

Board Meeting 08/07/2025

7 August 2025 / 12:00PM / Teams

ATTENDEES

Lindi Miller (HNTB), **Katie Story-Hogue (AFCO)**, **Suzanne Peyton (LIT)**, Amanda Furr, **Kristen Spickard (Garver)**, **Jessica Halbrook (Garver)**, **Julia Phillips (BGE)**, **Jill Marchese (Darragh)**, **Claire Schoppe (McClelland)**, **Katie Rutledge (McClelland)**, Keli Wylie (ARDOT), **Srishti Bhutani (Michael Baker)**, Laura Long (LIT), **A'Ja Rolfe (LIT)**, **Sydney Dozier (Metroplan)**, **Shibani Lal (ARDOT)**, **Jazmine L. Kumpe (ARDOT)**, Erika Simple (ARDOT), **Cari J. Brady (Garver)**

Present attendees in BOLD

AGENDA

Approval of Minutes

- July Board Meeting Minutes **APPROVED** as written: Katie motioned to approve, Claire 2nd

Intro: Shibani Lal (ARDOT), Cari J. Brady (Garver)

Old Business

Action Items:

1. Partnership Structure
 - a. Julia sent out a follow-up email to the board with the current membership/partnership numbers. We should make sure that we communicate in the materials addressed to partners that the chapter is funded by partnerships.
2. Member Meetup on 8/14
 - a. Katie S. to order food and prepare a ppt to present at the event.
3. Board Retreat on 11/14 – Calendar invite sent out by Katie S.
 - a. Prior to the retreat, Katie R. suggested reaching out to various organizations and seeing what events they would like to potentially partner on.
 - b. Potential collab opportunities: NWA ASCE, Joint Engineers Lunch with ASPE, Asphalt Association, Right of Way Association, Career Fairs and Chili Contest at UALR.
 - c. The board will plan for the events in 2026 during the retreat.

4. Develop difference in Gala sponsorship levels and Chapter Partnership levels and add Public Agency partnership options
5. 2025 NWA Committee
 - a. Reviewed Julia's poll, several volunteers available for event actions, really need Finance option in NWA.
 - b. Katie S. to send google form stuff on job descriptions to Julia.
6. Updated Chapter By-Laws
 - a. Alexa (WTS-I) provided her comments on our draft updated chapter bylaws. Alison (WTS-I) provided the sample 'bylaws' template which is typically followed.
 - b. Srishti, Suzanne and Lindi to work out a meeting date to discuss Alexa's comments and if we want to modify our draft.
7. 2025 Budget Approval
 - a. Voted to approve Working Budget and table till Gala expenses are confirmed.
 - b. Other activities to be supported need to be discussed.
 - c. Jessica needs access or info from Eventbrite, working with Kristen on this.
8. Gala Award selection criteria development
 - a. North Carolina chapter uses rubric and general board discussion.
 - b. Needs to be flexible with criteria and awarded on consensus.
 - c. Need general guidelines.
 - d. Consider nominations from members on Member of the Year and Employer of the Year.

Old Business:

- **Quarterly Calls:** The 2025 Quarterly Chapter Leadership Call schedule and Zoom meeting links are now available in MyWTS Communities. [View the 2025 Quarterly Call Schedule](#)

New Business

- Q2 Quarterly Chapter Report submitted on 07/17.

Committee Chair Reports

Membership/Partnership – Julia, Claire, Lindi, Jessica

- Current Membership & Partnership Numbers (Discussed during the Partner Meetup on 07/23):

