



MASITE Board Meeting

March 13th, 2014

Draft Meeting Minutes

KEY Meeting Objectives

- 2014 Draft Budget

Conference Call # (866)-576-7975

Participant Access Code: 804087

Attendees

Board Members

- | | |
|---|---|
| <input type="checkbox"/> Mike Mudry, Traffic Planning & Design | <input checked="" type="checkbox"/> Orla Pease, Urban |
| <input checked="" type="checkbox"/> Kate Russo, JMT | <input checked="" type="checkbox"/> Chris Prisk, Langan |
| <input checked="" type="checkbox"/> Melody Matter, McCormick Taylor | <input type="checkbox"/> Steve Palmer, Gannett Fleming |
| <input checked="" type="checkbox"/> Nicole Kline, McMahan | <input checked="" type="checkbox"/> Mahmood Shehata, RK&K |
| <input type="checkbox"/> Jeff Bergsten, Baker | <input type="checkbox"/> Amy Staud, HDR |

International Director

- Dean Kaiser, Orth-Rodgers & Associates

Other Attendees:

- | | |
|---|--|
| <input type="checkbox"/> David DiGioia, Gray & Associates | <input type="checkbox"/> Jeannette Qirus, McCormick Taylor |
| <input type="checkbox"/> Erik Schmidt, Urban | <input type="checkbox"/> Jennifer Walsh, McMahan |
| <input type="checkbox"/> Alex Meitzler, AMT | <input type="checkbox"/> Kyle Clevenger, McCormick Taylor |
| <input type="checkbox"/> Dave Petrucci, Borton-Lawson | <input type="checkbox"/> Vince DeFlavia, Bentley Systems |
| <input type="checkbox"/> Jeff Uhler, RKK | <input type="checkbox"/> Cody Morris, McCormick Taylor |
| <input type="checkbox"/> Tim Ryan, URS Corp. | <input type="checkbox"/> Brad DiCola, Gibson-Thomas |
| <input type="checkbox"/> Susan Best, District Administrator | <input checked="" type="checkbox"/> Emily Scholl, McCormick Taylor |
| <input type="checkbox"/> Scott Diehl, Urban | <input type="checkbox"/> Mike Davidson, Gannett Fleming |
| <input type="checkbox"/> Jeff Reigner, | <input type="checkbox"/> Al Federico, McCormick Taylor |



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Agenda Item (Presenter)	Description/Outcome Needed
1. Call to Order (Kate)	Call meeting to order at 12.04 PM
2. President's Report (Melody)	<p>Approve or Amend & Approve Meeting Minutes 1/10/14 Motion to approve by Nicole, Órla second, all in favor. Minutes are approved</p> <p>Annual/District Meeting Update (Al Federico) Update from Nicole. Plan going well, and coming together. Sponsorship went out yesterday. Conversation about the sponsorship requests and how MASITE sponsors will not be necessarily shown on the program as they typically would be. The lunch program will be shown on the screen. Nicole will follow up with Al about how to show MASITE sponsors in the program. Save the date is out. The hotel rate is only good through April 20th so the save the date was updated to reflect that Full packet will be out by April 2nd. Finalizing the technical program before putting out the registration packet.</p> <p>Mid-Colonial District Update (Jennifer Walsh – not present)</p> <p>International Report (Dean Kaiser – not present)</p> <p>Past President's Report (Kate) Kate is looking at submitting for ITE International awards for section and newsletter awards. No update from DAPE board</p>
3. First Vice President's Report (Nicole)	<p>Student Chapter Updates</p> <ul style="list-style-type: none"> • Traffic Bowl – there are 5 teams registered. Penn state, Villanova, Morgan State, Delaware and Pitt. • Set for April 9th, at Turnpike at 2PM.



