



MASITE Board Meeting

February 5, 2024

Meeting Minutes

KEY Meeting Objectives

- Approve Budget
- Upcoming Local Events

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 1:02 pm
Previous Minutes	<ul style="list-style-type: none"> • S. Gault said the previous minutes are not ready yet.
Budget Update	<ul style="list-style-type: none"> • B. Song provided the budget update since C. Martin was not in attendance. • The board voted by email on three addendums to the proposed budget, which was reaffirmed by the board members in attendance: <ul style="list-style-type: none"> ○ ITE International Social support for \$5,000 ○ Transfer to Scholarship Fund reduced from \$7,500 to \$5,000 ○ Created \$1,000 stipend for ITE International Meeting Registration Contest ○ Combined Educational Outreach • Checks were sent in support of engineer's week • Board voted in favor of approving budget.
Outstanding Items	<ul style="list-style-type: none"> • P. O'Halloran will chair the nominations committee. J. Walsh will also participate. Suggestions for a new secretary should be sent to Peter. • Requests were sent to two individuals for the Rising Star nomination. Responses due 2/16. • M. McDermott requested to send out the president's message earlier than the next bi-weekly email. • M. McDermott has Google Form set up for ITE International Registration Contest. Scoring takes into account age, activities with ITE (Section and District) and essay questions. • M. McDermott looking for volunteers for PennDOT Innovations Challenge.
Sponsorship	<ul style="list-style-type: none"> • L. Klein reported two more sponsors were added (61 total sponsors for 2024, 40 of 62 payments received to date) • Sponsorship board and slides are updated.
Student Chapters	<ul style="list-style-type: none"> • R. Biro will be setting up meeting with student chapter liaisons • R. McGuire working with Owen Hitchcock and PSU to have student-led meeting set-up



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	<ul style="list-style-type: none"> Board voted to appoint Jonathan Grande as Rowan student chapter liaison.
District Update	<ul style="list-style-type: none"> No update
MASITE Pins	<ul style="list-style-type: none"> M. McDermott will send out clean up design to board members
Area Coordinator Updates	<ul style="list-style-type: none"> C. Bloom is working on setting up 1st Central Area event with PennDOT Central Office and has been in contact with Doug Tomlinson. He is also looking for potential events with PA Turnpike and Tri-County Planning Commission. L. Klein contacted signal vendors about having a signal cabinet training in the Central Area. M. McDermott provided the Western Area update. There were 137 attendees at the January joint meeting with ASHE. Maxview to UCC training is being set up with Toby from Signal Service. Joint social on August 8th with three other professional groups in Pittsburgh. T. Hartman shared an update on upcoming events in the Eastern Area. Synchro training has 192 registered for tomorrow. ATC cabinet training next week. TIM Training on 3/21 with social after. Several other events being planned. T. Hartman requested funds from the Synchro webinar be split between the areas proportionally to number of attendees. No decision was reached.
Next Meeting:	<ul style="list-style-type: none"> March 5, 2024 via Microsoft Teams
Adjourn	<ul style="list-style-type: none"> Meeting adjourned at 2:05 pm



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Name	Position	Organization	Attendance	
<i>Executive Board</i>			In Person	Call
Megan McDermott	President	MS Consultants		X
Becky Biro	First Vice-President	RK&K		X
BJ Song	Second Vice-President	Century Engineering		X
Chad Martin	Treasurer	KCI		
Steve Gault	Secretary	PennDOT		X
Peter O'Halloran	Past President/ District Representative	Carroll Engineering		
<i>Coordinators, Advisors, Chairs, Liaisons</i>				
Ashley Tracy	Western Area Coordinator	AECOM		
Cory Bloom	Central Area Coordinator	Gannett Fleming		X
Tyler Hartman	Eastern Area Coordinator	Century Engineering		X
Jenn Walsh	Section Advisor	HDR		X
Steve Palmer	Treasurer Advisor	Gannett Fleming		
Lindsey Klein	Sponsorship Coordinator	Imperial		X
Scott Nale	Annual Meeting Chair	Rettew		X
Greg Frisby	Scholarship Chair	WRA		X
Patrick McTish	Golf Outing Chair	Michael Baker		X
Rachel McGuire	Student Chapter Liaison Coordinator	Jacobs		
Jason Molinaro	Awards Chair	Allegheny County DPW		
Mike Mudry	District Awards	TPD		
Emily Hufnal	Website Coordinator	Rossi Group		X
Hannah Landvater	Social Media Chair	RK&K		
Sidney New	Job Postings	Gannett Fleming		X



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Vichika Iragavarapu	NJ Signal Committee	WSP		
Keith Meehan	Past Annual Meeting Chair	Michael Baker		X
Sydney French	WVU Student Chapter Liaison	French Engineering		X
Dustin Chickis	University of Pittsburgh Student Chapter Liaison	Michael Baker		X
Scott Seibel	PSU Student Chapter Liaison	Michael Baker		
Julia Kovach	Drexel Student Chapter Liaison	RK&K		X
Teresa Lord	Villanova Student Chapter Liaison	Pennoni		
Tucker Smith	Delaware Student Chapter Liaison	McCormick Taylor		
			17/29 Attended	