

DRAFT Minutes for the [Second Quarter Meeting](#)
TRIP Board of Directors
Washington, DC – May 15, 2019

If you participated in the meeting and are not listed, please contact TRIP.

Directors Participating: Mss. Fox-Wood, Holling, Reece, and Sines; Messrs. Barton, Beachem, Bednarik, Burgett, Chizmadia, D. Diederich, DiStefano, Dorris, Eisenhour, Grass, Hutchins, Kuennen, Lanham, LaRue, Leonetti, McClelland, McGough, J. Peterson, Slagter, Stoeckel, Wert and Yoch.

Guests: Ms. White and Messrs. Beck, Deery, Noonan, Schneidawind, Snyder and White.

Staff: Mss. Kelly, Onofre and Templeton; Messrs. Moretti and Wilkins.

After calling the meeting to order, Mr. DiStefano asked for self-introductions from [board members](#) and guests present and on the conference line. He then **thanked the [second quarter board meeting sponsors](#)** and said that the [meeting](#) was being held in conjunction with the ARTBA Federal Issues Meeting and TCC Fly-in to lend TRIP's support to the fly-in. He said that the meeting would provide directors with an opportunity to review and discuss current and future TRIP program and fundraising efforts. Mr. DiStefano then asked Mr. Wilkins to read TRIP's antitrust statement. Mr. Wilkins did so and directed the participants to TRIP's full [antitrust statement](#), posted in the board materials.

Mr. DiStefano asked if there was any new business to add to the agenda and, there being none, he asked Mr. Wilkins to read a resolution memorializing recently deceased Chairman Emeritus Norman Walton. ***(Resolution to memorialize the efforts of Norman J. Walton: WHEREAS Norman J. Walton, longtime advocate for The Road Information Program, passed away on February 12, 2019 at the age of 73; and WHEREAS Norm was a champion for the cause of a sound, efficient and safe surface transportation system through his many leadership roles in the highway and transportation construction industry nationally and in his home state of Alabama; and WHEREAS Norm has promoted TRIP at the state and national levels since joining the board of directors in 2001, serving as Chairman of the Board in 2010 and as an active member of the executive committee; and WHEREAS Norm was a truly remarkable individual whose success can be measured by his dedication to family and his many good works over his lifetime; NOW THEREFORE BE IT RESOLVED, by the Board of Directors of The Road Information Program, assembled in Washington, DC, this 15th day of May, 2019 that its members do hereby express their deep sense of loss by the passing of Norman Walton and do hereby convey their heartfelt sympathy and condolences to his entire family.)*** **Mr. DiStefano asked for a motion to approve the resolution. Mr. Lanham so moved, Mr. McClelland seconded and the motion passed unanimously.** Mr. Wilkins noted that the resolution, signed by Chairman DiStefano and affixed with TRIP's corporate seal would be mailed to Norm's wife, Dusty.

Mr. DiStefano asked for a motion to approve director nominee **M. Chad LaRue**, Executive Director, Kentucky Association of Highway Contractors. **Mr. Grass so moved, Mr. Chizmadia seconded and the motion passed unanimously.**

Mr. DiStefano then asked for a motion to approve the [draft minutes](#) of the first quarter board meeting. **Mr. Chizmadia so moved and Mr. D. Diederich seconded. The motion passed unanimously.**

Mr. DiStefano then asked Mr. Wilkins to confirm upcoming board meeting dates and sites. Mr. Wilkins reported that the **third quarter board meeting** would be held in conjunction with the AASHTO-AGC-ARTBA Joint Committee Executive Session at the [Hyatt Regency Savannah, GA](#), with a **Board Meeting, Sunday, September 8 (1:00 to 3:00 p.m. EDT)** and a **co-sponsored reception for TRIP and AASHTO-AGC-ARTBA Joint Committee Executive Session members and guests on Sunday evening, September 8, at a time to be decided.**