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	<ul style="list-style-type: none"> • No speakers at this point, but working with the Turnpike to finalize that. • There have been no status meetings with the student chapters at this point. There have been scheduling conflicts. <p>Outreach Committee (Emily)</p> <ul style="list-style-type: none"> • January was the Future City competition • St Elizabeth’s school won the MASITE award. • Philadelphia Science Carnival on May 3rd will be looking for volunteers. Booth theme is “What do engineers do?” and looking for activity and volunteer.
<p>4. Second Vice President’s Report (Jeff)</p>	<p>Legislative Affairs Committee (Alex not present)</p> <ol style="list-style-type: none"> a. I’ve been trying to keep up with the funding discussions, particularly on the federal and state level within our section. On the federal side, I’d like to encourage everyone who can to participate with ACEC during the national convention to visit their congressional delegation in Washington. ACEC PA just sent around an email about it and I know ACEC DE is doing the same thing. I need to check on ACEC NJ. b. In Delaware, Governor Markell has floated a proposal to the legislature about raising \$500M over 5 years for transportation projects. Proposed funding mechanism is to be a 10 cent/gallon gas tax. Initial reaction from the legislature is that everyone agrees that something needs to be done but I’m sure they won’t politically stomach the 10 cent increase. It will more than likely be a series of compromises. The main issue is that in a couple of years DelDOT really starts to run out of money. Their program is already cut back and without more revenues the cuts start to become more dramatic. Attached is the presentation that was sent to the legislature. We can post it on the MASITE website. c. No update from NJ



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	<p>Technical Committee (Dave not present. Update via e-mail)</p> <p>Nothing much to report at the moment. Some upcoming events and collaboration with the Traffic Engineering Council and the Mid-Atlantic Safety Committee (MASC). I'll provide more in the very near future.</p>
<p>5. Treasurer's Report (Chris)</p>	<p>Budget</p> <p>There are 34 sponsors currently. This is up 4 from last year. There have been no request for checks, or money submitted by the central or western LAC Budget looks good so far</p> <p>Recognition and Awards Committee (Nicole)</p> <p>There needs to be a discussion on when/how we are doing the awards this year. Are we going to have the boards at Penn State? Nicole said there is time to decide on these items. Mike Davidson from Baker was brought on last year to help, and will transition over this year</p> <p>Membership Committee (Jeff U.)</p> <p>Jeff was not on the phone, but has expressed a desire to phase out of this position. There are a number of names of people interested in volunteering to help, and we need to reach out to them.</p> <p>Melody proposes that Lori from Dawood be approached to see if she is interested in taking over from Jeff. Nicole will reach out to her to see if she is interested.</p> <p>Add Agenda item for next meeting to identify places where committees/people need assistance and then discuss how to fill those openings.</p>
<p>6. Secretary's Report (Orla)</p>	<p>Newsletter – no update</p>



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	<p>Website Coordination – The careers website up and running</p> <p>Events – Central Area PSU event – March 27th Traffic Bowl in central area.</p> <p>Nominations There were no additional nominations submitted by the 3/10 deadline. Therefore this will be an uncontested election. Orla and Nicole will coordinate on getting the ballot out for the election.</p>
<p>7. Eastern Area Update (Mahmood)</p>	<ul style="list-style-type: none"> • Ended up having 80 people at the District 5 event. It was revenue neutral. • Nothing else scheduled for now. Looking at a City event, and a district 6 event in the fall • May event in NJ to talk about the HSIP in coordination with the Mid Atlantic Safety Committee. • Planning on having a committee meeting before or on the day of the Traffic bowl.
<p>8. Central Area Update (Steve)</p>	<p>Central Area PSU event – March 27th</p>
<p>9. Western Area Update (Amy Staud)</p>	<p>No updates right now. Orla will follow up.</p>
<p>10. Other Business</p>	
<p>11. Follow-Up Items</p>	<p>See Table</p>
<p>12. Next Board Meeting</p>	<p>To be determined</p>
<p>13. Adjourn</p>	<p>Motion to adjourn at 1.05 PM by Nicole , second by Melody, all present in favor. Motion approved.</p>



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New Follow-up Items

ACTION ITEM		RESPONSIBLE PERSON	COMPLETED (YES/NO)
1	2014 Events Calendar	Pease/Martinez/Palmer /Prisk/Petrucci	
2	Website: Revamp, re-launch, and maintain	Pease/Mudry/Schmidt	
3	PDH requirements, certification, and website posting	Pease/Schmidt	
4	2014 sponsorship program	Bergsten	
5	2014 local affiliate dues	Need update from Jeff Uhler	
6	2014 MASITE Annual Meeting	Matter/Federico	
7	Expand legislative affairs committee members – need volunteers	Russo	
8	Re-engage MASITE agency members	Matter/Russo/Uhler	
9	Need to understand committees needs	All	
10	Need a date for the elections	Orla	
11	Schedule a board meeting around the annual meeting	Melody	