

**Minutes of the Executive Committee Meeting
of the DRBF Executive Board of Directors
February 18, 2011**

A meeting of the Executive Committee of the DRBF Executive Board of Directors was held by conference call on February 18, 2011 with the following participants: Romano Allione, Jack Norton and Roger Brown. Steve Fox and Ann McGough participated by invitation.

Finance & Administration

Administrative Manager Steve Fox said there is little to report in January/February. He noted that some heavy bills hit in January, but this is already turning around in February, as income has come in from workshop payments and conference registrations. He said sponsorship invoices also went out recently for Vienna and Sao Paulo.

Steve reported that membership continues to go well, with a current total of 404. He said income from memberships is higher than this time last year because of funds coming from sponsorships, which is now split between the membership account and the conference account as recommended by the accountant. Overall renewal figures are up slightly. Steve also noted conferences and workshops spike new members so he expects to see some activity in the months ahead.

International Conference

Ann McGough said most of the details are in place for the International Conference, with just a few to be finalized. She said there are a few open slots on the agenda, but invitations have been issued and the committee is just waiting for confirmations. She said registration is open, and so far 11 delegates have signed up.

Romano Allione suggested that one of the reminder emails should emphasize the option tours available through the local tour agency. He noted it could be a motivator for those considering the conference, and one would be unlikely to travel such a long distance and not take advantage of additional sightseeing.

Annual Meeting

Roger Brown said that he did not have an update at this time from the conference chair. He said there have been some discussions about the overall theme, and the hotel is confirmed.

It was noted that Jim Brady did an exceptional job securing sponsors last year. Ann suggested that she and Steve confer to identify the list of sponsors and contact details. A draft letter will be prepared over Jack Norton's signature, thanking past sponsors for their support and asking them to support again this year. Follow up calls will be split among various committee and Board members. Romano agreed to contact Impegilo, CMC di Ravenna, and Astaldi.

Region 1 Outreach & Training Update

Roger reported that there has been strong activity with the highway departments. West Virginia DOH has just completed a successful workshop, and already indicated they would like to host

another one. Wisconsin DOT has asked for training in March, which would be co-sponsored by their local AGC. Steve confirmed that a final proposal was sent to them the day before. The Highway Subcommittee is planning a trip to Phoenix to meet with their DOT soon.

Roger said that the Energy Subcommittee is not pursuing all energy projects, but is following up with the Areva project which they have been working on.

Jack Norton asked about the possibility of having a FIDIC workshop in Miami, as many Florida members might be interested in serving on DRBs in Latin America. Romano suggested Dick Appuhn might be able to organize such a workshop, as he is a FIDIC trainer, as are several other DRBF members.

Roger reported that he is working with Lori on the database, noting he had just received an email with some input from Joe Sperry. Roger said he is going to ask anyone who provided information on 10 or more projects to review the data to make sure it is right. The next step will be to publish the database on the DRBF website, and then to create the graphs and charts that will make the data useful for outreach purposes.

Website & Forum

Ann McGough submitted a proposal for creating a DRBF presence on social media websites such as Wikipedia, Facebook, and LinkedIn. The Board agreed that she should move forward with the project. She noted that she will work with the Publications Committee to finalize the content to be submitted for Wikipedia, and she will handle submitting the approved content. In addition, she will create a DRBF company page on Facebook and a Network on LinkedIn, and she will have Jack Norton and other Board members (such as Roger Brown and Nicholas Gould) review the results before promoting.

The next meeting will be by conference call on Friday, March 18, 2011 at 12:00 EST.

Meeting Minutes submitted by Bill Baker and Ann McGough.