

Board Meeting 02/06/2025

6 February 2025 / 12:01PM / Teams

ATTENDEES

Lindi Miller (HNTB), **Katie Story-Hogue (AFCO)**, **Suzanne Peyton (LIT)**, **Amanda Furr (Michael Baker)**, Kristen Spickard (Garver), **Jessica Halbrook (Garver)**, **Julia Phillips (BGE)**, **Jill Marchese(Darragh)**, **Claire Schoppe (McClelland)**, Katie Rutledge(Halff), Keli Wylie(ARDOT), **Srishti Bhuntani(Michael Baker)**

*Present attendees in **BOLD***

AGENDA

Approval of Minutes

- January Board Minutes **APPROVED** as written: Jessica motioned to approve, Suzanne 2nd



20250109_WTS
AR-Board Meeting Mi

Old Business

Action Items:

- Develop difference in Gala sponsorship levels and Chapter Partnership levels and add Public Agency partnership options
 - Discussion: smallest Gala sponsorship = \$1K
 - Simplify to 4 levels with Gala add-ons
 - Large donor X3
 - Mid Range donor at \$7500
 - Low Range donor at \$3500
 - Agency donor at \$750
 - Current total sponsorship income = \$109K with the need to target \$130K for sustainability and maintenance of \$50K to endowment
 - Need to add 2-4 NWA partnerships
- 2025 NWA Committee
 - Poll has been sent out
 - Sydney interested, Laura interested, and Bernadette interested
- Submit revised By-Laws to WTS-I
 - HOLD until WTS-I responds with contact for review

4. 2025 Budget Approval

- a. Gala budget confirmations needed
- b. Annual Conference budget for 2024 included 2 for travel & registration and 3 for registration at \$5700
- c. Considerations for partnership payment timing



2025 WTS
Budget.pdf

**VOTE to approve working budget as presented and table till
Gala expenses are confirmed**

Approved: Julia motioned and Katie S 2nd

5. Gala Award selection criteria development

- a. Employer of the Year criteria needed to allow for clearly defined voting and selection Year over year
- b. Create quantitative selection matrix for next Gala
- c. Julia and Jessica to ask other chapters how they are determining Employer of the Year and present options

Old Business:

- Previously discussed Budget

New Business

- Amanda to send email with WTS-I Quarterly meetings to Board
- Continued poor performance of membership joining/renewal website
 - New membership contact for WTS-I is beginning to respond to emails
- Request that Suzanne contact Teracon/Leslie Davis and McClelland for full partnership status
- Suzanne to assist with March Program

Committee Chair Reports

Membership - Julia & Claire

- No report, Julia and Claire lost access when latest Roster report was uploaded, Amanda to submit new roster report to correct

Finance - Jessica

- Need all partner companies to have 2nd POC on spreadsheet
 - https://garverengineers.sharepoint.com/:x:/r/sites/WTSArkansas/_layouts/15/Doc.aspx?sourcedoc=%7BAEB8B092-8D95-4B29-80F6-76427550BB5F%7D&file=WTS-AR%20Partners.xlsx&action=default&mobileredirect=true
- P&L and Budget sent out via email and previously discussed
 - Gala:
 - \$77K sponsorship
 - \$1500 Heads or Tails game
 - \$65K Cocktail and Event tickets sales

- Partners need payment deadlines moving forward

Communications - Kristen

- No report
 - Need social for Scholarship applications
 - New newsletter in the works

Programs - Katie R.

- NWA-February 21 11:30am-1:00pm WTS/ASCE joint lunch program at United Healthcare Building
 - Julia to coordinate Zoom info
 - Questions about lunch: who provides and who pays
 - Possible pay for streaming link in the future

Outreach - Katie S.

- ASCE/UALR concrete canoe April 4-5: sign up link for WTS volunteers will be sent out in next newsletter
- ARDOT Women in STEM - April 11 in Hot Springs for \$1000
- May Member Meetup planning to be at ARDOT

Special Events - Jill

- ASPE/WTS event 4/17 @ Aloft
 - Payment to be handled by Jessica and Mary Fair
- AGC has October dates TBD possibly at Sterling Market looking for cost sharing and date availability
 - AGC-NWA every 3rd Tuesday

Scholarships - Lindi/Amanda

- Met with winners, requested Bios and short speech info
- Planning next round of scholarships for 2 at \$1500 each

| WTS Arkansas Chapter-Advancing Women in Transportation Scholarship Endowment | | | |
|--|-------------|-------------------|------------|
| Scholarships Given: | | \$ | 3,000.00 |
| | | | |
| 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 |

- Scholarship website is live Feb 1-April 1: application portal (<https://www.grantinterface.com/Home/Logon?urlkey=arcf>)



Scholarship Application Form for /



Scoring Criteria.docx

- Scoring Committee volunteers: Claire, Julia, Katie S., Srishti, Amanda

- Stay with same procedure as last year, scoring to happen first 2 weeks in April

Gala -Temp: Lindi

- GALA feedback and discussion
- Lindi to send out survey
 - Parking distance
 - Lighting
 - Too much glassware on the tables
 - Dinner was late
 - Improve SWAG bag distribution
 - Dealing with dishes and silverware-maybe not using Eventology if same venue is used next year
 - Generally positive about venue

2025 EVENT CALENDAR

- Dates established:
 - Board Meeting 1st Thursday, starting January 9
 - ✓ GALA January 30
 - NWA/ASCE – February 21 Lunch Program
 - 3/13 Lunch Program
 - 4/17 WTS After hours/ASPE
 - 5/7-10 Annual Conference
 - 5/15 Members Meetup
 - 6/12 Lunch Program
 - 7/17 Partner President Pancake
 - 8/14 Member Meetup
 - 9/25 Lunch Program
 - 10/16 WTS Afterhours/AGC joint venture
 - 11/13 Lunch Program
 - NWA Event TBD – Q3

2025 GOALS

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

ACTION ITEMS

1. Develop difference in Gala sponsorship levels and Chapter Partnership levels and add Public Agency partnership options
 - a. Revise per comments recieved
2. 2025 NWA Committee
 - a. Poll sent out
3. Submit revised By-Laws to WTS-I
 - a. HOLD until WTS-I responds with contact for review
4. 2025 Budget Approval
 - a. Tabled as working budget as presented pending Gala expenses
5. Gala Award selection criteria development
 - a. Exploring other chapter processes

Meeting adjourned at 01:18 PM Motion: Jessica, 2nd: Katie S.

NEXT MEETING -MARCH 6, 2025