Western Association of State Highway and Transportation Officials
Resolution 03-19

Purchase of Registration Software for Use by All Committees of WASHTO

WHEREAS, the WASHTO Bylaws establish the Standing Committees; and

WHEREAS, the Guidelines for the Standing Committees indicate the need for meetings to establish and accomplish the annual work program and to, in general, accomplish the responsibilities of the Standing Committees; and

WHEREAS, currently each member agency that hosts a meeting must arrange for registration software to accomplish the required registration process; and,

WHEREAS, it is in the best interest of the association to provide a common registration software package to be used by any member for WASTO meetings; and,

WHEREAS, the Standing Committee on Construction / Materials made a profit on its annual meeting of $8,000, in addition to recouping the $15,000 in seed money authorized by Resolution 04-18.

WHEREAS, an estimate has been obtained that indicates a cost of $10,000 for an annual WASHTO software license that includes $3,000 for the professional license, $7.20 for 500 participants, a mobile app for the WASHTO annual meeting, $500 for a live polling option, and an additional cost of $8.20 for each additional registration; and,

WHEREAS, the cost of the registration software for the 2019 WASHTO meeting was $8,000 and included $4,200 for the professional license and $8 each for 480 participants; and,

WHEREAS, it is anticipated that operating under one common registration software package would result in cost savings;

NOW, THEREFORE, LET IT BE RESOLVED, that the WASHTO Treasurer is hereby authorized to explore options and purchase registration software to be used by all member agencies for WASHTO meetings; and

BE IT FURTHER RESOLVED, the WASHTO Board of Directors shall develop guidelines for the use of and the funding of future expenses due to the use of this registration software.

Adopted by the WASHTO Board of Directors on

Roger Millar
WASHTO President

Date 4/12/19