Agency/Firm	Members	Central	NWA	NE	SW	Central %	NWA %	NE%	SW%	Offices	Central Mem	NWA Mem	Total
ARDOT	8	7	1			88%	13%			Both	\$ 240.00	\$ 60.00	\$ 300.00
BGE	4	0	4			0%	100%			Both	\$ -	\$ 135.00	\$ 135.00
Burns & McDonnell	2	0	2			0%	100%			NWA	\$ -	\$ 132.00	\$ 132.00
CEI Engineering	2	0	2			0%	100%			NWA	\$ -	\$ 132.00	\$ 132.00
City of Little Rock	3	3	0			100%	0%			Central	\$ 117.00	\$ -	\$ 117.00
Clinton National Airport	5	5	0			100%	0%			Central	\$ 195.00	\$ -	\$ 195.00
Darragh Contractor Supply	1	1	0			100%	0%			Central	\$ 105.00	\$ -	\$ 105.00
Garver, USA	15	13	2			87%	13%			Both	\$ 934.50	\$ 132.00	\$1,066.50
Harbor Environmental and Safety Inc.	1	1	0			100%	0%			Central	\$ 112.50	\$ -	\$ 112.50
HNTB Corporation	2	2	0			100%	0%			Central	\$ 120.00	\$ -	\$ 120.00
Jacobs	1	1	0			100%	0%			Both	\$ 66.00	\$ -	\$ 66.00
Kimley-Horn & Associates	1	0	1			0%	100%			NWA	\$ -	\$ 66.00	\$ 66.00
McClelland Consulting Engineers	3	2	1			67%	33%			Both	\$ 82.50	\$ 22.50	\$ 105.00
Metroplan	3	3	0			100%	0%			Central	\$ 117.00	\$ -	\$ 117.00
Michael Baker International	8	8	0			100%	0%			Both	\$ 505.50	\$ -	\$ 505.50
Nabholz	1	1	0			100%	0%			Both	\$ -	\$ -	\$ -
Neel-Schaffer, Inc.	1	1	0			100%	0%			Central	\$ 112.50	\$ -	\$ 112.50
O.R. Colan Associates	2	2	0			100%	0%			Central	\$ 165.00	\$ -	\$ 165.00
Ouachita Baptist	1				1	0%	0%		100.0%		\$ -	\$ -	\$ -
Terracon Consultants, Inc.	1			1		0%	0%	100.0%		Both	\$ -	\$ -	\$ -
U of A Fayetteville	1	0	1			0%	100%				\$ -	\$ -	\$ -
Volkert	1	1	0			100%	0%			Central	\$ 22.50	\$ -	\$ 22.50
WWAFCO Steel	1	1	0			100%	0%			Central	\$ 66.00	\$ -	\$ 66.00
Unknown	4	3	1			75%	25%				\$ 120.00	\$ -	\$ 120.00
Total	72	55	15	1	1	76%	21%	1.4%	1.4%		\$ 3,081.00	\$ 679.50	\$3,760.50
Partner data	37	29	8	2	2	78%	22%	5.4%	5.4%		81.9%	18.1%	
51% Members who are associated with Partners													
		Offices	Partnership	Gala	Total	Central	NWA						
Burns & McDonnell		NWA	\$ 2,500.00	\$ 5,000.00	\$ 7,500.00		\$ 7,500.00						
Garver		Both	\$ 2,500.00	\$ 15,000.00	\$ 17,500.00	\$ 15,166.67	\$ 2,333.33						
Halff Associates, Inc.		Both	\$ 2,500.00	\$ 5,000.00	\$ 7,500.00	\$ 5,625.00	\$ 1,875.00						
HNTB		Central	\$ 2,500.00	\$ 10,000.00	\$ 12,500.00	\$ 12,500.00	\$ -						
Kiewit Corporation		Central	\$ 2,500.00	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$ -						
Lion Oil / Delek		Central	\$ 2,500.00		\$ 2,500.00	\$ 2,500.00	\$ -						
Michael Baker International		Both	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00						
Ergon Asphalt & Emulsions, Inc.		Central	\$ 1,750.00		\$ 1,750.00	\$ 1,750.00	\$ -						
RedStone Construction Group, Inc.		Central	\$ 1,750.00		\$ 1,750.00	\$ 1,750.00	\$ -						
Volkert		Central	\$ 1,750.00	\$ 1,000.00	\$ 2,750.00	\$ 2,750.00	\$ -						
BGE, Inc.		Both	\$ 2,500.00	\$ 7,500.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00						
Harbor		Central	\$ 500.00	\$ 7,500.00	\$ 8,000.00	\$ 8,000.00	\$ -						
Metroplan		Central	\$ 500.00		\$ 500.00	\$ 500.00	\$ -						
Rock Region METRO		Central	\$ 500.00		\$ 500.00	\$ 500.00	\$ -						
APAC		NWA	\$ 1,000.00	\$ 7,500.00	\$ 8,500.00		\$ 8,500.00						
Olsson		Both	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00		\$ 2,000.00						
W&W/AFCO Steel		Central	\$ 1,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ -						
McClelland		Both		\$ 2,500.00	\$ 2,500.00	\$ 1,666.67	\$ 833.33						
Weaver-Bailey				\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -						
			\$ 29,750.00	\$ 77,000.00	\$ 106,750.00	\$ 76,208.33	\$30,541.67						
Central	10					71.4%	28.6%						
NWA	2												
Both	5												