For the **fourth quarter board meeting**, Mr. Wilkins said that TRIP would be holding the meeting in conjunction with the AGC Highway & Utilities Contractors Issues Conference at the [Lowes Ventana Canyon Resort, Tucson, AZ](#). Mr. Wilkins said that TRIP's meeting schedule would start with an **Executive Committee Meeting, Tuesday, November 5 (1 to 1:50 MST)** followed by a **Board Meeting, Tuesday, November 5 (2:00 to 4:00 p.m. MST)** and concluding with a **reception for TRIP and AGC Highway & Utilities Contractors Issues attendees and guests on Tuesday, November 5 at a time to be decided.**

Mr. DiStefano then called upon Ms. Templeton to begin the **Secretary/Treasurer's Report**. Ms. Templeton said that TRIP was showing a loss of \$27,000 for four months of operations and that this compares with a gain at this time last year. She explained that this was due, in part, to the fact that this year TRIP is soliciting increases from annual contributors, so the process is taking longer than last year.

She said that during the first quarter meeting TRIP's investment advisor noted that TRIP might have to adjust its investment portfolio to reallocate the Reserve Account to align with TRIP's Investment Policy Statement and reported that TRIP did so in May. Ms. Templeton said a [four month statement](#) of TRIP's investment account in the board materials and that as of May 14 the account balance was \$799,941.

Moving on to [Exhibit A](#), TRIP's four month financial statements, Ms. Templeton stated that the original projection for state contractor chapters was \$525,000 and at the end of four months \$55,000 had been received compared to \$86,125 for the same period last year. Turning to page two, she said \$549,500 is projected in corporate and industry contributions and as of April 30, \$216,500 was received, compared to \$324,475 at four months 2018. She said interest and investment income totaled \$89,479, adding that at four months in 2018 the total was \$942. Ms. Templeton reported that TRIP's total income projection for 2019 is \$1,116,500 and at the end of four months total income was \$360,979, compared to \$411,541 at four months last year. Referring to the five year comparison of income and expenses shown at the bottom of page two, she said

that with income of \$360,979 and expenses of \$388,099 TRIP had a loss of (\$27,120) compared with a gain of \$70,398 for four months 2018.

Moving on to expenses, Ms. Templeton went through page three, which shows expenses for four months 2019 and 2018. After four months of operation, she said expenses were 35 percent of budget.

For page four, TRIP's statement of financial condition, Ms. Templeton reported that TRIP's assets include \$998,526 in cash, including \$820,958 in its investment account and roughly \$180,000 in money market, savings and checking accounts. Ms. Templeton said that TRIP began 2019 with a surplus of \$1,044,181 and that with a four month loss of (\$27,120), TRIP's total net worth was \$1,017,062.

Ms. Templeton concluded the review of TRIP's four month financial statements by referencing page five, a detailed breakdown of expenses, page six, an historical listing of funding sources and page seven, historical reserves since 1973. She said that [Exhibit B](#) showed funding sources by state as of May 13. She said TRIP's yearly independent audit was scheduled for May 21-22.

There being no questions, Ms. Templeton began the [Fundraising/Marketing Report](#) by saying that personalized Chairman's Appeal letters from Mr. DiStefano were being sent to all board members and that in some cases this year's appeal asks for a moderate increase. She added that TRIP last asked for an increase in 2005. Ms. Templeton reported that, to date, TRIP had received \$5,175 in increased contributions from the appeal. She went on to say that since the board meeting materials had been prepared additional contributions were received and the contribution total as of May 15 was \$330,100.

Ms. Templeton then gave an update on the newly formed permanent fundraising committee. She said staff was in the process of reaching out to committee members to schedule phone calls or in person meetings with Mr. Wilkins and/or Ms. Templeton to identify possible TRIP contributor prospects from the various industry market industry segments. Meetings had been held with Ms. Flitcroft and Messrs. Chizmadia, McClelland and McGough so far, she added.

Ms. Templeton said that the map on page two of the report shows that TRIP's original state income projection increased from \$525,000 to \$540,000 with the following additions: AGC of California advancement funds grant increased by \$5,000; Jeff DiStefano reached out to the Long Island Contractors Association and the Construction Industry Council of Westchester and Hudson Valley and was successful in securing \$5,000 pledges from each for 2019). She said the map also indicates where additional board members are needed and she asked directors to contact staff with any candidates.

