



MASITE Board Meeting

April 2, 2024
Meeting Minutes

KEY Meeting Objectives

- Audit & Close Sponsorship
- Annual Meeting & 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/ Schedule of Communications	<ul style="list-style-type: none"> • Minutes from the 3/5/24 meeting were approved. • M. McDermott shared that S. Gault found a bug in StarChapter with revising scheduled emails. To avoid duplicate emails with errors in the future, there will be a “pencils down” time for the bi-weekly emails.
Treasurer Report/ Treasurer Audit	<ul style="list-style-type: none"> • C. Martin provided the budget update. • Taxes on schedule to be submitted by 5/15/2024.
Sponsorship	<ul style="list-style-type: none"> • B. Song is sending emails for outstanding sponsorship payments which are overdue. • B. Song and L. Klein to collaborate on collections action plan.
Nominations/District Update	<ul style="list-style-type: none"> • P. O’Halloran provided the Nominations Committee and District updates. • Nominations committee of six past presidents: Peter O’Halloran, Mike Mudry, Dave DiGioia, Steve Palmer, Mike Davidson, and Jenn Walsh. Kick-off meeting will be this Thursday. Timeframe will be developed when Annual Meeting date is set. • P. O’Halloran shared the following updates for the Mid-Colonial District: <ul style="list-style-type: none"> ○ Traffic Bowl progressing well – expecting 6 teams ○ Vendor expo committee established and being led by Chris May ○ Young member committee also being established and being led by Tyler Hartman ○ First webinar held today which was well attended. ○ The district awards were submitted by Nicole Kline to ITE International.
Registration Contest	<ul style="list-style-type: none"> • M. McDermott reported the registration contest closed at midnight last night. There were 2 submissions. Volunteers from the board will read the essays and give a score for them to determine the winner by the end of the week.
Scholarship	<ul style="list-style-type: none"> • G. Frisby provided the scholarship update.



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	<ul style="list-style-type: none"> Scholarship is now active closes this Friday. So far, have 5 references but 4 of the 5 have not submitted their full application. Expecting those to submit this week.
Golf Outing	<ul style="list-style-type: none"> P. McTish provided an update on the Golf Outing, which is scheduled for Tuesday, May 7, 2024, at the Iron Valley Country Club (8:30 AM Shotgun start). Registration is now open and emails have been going out. Number of registrations is higher than last year at this time. Quote from the golf course is in line with expectations and no major increases from last year. P. McTish will reach out to past sponsors and registrants if they don't sponsor/register this year. M. McDermott suggested having a hotel room block nearby for the future.
Student Chapters Update	<ul style="list-style-type: none"> R. Biro provided the Student Chapters update. Student Leadership Summit planned for November at Penn State, which will involve professionals and students, but be organized by students. Joint event with Drexel being planned in eastern area. M. McDermott also reported on a joint event with West Virginia University being planned. Student chapter updates will resume in the fall semester.
Annual Meeting	<ul style="list-style-type: none"> M. McDermott provided an update on the annual meeting for S. Nale. Details on the two possible venues were discussed. Aiming for September 30th and October 1st at Morgantown Marriott with the business meeting during dinner. Alternative would be October 14th and 15th. It was noted October 14th may be a holiday for some members.
Area Coordinator Updates	<ul style="list-style-type: none"> C. Bloom provided the Central Area update. First Central Area event with PennDOT Central Office with Ryan McNary and Scott Benedict scheduled for 4/11/2024. Registration is almost full. K. Opiery provided the Western Area update. Had a meeting on 3/14/24 which was well received. Upcoming meeting in Morgantown with WVU student chapter on a microsimulation study of downtown Morgantown. Multi-society softball



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	<p>tournament on June 1st at the South Park Fairgrounds.</p> <ul style="list-style-type: none"> T. Hartman provided the Eastern Area update. Upcoming Eastern Area Events include: Drexel University on April 10th, STEM event on April 11th, Multi-Society Kickball Tournament on June 6th. A few other events being considered for later in the year.
Open Discussion	<ul style="list-style-type: none"> Vince DeFlavia gave an update as a member of the executive board for the Engineer’s Club of Philadelphia. MASITE is considered an affiliate of the club. The club desires to have the affiliates break down the silos between different engineering disciplines.
Next Meeting:	<ul style="list-style-type: none"> May 8, 2024 via Microsoft Teams
Adjourn	<ul style="list-style-type: none"> Meeting adjourned at 1:57 pm



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Meeting Minutes

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		X
Steve Gault	Secretary	PennDOT		X
Peter O'Halloran	Past President/ District Representative	Carroll Engineering		X
<i>Coordinators, Advisors, Chairs, Liaisons</i>				
Ken Opiery	Western Area Coordinator	HDR		X
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		X
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		X
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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*April 2, 2024
Meeting Minutes*

Keith Meehan	Past Annual Meeting Chair	Michael Baker		X
Sydney French	WVU Student Chapter Liaison			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		
Dustin Chickis	University of Pittsburgh Student Chapter Liaison	Michael Baker		X
Vichika Iragavarapu		WSP		
Vince DeFlavia	Engineer's Club	TPD		X
			23 Attended	