



MASITE Board Meeting

September 28, 2022

Meeting Minutes

KEY Meeting Objectives

- Annual Meeting

Location: Conference Call

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 12:02
Previous Minutes	<ul style="list-style-type: none"> • One comment provided for meeting minutes from 8/31 meeting. Minutes will be approved at next board meeting.
Treasurer Report	<ul style="list-style-type: none"> • Daily incomes from Star Chapter is creating more work and longer records • Refunds from the Annual Meeting and canceled central area event are show as negative incomes • M. Shehata has an outstanding check from January • Current expenditures are from the Annual Meeting • M. McDermott to transfer to the checkbook to B. Song at the Annual Meeting • B. Song to give the treasurer update at the Annual Meeting
2022 Taxes / 2020 Tax Notice	<ul style="list-style-type: none"> • We are still waiting to find out if we owe a fee for the 2020 taxes despite the taxes being filed on time. • 2022 taxes will be completed using the electronic website
PTV Training	<ul style="list-style-type: none"> • PTV inquired about hosting a training with MASITE. They are not a typical vendor to do an in person signal training. • C. Martin to plan the event as virtual or hybrid.
Annual Meeting	<ul style="list-style-type: none"> • 183 registrations, 90 attendees for the welcome reception (number later updated to 104), 17 signed up for the technical seminar • \$313 net positive budget currently • 94 of 130 rooms are booked at the hotel • 15 attendees for the Past Presidents Brunch • Contingency plans for rain will start tomorrow • 19 students registered. All MASITE student chapters represented except one school.
Coordinator Updates	<ul style="list-style-type: none"> • Rachel – Successful cornhole tournament; Bike Delaware presentation in the works • Chad – No update



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	<ul style="list-style-type: none"> • Western Area – November 1st joint event with the Pittsburgh Student chapter • PSUTESC Social – J. Walsh is planning the event
District Update	<ul style="list-style-type: none"> • No update
Open Discussion	<ul style="list-style-type: none"> • MASITE joint session with ITSPA for the AV Summit is all set • We may need to find a new membership / website chair if S. Gault moves on to Secretary in 2023 • ITE Young Member Forum is looking to help Districts and Sections with outreach to younger members • R. McGuire is interested in the student chapter liaison chair position • P. O'Halloran / 2023 MASITE Annual Meeting is planning for the Central Area
Next Meeting:	<ul style="list-style-type: none"> • October 26, 2022 at noon



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Name	Position	Organization	Attendance	
			In Person	Call
Executive Board				
Michael Davidson	President	Drive Engineering		X
Peter O'Halloran	First Vice-President	JMT		X
Megan McDermott	Second Vice-President	MS Consultants		X
BJ Song	Treasurer	RK&K		X
Becky Biro	Secretary	RK&K		
Mahmood Shehata	Past President/ District Representative	RK&K		
Lindsey Ulizio	Western Area Coordinator	WRA		
Chad Martin	Central Area Coordinator	Erdman Anthony		
Rachel McGuire	Eastern Area Coordinator	Jacobs		X
Jenn Walsh	Section Advisor	HDR		X
Other				
Steve Gault	Communications Chair	PennDOT		
Vichika Iragavarapu	AV Summit Liaison	STV		
Lindsey Klein	Sponsorship Coordinator	Imperial		
Tyler Hartman	Annual Meeting Chair	Century Engineering		X
			7/14 Attended	