

Minutes of the Executive Committee Meeting of the DRBF Executive Board of Directors

July 17, 2009

A meeting of the Executive Committee of the DRBF Executive Board of Directors was held by conference call on July 17, 2009 with the following participants: Romano Allione, Bill Baker, Jim Brady, Jim Donaldson, and Jack Norton. Kerry Lawrence and Ann McGough participated by invitation.

Bylaws & Regions

Prior to the call, Romano Allione submitted some comments about the latest version of the revised bylaws. There was some discussion of his suggestions, and the Board decided to leave the nominating committee wording as is and to change the intro wording according to Romano's suggestion. The Board agreed to submit the revised bylaws to the membership for approval.

Kerry Lawrence suggested Nick Gould and/or Jim Perry would be good people to get involved in the effort to open a Region 2 office. He said that Gwyn Owen has raised some concern about opening an office in the UK because their charitable contribution laws are tough, requiring lots of reporting. The Board discussed the Belgium proposal made at the May meeting. Romano expressed some concern about its viability, but noted that Volker had volunteered to look into it more fully but he may have gotten too busy recently. Romano agreed to contact Volker and Nick Gould and get the conversation moving forward again, possibly with a conference call which would include Gwyn Owen. Romano said he thinks there may be a belief that Region 2 doesn't need to have the issue resolved until May, and Ann noted that setting up a merchant's account is of some urgency, as there continues to be frustration at having to charge US dollars for conferences and events that occur in Europe.

Annual Meeting & Conference

Romano suggested inviting the parties from the Panama job to the Annual Meeting and Conference in Houston, and it was agreed that this would be done over Jim Brady's signature.

Sponsorships for the Annual Meeting are coming in, and Jim Brady reported he has two more expected to come in the beginning of next week. The issue of deadlines for sponsors was discussed, and Ann said anyone who doesn't get their advertisement in on time will be offered a larger one in the November issue of the *Forum*.

The Al Mathews Award selection is on-going, and Jim noted there may be a winner from each region this year.

Marketing

Jim Donaldson said that a budget of \$15,000 has been set up for the marketing/outreach effort. There was some discussion of accountability, with a suggestion raised that region presidents should supervise any large expenditures. Jim Donaldson agreed to send out a broad outline about expenditures for the Board's approval.

Kerry said he would like to have the promotional PowerPoint presentation broken down into a 10, 20 and 30 minute version, and agreed to make the necessary edits. He asked Ann to send a DRBF branded template as previously discussed.

There was an ENR article distributed to the Board prior to the call, and Ann said she had talked with Jack Woolf and Blase Reardon about drafting a letter to the editor but noted she wanted to confirm if the article was editorial or advertorial. Bill Baker had a copy of the issue and confirmed it was advertising. The Board agreed that there would still be value in pursuing the editorial staff about the evolution of the DRB process, but not in the form of a letter to the editor responding to the article/ad.

Budget Report

The monthly budget report was distributed before the meeting, and Jim Brady noted we are doing a fine job of staying on budget so far this year. It was noted the Northwest Conference made about \$5,000 this year, and the turnout was strongest ever for this event.

It was reported that Caltrans has taken a disappointing turn of events. The DRBF has been working closely with new management at the consulting company Caltrans has contracted with to administer their training program. Despite good progress on resolving numerous challenges, the program is now on hold again. Jim Donaldson said the Caltrans income has been removed from the budget as we no longer expect it to be scheduled this year.

Steve Fox reported that membership is doing well, and the DRBF is on a good pace to increase membership quite a bit this year. It was noted that membership is strong in both regions.

Training

Kerry Lawrence noted that training is on track for Houston. He mentioned a new strategy for the CLE to bring in some people from Nossaman Law Firm to talk in lieu of the local DART representatives, noting there are some mis-perceptions in the market about DART's use of DRBs.

Kerry also reported that San Antonio has recently moved to a policy that no one can serve on a Board unless they have received training, and he is hoping to schedule some additional training in that city.

The next meeting is scheduled for Friday, August 21, 2009 by Skype conference call.

Meeting Minutes submitted by Ann McGough and Bill Baker.