



MASITE Board Meeting

February 18, 2021

Meeting Minutes

KEY Meeting Objectives

- Award Nominations

Location: Conference Call

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting start – 12:05 PM
Previous Minutes	<ul style="list-style-type: none"> • Meeting Minutes from 11/10/2021 and 1/18/2021 approved • Becky to coordinate getting Meeting Minutes onto the website
2020 Treasurer Audit	<ul style="list-style-type: none"> • Discussion postponed to future meeting
Treasurer Update	<ul style="list-style-type: none"> • 49 sponsors so far this year. We are still receiving sponsorship money based on commitments • Starting tax submission – Last year we can submit in paper.
Sponsorship Update	<ul style="list-style-type: none"> • Lindsey Klein to take lead on sponsorship program starting this year • Contacting Gold sponsors about sponsorship value • Sponsors showing interest in spotlight presentations, social media publicity, recruiting opportunities
Annual Meeting Update	<ul style="list-style-type: none"> • RFP sent out February 8, 2021. Expecting responses back this week. • Considering in person, virtual, hybrid meetings • Survey of interest on virtual or in person meeting
AV Summit Update	<ul style="list-style-type: none"> • 2021 AV Summit has decided to go virtual • Looking for a MASITE moderator for the 4/29 AV Summit series webinar. Contact Mahmood if interested.
Award Nominations	<ul style="list-style-type: none"> • Send nominations for Rising Star to Mahmood. MASITE needs to submit nomination by 3/1
Newsletter & Social Media	<ul style="list-style-type: none"> • Add a call for volunteers to help with social media and the newsletter • Set up a separate meeting to discuss newsletter update • Reach out to sponsors to recruit new volunteers
Coordinator Updates:	<ul style="list-style-type: none"> • Lindsey – PennDOT or SPC project presentation • Rachel – MPO panel planned for March, Student / Employer round table in April • Chad – YouTube channel; PA AV Summit Series Webinar 3/4
Open Discussion	<ul style="list-style-type: none"> • Considering starting a MASITE scholarship • Further discussion on reallocating unspent funds from 2020 /



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	2021
Next Meeting:	<ul style="list-style-type: none">• March TBD



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Name	Position	Organization	Attendance	
			In Person	Call
Executive Board				
Mahmood Shehata	President	RK&K		X
Michael Davidson	First Vice-President	DRIVE Engineering		
Peter O'Halloran	Second Vice-President	JMT		X
Megan McDermott	Treasurer	MS Consultants		X
Becky Biro	Secretary	RK&K		X
Steve Palmer	Past President/ District Representative	Gannet Fleming		X
Lindsey Ulizio	Western Area Coordinator	WRA		X
Chad Martin	Central Area Coordinator	Erdman Anthony		X
Rachel McGuire	Eastern Area Coordinator	Jacobs		X
Jenn Walsh	Section Advisor	HDR		
Other				
Steve Gault	Membership Coordinator	PennDOT		
Conor McAliney	AV Summit Liaison	Drive		X
Lindsey Klein	Sponsorship Coordinator	Imperial		X
Hannah Landvater	Annual Meeting Chair	RK&K		X
Melissa Mo	Annual Meeting Chair	JMT		X
			12/15 Attended	