branch regain access to their banking so they can submit a report.

The Texas Section's CPA, Ron Meyer, submitted the draft Form 990 to the Executive Director, Board of Direction, and ASCE Finance Dept for review and comment on January 3, 2024. ASCE provided their review and no additional comments on January 12. The final form was submitted to the IRS on 2-13-24.

For Reference, tax returns are reported on the year that begins the fiscal year (Oct. 2018) and ends (Sept. 2019). Returns are due 4 ½ months after the close of each fiscal year (February 15th).

REPORT	Subsidiary Bylaws		
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Recommended for approval: None

Current Status (branch name – date of last bylaws approval – branch dues rate)

- Austin – 04/12/2018 - \$10
- Brazos – 03/05/2020 - \$10
- Caprock – 05/14/2011 - \$6
- Central Texas – 06/02/2001 - \$6
- Corpus Christi – 09/25/2020 - \$10
- Dallas – 11/07/2012 - \$10
- El Paso – 04/12/2018 - \$10
- Fort Worth – 09/22/2023 - \$10
- High Plains – 11/24/2003 - \$6
- Houston – 05/06/2019 - \$10
- Northeast Texas – 03/05/2020 - \$10
- Rio Grande Valley – 07/09/2021 - \$10
- San Antonio – 10/07/2010 - \$10
- Southeast Texas – 03/05/2020 - \$10
- West Texas – 04/12/2018 - \$10

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

ITEMS FOR AGENDA	None
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