



MASITE Board Meeting

November 23, 2022

Meeting Minutes

KEY Meeting Objectives

- 2023 Committees
- Scholarship Discussion

Location: Conference Call

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 12:01
Previous Minutes	<ul style="list-style-type: none"> • Meeting minutes from 10/21 to be sent out after the meeting for approval next time
Appointed Positions	<p>The italicized text below are positions voted on by the board. The remaining positions require additional follow up and discussion.</p> <ul style="list-style-type: none"> • <i>Pitt Student Chapter Liaison – Dustin Chickis</i> • Rowen University Student Chapter Liaison – Position to be determined • <i>Student Liaison Coordinator – Rachel McGuire</i> • Website – Emily Hufnal or Melissa Mo – P. O’Halloran to follow up • <i>Eastern Area Coordinator – Tyler Hartman</i> • <i>Western Area Coordinator – Ashley Tracy</i> • <i>Awards Committee – Eric Setzler</i> • <i>Treasurer Advisor – Steve Palmer</i> • AV Summit – To be determined / Vichika Iragavarapu – M. Davison to follow up • Newsletter – To be determined / Sabrina Mamo • Virtual Events Coordinator - Emily Hufnal or Melissa Mo – P. O’Halloran to follow up
Scholarship	<ul style="list-style-type: none"> • Let in date for ITE scholarship date is December. There is another fund option (not necessarily a scholarship) that has two let in dates per year. • M. McDermott to work with B. Song to transfer money allocated per the January board meeting to the scholarship fund in December. • The Nelson T Schaffer Scholarship Fund will be dedicated to LeadershipITE tuition • MASITE to set a second scholarship for students in addition to the Nelson T Schaffer Scholarship for undergraduate or graduate students pursuing a career in transportation.



MASITE Board Meeting

November 23, 2022

Meeting Minutes

Agenda Item	Description
	<p>MASITE's previous scholarship required a 1,000 word essay and transcript. Scholarship typically presented at the MASITE Annual Meeting</p> <ul style="list-style-type: none"> • Need to appoint a coordinator to run the scholarships – M. McDermott to reach out to Greg Frisby about interest in this role with support from J. Walsh • Open the scholarship up to both undergraduate and graduate students • Consider both planners and engineers • Scholarship value to be determined – likely \$1,500 • Scholarship recipients encouraged to attend the Annual Meeting and MASITE may provide travel funds
TESC Social	<ul style="list-style-type: none"> • J. Walsh confirmed venue. Two drink tickets and appetizers will be provided. • Registration is currently at 116. The budget was based on 150. • Festive attire is strongly encouraged. Prizes will be provided. • Reminder emails will continue to go out
Area Coordinator Updates	<ul style="list-style-type: none"> • Eastern – Bike Delaware webinar was a success, PDH credits will be provided; joint meeting with ASHE Del Val for March; consider ASCE joint social in February • Central – Planning PTV training for early 2023; Penn State event with Student Chapter in February with the career fair • Western – Allegheny County event in January
Next Meeting:	<ul style="list-style-type: none"> • December 28, 2022 at noon



MASITE Board Meeting

November 23, 2022

Meeting Minutes

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	Century Engineering		X
Becky Biro	Secretary	RK&K		X
Mahmood Shehata	Past President/ District Representative	RK&K		
Lindsey Ulizio	Western Area Coordinator	WRA		
Chad Martin	Central Area Coordinator	Erdman Anthony		X
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		
			8/14 Attended	