

COMBINED ANNUAL MEMBERSHIP AND BOARD MEETING

Saturday, January 22, 2011, 17h45 EST
Omni Shoreham Hotel, Congressional Room
Washington, DC, USA

Draft-Meeting Minutes

Call to Order, Introduction

The meeting was called to order by President Snyder at 17h50. All attendees introduced themselves (see attachment A for list of attendees).

Review and Approval of January 2010 Meeting Minutes

Wathne moved to accept the meeting minutes as submitted, Grove seconded. The meeting minutes were approved on a voice vote.

Officer and Committee Reports

President's Report (Snyder): President Snyder briefly summarized some of the important items discussed at the October, 2010 board meeting (Sevilla, Spain). The board is working on several value-added initiatives for the general membership and corporate members. ISCP and Transports Québec organized a display at the EUPAVE conference (October 2010) to promote the 10th International Conference. ISCP is co-sponsoring conferences/workshops in Xian, China (April, 2011), Sydney, Australia (August, 2011), and Florianopolis, Brazil (November, 2011). Each of the ISCP standing committees has developed a mission statement along with short term and long term goals.

Secretary-Treasurer's Report (Buch): Neeraj Buch presented membership breakdown for 2010 and noted that renewals for 2011 were coming in but at a slow rate. Current student members were encouraged to renew their membership; also students in attendance who are not members of ISCP were encouraged to become members.

Neeraj Buch then presented the Treasurer's report (Appendix B), providing a summary of the 2010 closing financial statements and the approved (in October 2010) 2011 budget. He noted that the expenses in 2010 were marginally higher than the income. The motion to approve the financial report was made by Tim Smith and seconded by Jake Hiller. The financial statement was passed by a voice vote. It was also noted that in 2011 significant expenses associated with the organization of the 10th International Conference will occur and result in a large deficit.

Standing Committee Reports

- *Activities Committee (Snyder on behalf of Balbo)-*Bo Tian noted that for the Xian Conference (April 18-20, 2011) the organizers report 50 delegates have registered to date, including 8-9 international guests. The conference is co-sponsored by ISCP. In addition to this ISCP is cosponsoring conferences and workshops in Florianopolis, Brazil and Sydney, Australia.

- *10th International Conference (Smith)*-The event coordinator for the conference is AGORA Communications located in Quebec City. The conference flyers and call for papers have been distributed at several conferences. The conference committee has developed a four-tiered sponsorship plan. This plan was distributed to the ISCP board members for discussion and comments. It was suggested to have a \$ floor rather than a range for each tier. The conference steering committee will take this under consideration. The draft budget and registration fee have been developed and will be circulated among the board members for discussion and approval. There will be a need for paper and poster reviewers. Lev Khazanovich and Jeff Roesler are working on the arrangements for the Theoretical Workshop to be held prior to the 10th conference.
- *Membership Committee (Juan Pablo Covarrubias, Sr./Jamshid Armaghani)*-The committee noted that the society needs to develop tools to increase the value of the society for its membership (both individual and corporate). President Snyder noted that the next board conference call should focus on what the society can offer to the corporate members. In preparation for the board meeting conference call it was suggested that the membership committee meet (via teleconference) and develop talking points for discussion. Jeff noted that he is working with President Snyder on a blog through LINKEDIN.
- *Technology Transfer Committee (Hiller/Grove)* - The online database will be hosted on the society's website. The committee has created a sample database of all the Purdue and ISCP conference proceedings. The committee noted that they will tap into the \$5000 line item to pay for the database code development. The beta version will be ready by the conference in Brazil (Nov, 2011). Hiller also stated that the database can be placed behind a password protected wall, i.e. available only to the members of the society. Jim Grove presented the typical headers for the mini web pages to be developed and posted on the society's web page.
- *Communication Committee (Buch)*-The committee has sent out letters to current members and friends residing in the various regions of the world to solicit articles highlighting concrete pavement related activities for the newsletter. As of the meeting date, 13 folks have already responded and have agreed to assist. The February 2011 newsletter will showcase one such international activity. The committee goal is to produce and distribute one newsletter every month.
- *Sustainability Committee (Wathne)*-The committee will prepare a review (on behalf of ISCP) of the GREENROADS 1.0 rating system. The committee is also working on summarizing the key challenges and outcomes from the sustainability conference held in Sacramento, USA in September, 2010, with the idea that it is the start of a 'bibliography' of papers/information published/presented on the topic.
- *Nominating Committee (Zollinger)*-The committee is working on putting together two nomination packages for honorary members. Mike Darter and Shiraz Tayabji are assisting Dan in this effort.

