



MASITE Board Meeting

September 22, 2023

Meeting Minutes

KEY Meeting Objectives

- Dues, Funds Transfer

Location: Microsoft Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 11:03 am
Dues for 2024	<ul style="list-style-type: none"> • Current dues are \$20. • Motion by M. McDermott, second by P. O'Halloran to raise dues to \$23 for 2024. Motion passed unanimously.
Funds Transfer	<ul style="list-style-type: none"> • M. McDermott suggested opening a savings account to earn interest. PNC has a money market account which has 4.8% APR for the next 6 months. Minimum balance is \$5,000. • Money market account increases security since the debit card is not linked to it. • Motion by S. Gault, second by P. O'Halloran to authorize opening a money market account and authorize transferring funds between accounts on consent of the majority of elected board members (email or meeting vote). Motion passed unanimously.
Student Chapters	<ul style="list-style-type: none"> • R. McGuire reported the Drexel student chapter is chartered and there was a meeting last week with the chapter advisor, Julia Kovach from RK&K. • University of Delaware is in the process of chartering. Tucker Smith has been coordinating with the new faculty advisor. • Discussion was held regarding creation of a student resume book. No action was taken.
Annual Meeting Debrief	<ul style="list-style-type: none"> • P. O'Halloran shared that most feedback on the annual meeting was positive and all of the minimums were hit with the venue contract. He also noted student engagement was good and continues to build every year. • M. McDermott suggested creating an advisory group that provides consistency for the annual meeting from year to year.
Next Meeting:	<ul style="list-style-type: none"> • October 3, 2023 at 1:00 pm
Adjourn	<ul style="list-style-type: none"> • Meeting adjourned at 11:56 am



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Name	Position	Organization	Attendance	
<i>Executive Board</i>			In Person	Call
Peter O'Halloran	President	Carroll Engineering		X
Megan McDermott	First Vice-President	MS Consultants		X
Becky Biro	Second Vice-President	RK&K		
BJ Song	Treasurer	Century Engineering		X
Steve Gault	Secretary	PennDOT		
Mike Davidson	Past President/ District Representative	Drive Engineering		X
Ashley Tracy	Western Area Coordinator	AECOM		X
Chad Martin	Central Area Coordinator	KCI		X
Tyler Hartman	Eastern Area Coordinator	Century Engineering		X
Jenn Walsh	Section Advisor	HDR		X
<i>Other</i>				
Steve Palmer	Treasurer Advisor	Gannett Fleming		
Lindsey Klein	Sponsorship Coordinator	Imperial		
Keith Meehan	Annual Meeting Chair	Michael Baker		
Greg Frisby	Scholarship Chair	WRA		
Patrick McTish	Golf Outing Chair	Michael Baker		
Rachel McGuire	Student Chapter Liaison Coordinator	Jacobs		X
Eric Setzler	Awards Chair	City of Pittsburgh		
Melissa Mo	Website Coordinator	HNTB		
Vichika Iragavarapu		WSP		
			9/19 Attended	