Summary-

General membership stats:

- ✓ 8 Partners have no members
- ✓ 14 agencies/firms have members but are not Partners
- ✓ 51% of total members are associated with Partners.

NWA-specific stats:

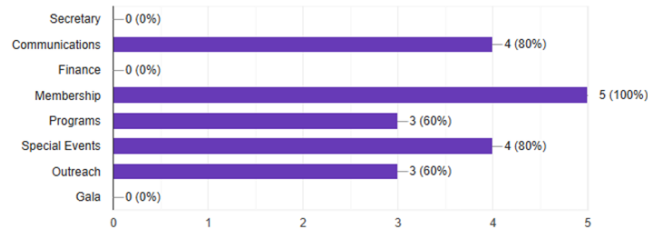
- ✓ 21% of all members are in NWA (15 members)
- ✓ 22% of members who are associated with Partners are in NWA
- ✓ 2 Partners office only in NWA
- ✓ 5 Partners have offices in Central and NWA
- ✓ 2 Partners have 100% of their members in NWA (Burns & Mc, BGE)
- ✓ 1 Partner is split 87% Central/13% NWA (Garver)
- ✓ 5 total firms/agencies have 100% of members in NWA
- ✓ 3 total firms/agencies have members in Central & NWA (ARDOT is on this list but only b/c someone from BGE is now at ARDOT in NWA)

- NWA volunteer poll was sent by Julia

Which roles should we have for NWA Committee? These members would work with the corresponding Board Member. Select as many as you think we need.

[Copy chart](#)

5 responses



- Report Out. Members in grace period (or already past it) should be reminded to renew their membership.

WTS-Arkansas Chapter Membership Report				
Run Date:	8/7/2025			
Total Current Members:	76 (17 in grace period)			
Public Sector:	19	76		
Private Sector:	48			
Student:	9	2 - UALR	4 - UA FAY	1- ?
Central Arkansas:	60	76		
Northwest Arkansas:	15	N of IH40, W of AR7, NWA MSA, Fort Smith MSA, Russellville MSA, Harrison MSA		
Northeast Arkansas:	1			
Southwest Arkansas:				
Southeast Arkansas:				
Other Location:				

Finance – Jessica

- 990 form (extension received) to be signed and submitted to IRS in October 2025. A quick revision is needed from the accountant. Suzanne will sign the form (for our internal records).
- Partnership invoices (except Neil Schaffer) have been sent out. Need some information before sending out the invoice to Neil Schaffer. Balance at \$43,275 (an additional 6 to be deposited shortly).
- The board agreed that moving forward, we would need to be cautious for the planning of the upcoming gala and not commit to too many deposits.

Communications – Kristen

- Kristen/Lindi working on to get the new volunteers up to speed with communications.
- 17 registered for the member meet up on 08/14.

- Sharepoint folder created for storing agendas and minutes of 2025 Board meetings. Link: [2025 Board Meetings-Agendas & Minutes](#)
- Permissions needed from the past and current scholarship recipients to post their photos on the website.
- Partnership packet – Email to be sent out to partners 5 weeks before the partner event.
- Outreach email to be sent to potential partners.

Programs – Katie R.