New Business

No new business

Good and Welfare /Announcements

- Leif Wathne announced the ACPA reception at the Willard Hotel on Monday 24 January, 2011.
- Next Board Meeting is scheduled for August 3, 2011 in North Sydney, Australia
- The next combined Board and Annual Meeting is scheduled for January 21, 2012 in Washington, DC

The meeting was adjourned at 19h53 (EST)

Submitted by
Neeraj Buch

Appendix A-2011 General and Board Meeting Attendee List

| Name | Affiliation |
|-------------------------|--|
| AMRMAGHANI, Jamshid | Global Sustainable Solutions |
| Bo Tian | Research Institute of Highways, CHINA |
| BORDELON, Amanda | University of Illinois |
| BUCH, Neeraj | Michigan State University |
| BURNHAM, Tom | MN/DOT |
| CEYLAN, Halil | Iowa State University |
| CLINE, Greg | Federal Aviation Administration |
| COVARRUBIAS, Juan Pablo | TC Pavements, CHILE |
| COVARRUBIAS, Juan Pablo | TC Pavements, CHILE |
| DeGRAAF, Dan | Michigan Concrete Association |
| FELDMAN, Dulce | CALTRANS |
| FUNG, Rico | Cement Association of Canada |
| GHARAIBEH, Nasir | Texas A&M University |
| GROVE, Jim | Federal Highway Administration |
| HILLER, Jake | Michigan Technological University |
| KAZMIEROWSKI, Tom | Ministry of Transportation, Ontario |
| KHAZANOVICH, Lev | University of Minnesota |
| KOHLER, Erwin | Dynatest |
| LARSON, Roger | Applied Pavement Technology |
| LEE, Ying-Haur | Tamkang University, TAIWAN |
| MALLELA, Jag | ARA |
| MEININGER, Richard | Federal Highway Administration-TFHRC |
| MOAVERI, Maziar | University of Illinois |
| RAO, Shree (guest) | ARA |
| RODDEN, Robert | American Concrete Pavement Association |
| ROESLER, Jeff | University of Illinois |
| ROSS, Matt | Penhall |
| SCHENK, Chris (guest) | Jarden |
| SCHMITT, Roger | Global Sustainable Solutions |
| SCHUBERT, Paul | Jarden |
| SMITH, Gordon | Iowa Concrete Paving Association |
| SMITH, Tim | Cement Association of Canada |
| SNYDER, Mark | American Concrete Pavement Association |
| TAYABJI, Shiraz | FUGRO |

| Name | Affiliation |
|-----------------|--|
| TUTUMLUER, Erol | University of Illinois |
| TYSON, Sam | Federal Highway Administration |
| WANG, Qiang | SRA |
| WATHNES, Leif | American Concrete Pavement Association |
| WHITING, Nancy | Purdue University |
| ZOLLINGER, Dan | Texas A&M University |

