

Board Meeting 09/04/2025

4 September 2025 / 12:04 PM / 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

- August Board Meeting Minutes **APPROVED** as written: Suzanne motioned to approve, Katie S. 2nd

Old Business

Action Items:

1. September 25th Lunch Program is LIVE
 - a. No major issues with Humanitix so far. Currently, there are some minor user profile issues on the hosting end which Katie R. is working through. Others are also requested to let her know if they face any problem on the platform.
 - b. Board members are encouraged to buy tickets by 16th Sept. Invitation email will be out later today.
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.
 - c. We can discuss who is planning to stay on the 2026-2028 board.
3. Develop difference in Gala sponsorship levels and Chapter Partnership levels and add Public Agency partnership options
 - a. Gala planning – tentative dates: Feb 5th/Feb 19th, 2026

4. 2025 NWA Committee
 - a. Julia worked on a draft of job descriptions of committee chair positions and will be circulating it shortly for edits. List with descriptions to be shared with Suzanne/Lindi.
 - b. Suzanne suggested selecting and inviting people for committee/sub-committee roles. Whoever is interested in becoming a board member should be encouraged to shadow the existing chair.
5. 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 are to meet on Sept 5th, at 9 am to discuss the comments from WTS-I. Srishti will share the edited draft with Lindi for her review if she is unavailable to attend the meeting on Sept 5th.
6. 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.
7. 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](#)

Committee Chair Reports

Membership/Partnership - Julia/Claire

- Report out.

WTS-Arkansas Chapter Membership Report

Run Date:	9/4/2025
Total Current Members:	79 (incl. 10 in grace period)
Public Sector:	19
Private Sector:	49
Student:	10

- 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 signed and submitted to IRS. Records will be available for the next quarterly chapter report.
- 8 Outstanding partnership invoices, to be sent out mid-September.
- Need to account for additional money for NWA programs in the next budget.

Communications – Kristen

- September 25th Lunch Program – Social post/email to be out later today.
- Kristen is working on gala cleaning stuff (venue) and onboarding new members.
- 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.

- September 25th program
 - Panelists are Maneesh with City of Little Rock, Matt with Pulaski County and David with North Little Rock. MBI to host the NWA livestream component and provide lunch.
 - Trying out Humanitix instead of Eventbrite.
 - Partner emails have been sent out (including our new partner Neil Schaffer).
- 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. Katie R. will share some ideas for next year in the November retreat.

Outreach – Katie S.

- Board retreat scheduled for 11/14.
 - Tentative Venue: AFCO office, can get lunch/snacks for people in attendance.
 - Katie S. has started the agenda and will be sending it out shortly. Lindi is working on the board ppt.

Special Events – Jill

- Report out.
- One sponsor added.
- Info on promo piece for the last networking happy hour with AGC available with Kristen. Once it has been reviewed, we will try to promote it well in advance and set it up on the new platform for registration.
- Food shall be ordered from the menu (not catered), and the bill is to be split equally between AGC and WTS.
- Sterling market menus shared.
- Jill needs at least one volunteer to help her pick the menu out. Claire has volunteered to help.
- 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.
- Parking lot in 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
<u>Year</u>	<u>Scholarship</u>	<u>Recipient</u>	<u>Amount</u>
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.
Jazmine shared information about an upcoming ARDOT event - Breaking Ground at the Memorial Site'.
Julia to help Byron Lawrence with membership registration on WTS-I website.

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

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Meeting adjourned at 12:38 PM Motion: Katie R., 2nd: Julia/Suzanne

NEXT MEETING -OCTOBER 2, 2025

