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| Description: Brand_4color.jpg | **Commonwealth of Kentucky**  **Transportation Cabinet** |  |
|  | KEEN | **Date:** 6/28/2011 |
|  | Board Meeting Agenda | **By:** Jennifer McCleve |
| **Attended:** | Steve Farmer, D7  Elizabeth McCullough, D7  George Phelps, D2 (via phone conference)  Brandon Seiter, D6  Casey Smith, D7  Mike West, D11  Jennifer McCleve, CO |  |
| **Invited:** | Michael Black  Nicole Molleson Boden  Jamie Bewley Byrd  Bob Lewis  Miranda Thacker  Mike Lorenz |  |
| **Meeting Topic:** | Board Meeting |  |

**KEEN Statistics:**

*Missing only one district stats, we will proceed with award selections.*

**Handouts:**

*Paper products are printed and ready to distribute at the workshop.*

**Website:**

*Website is revised and will release mid July. Screen shots are attached for review and comment.*

*Contents: Home, Teacher Page, Coordinator page, News and Events Page, and Photo Gallery*

***Board wants to know who can revise and update the events calendar. Assigned to Jennifer***

**Video:**

We have been working towards developing a short KEEN video for posting online. We are working with Ann Gibson (Public Affairs) to achieve this goal. **May have a segment to air at the workshop.**

**KY State Fair:**

*The Sign up sheet is out. Public Affairs needs the list of participants in late July.*

*We will provide it after the Workshop.*

*Public Affairs plans on picking up the arch bridge on 8/15/2011 for the Fair. They will bring it back to Frankfort.*

**Board Members:**

*The board membership tenure of Michael Black, Jeff Dick, and Mike West is up in 2011.*

*Are we interested in opening up board membership to non-engineers with tenure in KEEN? There was some discussion about allowing long standing and active KEEN presenters, PIO, or environmental specialists be on the board.* ***A separate meeting will be held immediately after the workshop to discuss amending the bylaws.***

*Applications have been provided by (and attached for your consideration):*

* + - *Allen Blair, PIO*
    - *Jeff Moore, Technologist*
    - *Casey Smith, EIT*

***An email will soon come out asking for a vote on the applications of Mr. Moore and Mr. Smith, as they are viable candidates for the board as the bylaws are currently written. Majority vote must be secured to approve applications.***

**Workshop: July 12, Central Office 10:30-3:30**

**Committee Reports:**

***Awards*** *(Elizabeth, Brandon, Mike)*

*Awards will soon be decided and the committee will thereafter secure the plaques.*

*Dixie Novelty will produce the plaques and Diana Radcliff will be contacted to create the sign.*

*The invoice for the plaques will be provided to Jennifer.*

*The committee will determine our annual Lifetime Achievement Award and ask Jamie to help secure attendance of the person.*

***Schedule*** *(Jennifer)*

*See attached tentative schedule for consideration. Need an additional presentation for the ‘showcase’*

*Jamie is arranging the KTC presentations.*

***Lunch*** *(Jamie )*

*KTC will purchase lunch.*

*Jamie will update the board on any new information.*

*Lunch will be out of office, locale TBD.*

***Giveaways*** *(Nikki)*

*KATE has approved the purchase of our giveaways*

*Nikki has secured our giveaways (pencils, maze pens, and stencils)*

*Jennifer needs to draft a thank you letter to KATE.*

**Miscellaneous:**

***Business Cards*** *(Elizabeth)*

*Jennifer will look into printing some KEEN business cards in August to provide the districts.*

***KEEN Attire*** *(Elizabeth)*

*Jennifer will work towards having a sign up list for polo shirts and tee shirt orders at the workshop.*