Appendix B-Summary Budget

| INCOME | 2010 Approved | | 2010 Actual (as of Dec 31) | | 2011 Proposed | |
|---|---------------|-----------------------|----------------------------|----------------------|---------------|-----------------------|
| Dues - Annual Membership | | | | | | |
| Individual | \$ 10,000.00 | | \$ 7,585.00 | | \$ 10,000.00 | |
| Corporate | \$ 14,000.00 | | \$ 8,000.00 | | \$ 14,000.00 | |
| <i>Total Dues - Annual Membership</i> | | \$ 24,000.00 | | \$ 15,585.00 | | \$ 24,000.00 |
| Investment Income | \$ 500.00 | \$ 500.00 | \$ 330.00 | | \$ 500.00 | \$ 500.00 |
| Misc Income | | | \$ 185.00 | | | |
| External Conference Support | | | | | | |
| Government Support | \$ - | | \$ - | | | |
| Industry Support | \$ - | | \$ - | | | |
| <i>Total External Support</i> | | \$ - | | \$ - | | |
| Total Income | | \$ 24,500.00 | | \$ 16,100.00 | | \$ 24,500.00 |
| EXPENSES | 2010 Approved | | 2010 Actual (as of Dec 31) | | 2011 Proposed | |
| Bank Service Charges | \$ 100.00 | | \$ 130.20 | | \$ 100.00 | |
| Credit Card Service Fees | \$ 700.00 | | \$ 215.10 | | \$ 700.00 | |
| <i>Bank Service Charges - TOTAL</i> | | \$ 800.00 | | \$ 345.30 | | \$ 800.00 |
| Insurance | | | | | | |
| Liability Insurance | \$ 350.00 | | \$ 350.00 | | \$ 350.00 | |
| International Travel Liability | \$ 2,500.00 | | \$ 2,500.00 | | \$ 2,500.00 | |
| Director and Office Insurance | \$ 1,400.00 | | \$ 1,400.00 | | \$ 1,400.00 | |
| <i>Insurance - TOTAL</i> | | \$ 4,250.00 | | \$ 4,250.00 | | \$ 4,250.00 |
| Office Supplies/Services and Equipment | | | | | | |
| General Office Supplies | \$ 600.00 | | \$ 21.70 | | \$ 500.00 | |
| Printing: Member Cards, Etc. | \$ 100.00 | | \$ - | | \$ - | |
| Postage and Delivery Charges | \$ 500.00 | | \$ 193.20 | | \$ 500.00 | |
| General Office Services (Mailing-related) | \$ - | | \$ - | | \$ - | |
| Office Equipment | \$ 200.00 | | \$ - | | \$ - | |
| Software | \$ 200.00 | | \$ 200.00 | | \$ 200.00 | |
| <i>Office Supplies/Services and Equipment - TOTAL</i> | | \$ 1,600.00 | | \$ 414.90 | | \$ 1,200.00 |
| Tech Transfer Initiative Support | \$ 5,000.00 | | | | \$ 5,000.00 | |
| | | \$ 5,000.00 | | | | \$ 5,000.00 |
| Website Expenses | | | | | | |
| Hosting | \$ 150.00 | | \$ 95.40 | | \$ 150.00 | |
| Content Updates | \$ - | | \$ 49.95 | | \$ - | |
| <i>Website Expenses - TOTAL</i> | | \$ 150.00 | | \$ 145.35 | | \$ 150.00 |
| Utilities | | | | | | |
| Teleconferencing Fees | \$ 500.00 | \$ - | \$ 549.80 | | \$ 750.00 | |
| <i>Utilities - TOTAL</i> | | \$ 500.00 | | \$ 549.80 | | \$ 750.00 |
| 10th Int'l Conference Expenses | | | | | | |
| Site Visits | \$ 1,250.00 | | | | \$ 1,250.00 | |
| Event Management | | | | | | |
| General Expenses | \$ 7,500.00 | | \$ 1,937.34 | | \$ 10,000.00 | |
| <i>10th Int'l Conference Expenses - TOTAL</i> | | \$ 8,750.00 | | \$ 1,937.34 | | \$ 11,250.00 |
| Services | | | | | | |
| Newsletter (Amy Dean) | | | \$ 2,568.00 | | \$ 12,000.00 | |
| Administrative (Laura Taylor) | \$ 20,000.00 | | \$ 658.00 | | \$ 8,000.00 | |
| Accounting Services | \$ 2,000.00 | | | | \$ 2,000.00 | |
| Professional Fees | | | | | | |
| <i>Contractor's - TOTAL</i> | | \$ 22,000.00 | | \$ 3,226.00 | | \$ 22,000.00 |
| International Activity Support | | | | | | |
| Other | \$ 3,000.00 | | \$ 100.00 | | \$ 3,000.00 | |
| <i>International Activity Support - TOTAL</i> | | \$ 3,000.00 | | \$ 100.00 | | \$ 3,000.00 |
| Meeting Expenses | | | | | | |
| Annual January Meeting | \$ 1,000.00 | | \$ 1,268.87 | | \$ 1,500.00 | |
| Other Meeting Expenses | | | \$ 929.70 | | \$ 1,000.00 | |
| <i>Meeting Expenses - TOTAL</i> | | \$ 1,000.00 | | \$ 2,198.57 | | \$ 2,500.00 |
| Travel Expenses | | | | | | |
| Board Travel Subsidy & Reimbursement | \$ 15,000.00 | | \$ 3,750.00 | | \$ 13,500.00 | |
| <i>Travel Expenses - TOTAL</i> | | \$ 15,000.00 | | \$ 3,750.00 | | \$ 13,500.00 |
| Miscellaneous | \$ 500.00 | | \$ 645.77 | | \$ 500.00 | |
| | | \$ 500.00 | | \$ 645.77 | | \$ 500.00 |
| TOTAL EXPENSES | | \$ 62,550.00 | | \$ 17,563.03 | | \$ 64,900.00 |
| NET INCOME | | \$ (38,050.00) | | \$ (1,463.03) | | \$ (40,400.00) |