Updating the board on TRIP's website redesign and digital strategy, Ms. Templeton reported that TRIP's new website launch was delayed because of the site's content heavy nature, adding that a launch is close and the site was under final review. She then walked through a few of the functions of the site and added that the TRIP logo had been updated to align with the new site.

Ms. Templeton then gave updates on how TRIP is being used by industry groups on their social media platforms. In addition to releasing TRIP reports, she said, many states are using social media to extend public education and promotion. State industry groups and state coalitions are fashioning the “must airs” from TRIP’s reports into messages and short videos posted to their social media platforms. She added that national industry groups are doing the same and pointed to the use of TRIP’s fact sheets. See [TRIP Board PowerPoint](#) for visual examples.

Mr. DiStefano next called upon Mr. Wilkins for the [Program Report](#). He referred everyone to the written report and stated that he would briefly talk about TRIP program efforts since the first quarter conference call meeting and report on future efforts in coming weeks and months. Mr. Wilkins stated that, including that day’s release of a report in Illinois, TRIP had released five state reports at 14 news conferences. He stated that staff is currently working on or waiting to release reports in nine additional states. News media coverage to date, he said, includes 200 TV/radio news broadcasts and 100 daily newspaper and internet news site articles with an earned medial value of \$5 million and a potential reach of 21 million people, not including social media. Mr. Wilkins mentioned that just that week, Mr. Moretti was on a Wisconsin public radio show where tolling was discussed and that TRIP continues to supply ASCE with road and bridge data and analysis for its Infrastructure report cards. He then reported on the reports and news coverage that was generated in New Mexico, Alabama, Michigan and Maryland and then proceeded to show a brief video containing examples of the news coverage generated in those states. See [TRIP Board PowerPoint](#) for examples of news coverage and video.

Following the video, Mr. Wilkins reported on TRIP’s next national report, a rural roads and bridges report that was scheduled to be released on May 22. He stated that staff had obtained quotes for the national news release from the US Chamber of Commerce, American Farm Bureau Federation and AAA. He said that TRIP had also reached out to stakeholders in approximately two dozen states for quotes in customized state news releases. Mr. Wilkins then reported that TRIP had completed a final draft of a freight report and that TRIP would be coordinating with TCC as to the best time to release the report. Mr. Wilkins then called on Mr. Moretti to provide additional details on the TRIP program.

Mr. Moretti said that in addition to the Illinois report that was being released that day at media events in Springfield and Chicago -- from where Mr. Moretti was calling -- TRIP was also preparing state transportation reports on topics including bridge conditions, transportation progress and challenges, the cost to motorists of deficient roads, and the need to provide a transportation system to facilitate future mobility in several states including Arizona, Colorado, Mississippi, Nevada and New York.

Mr. Moretti said that the upcoming rural roads report would include information on economic and travel trends in rural America and the latest data on road and bridge conditions and traffic safety. The upcoming freight transportation report will provide information on the impact of emerging communications and vehicle technology on logistics, the demand for freight transportation, trends in freight transportation, and the latest data on freight transportation safety, Mr. Moretti said.

Mr. Moretti said he would be attending the AASHTO Spring Meeting the following week which would provide an opportunity to meet with state DOT leadership to discuss the need in their states for TRIP reports to educate the public on the importance of adequate transportation investment.

A general discussion ensued.

Mr. Wilkins was then called upon to provide a report on the Succession Task Force. He said that the task force had approved an executive director [job description](#), which Mr. Wilkins said was being distributed that week to AGC, ARTBA, AASHTO and other industry communications networks. He said that responses to the job posting would be shared with members of the task force over the summer prior to the third quarter board meeting with a goal of hiring a new executive director sometime between September 1 and December 31. Mr. Wilkins concluded by saying he would continue to serve TRIP on a consultancy basis for as long as was needed.

There being no further business or discussions, **Mr. DiStefano called for a motion to adjourn the meeting. Mr. Chizmadia so moved, Mr. Lanham seconded and the motion passed unanimously.**

Recorders,
Lisa Templeton
Will Wilkins