- Katie R. would like to switch from Eventbrite to Humanitix. Everyone is good with the switch.
Humanitix – 3.9% of total sales + \$1.29 per paid ticket.
Eventbrite – 14% of total sales + 3% processing fee.
- September 25th program – Drew Moffitt might not be able to speak. Maneesh and co. for the city of Little Rock to likely fill in.
- November 13th program – Bryan Day about Port of Little Rock. More about him – His ppt with ASCE was good and about 30-35 minutes long with questions afterwards. The speech was verbal, could request him to add photos this time.
- Everyone is encouraged to share ideas for the programs next year.

Outreach – Katie S./Srishti

- Katie S. prepared an agenda (with small overview/chapter updates) for the meetup on 08/14.
- Katie S. to order food and needs help with picking up the order.

Special Events – Jill

- 10/16 WTS Afterhours/AGC joint venture: Happy hour scheduled from 5 pm to 7 pm on 10/16.
- Investment is \$25 per person. If we guarantee 30 people, we will pay \$750 + gratuity for 3 people as a minimum. If \$750 gets exceeded, we pay the greater amount. Investment from WTS will likely be \$1000 or more.
- AGC decided to promote this event as a mixer with WTS.
- Drink tickets to be provided from Sterling Market.
- Food shall be ordered from the menu and the bill is to be split equally between AGC and WTS.
- Parking lot of Darragh could be used for overflow parking.
 - AGC-NWA every 3rd Tuesday

Scholarships – Lindi

- Scholarship awardees– Past years and current year,

WTS Arkansas Chapter-Advancing Women in Transportation Scholarship Endowment			
Scholarships Given:		\$	6,000.00
Year	Scholarship	Recipient	Amount
2023	Keli Wylie	Cheyenne Smock	\$ 1,000.00
2024	Keli Wylie	Bethanie Gourley	\$ 1,000.00
2024	WTS	Madeline Thompson	\$ 1,000.00
2025	Keli Wylie	Claire Swinney	\$ 1,500.00
2025	WTS	Karla Diaz-Corro	\$ 1,500.00

- Eligibility requirements to be updated.
- We should ask all the non-members among the past scholarship recipients to become members.

Gala -Temp: Lindi

- GALA Photo Booth info
 - <https://boothpics.com/GB93>
 - PW: wtsgala25

GENERAL DISCUSSION

- Open for discussion

2025 EVENT CALENDAR

- Dates established:
 - Board Meeting 1st Thursday, starting January 9
 - ✓ GALA January 30
 - ✓ NWA/ASCE – March 18 Lunch Program
 - ✓ 3/13 Lunch Program
 - ✓ 4/17 WTS After hours/ASPE
 - ✓ 5/7-9 Annual Conference
 - ✓ 5/21 Members Meetup
 - ✓ 6/12 Lunch Program
 - ✓ 7/23 Partner President Breakfast
 - ✓ 8/14 Member Meetup
 - 9/25 Lunch Program
 - 10/16 WTS Afterhours/AGC joint venture
 - 11/13 Lunch Program
 - 11/14 Board Retreat
 - NWA Event TBD – Q3

2025 GOALS

- NWA Engagement
- Public Sector/Agency Engagement
- Develop Board Member Succession
- Increase Chapter Membership
- Increase Partnerships

ACTION ITEMS:

1. Partnership Structure
 - a. We will make sure to communicate in the materials addressed to partners that the chapter is funded by partnerships.
2. Board Retreat on 11/14 – Calendar invite sent out by Katie S.
 - a. Prior to the retreat, Katie R. suggested reaching out to various organizations and seeing what events they would like to potentially partner on.
 - b. Potential collab opportunities: NWA ASCE, Joint Engineers Lunch with ASPE, Asphalt Association, Right of Way Association, Career Fairs and Chili Contest at UALR.
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 - a. Katie S. to send google form stuff on job descriptions to Julia.
4. Updated Chapter By-Laws
 - a. Srishti, Suzanne and Lindi to work out a meeting date to discuss Alexa's comments and if we want to modify our draft.

Meeting adjourned at 12:52 PM Motion: Claire, 2nd: Katie S.

NEXT MEETING -SEPTEMBER 4, 2025