



2017 HEEP Board of Directors Meeting Minutes  
September 26, 2017

## Old/Ongoing Business

Meeting called to order at 9:03 am

Following 14 people in attendance:

Jon Starr, Ernie Treadway, Brandon Anderson, Mike Dyr Dahl, Kevin Martin, Elaine Richard, Diane Gunsch, Thomas Hamski, Vern Danforth, Judy Tarwater, Denise Reis, Lance Parve, Rande Robinson, Andrzej Maciejewski, +KYTC Attendee

- Approve 2016 BOD Minutes – Approved by voice vote
- President's Report – Kevin Martin gave a quick summary of the current conference noting that attendance and sponsorships were higher than expected (approx. 240 attendees). Kevin also noted that due to a changing role in the KTC he may be leaving the HEEP fold.
  - Conference Update
  - Budget Update – Kevin reported that the current conference Budget was as expected taking in approximately \$325K and would pass approximately \$110k to Jon.
- Future Conferences
  - 2018 – Jon Starr reported that planning had begun in earnest for next year's conference in Lincoln NB, Sept. 23-27, 2018
  - 2019 – Rande Robinson reported that a hotel was set and preliminary planning had started for the 2019 Conference in Asheville, NC Sept. 7-12, 2019
  - 2020 – Vern Danforth confirmed that Florida would host the 2020 IHEEP conference and site selection was under way
  - Premium Sponsor Workshops Kevin
- Web Report – Ernie Treadway reported on the web budget status (approximately \$450) and that he renewed several of our domain names. He was also directed to secure the [iheep2019.com](http://iheep2019.com)
- ESP Report – Diane Gunsch reported that we had 4 student Participants in this year's ESP program along with a new sponsor InfoTech.
- Area Reports – Other than area V nothing to report.
  - Area 1 – Elaine Richard
  - Area 2 – Vern Danforth
  - Area 3 – Dan Belcher
  - Area 4 – Brandon Anderson
  - Area 5 – Andrzej Maciejewski provided an update on TEM
- HEEP SIGS Report – Rande Robinson briefly went over current status of SIGs



- 2016 Tabled/Review items for further action or discussion – Kevin - all items tabled
  - Area ESP participation
  - Area Director Role
  - Area Reports
  - Technology Manager position
  - Librarian/Historian Position

### **New Business**

- Area Directors Roles – Group decided to tackle this issue after this meeting. Rande will pull together various documents for review, removal or updates in the constitution and by-laws.
  - Conference app and delegate management system – Kevin, Jon, Rande will discuss and review options with the help of Lance (wsdot)
  - Social Media Marketing – Rande / Mike discussed with the group.
  - Alternate Communication Methods - Jon Starr lead group discussion no action taken.
  - Use of HEEP logo by others – Group decided as long as it promotes HEEP or the conference then no problem.
  - ESP Moving Forward – D. Gunsch submitted 3 options for the group to consider moving forward. After discussion, it was decided that Diane would continue on for another year working/training Elaine to take over her duties after which the management of the actual selection and running of the Competition (program) will be turned over to Conference (BOD) management.
  - Meeting suspended at 11:40 am until the Wednesday evening banquet.
  - Meeting was resumed 9.27.17 at approximately 8:00 pm. Following nomination were offered for consideration and unanimously approved:
    - 2018 President – Jon Starr, NBDOT
    - 2018 Vice President – Rande Robinson, NCDOT
    - 2018 Secretary – Vern Danforth, FLDOT
- Business Meeting adjourned shortly after around 8:10 pm.