



# MASITE Board Meeting

May 8, 2024  
Meeting Minutes

## KEY Meeting Objectives

- Nominations, Scholarship, Taxes and Events

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> <li>• Meeting started at 1:03 pm</li> </ul>
Previous Minutes/ Schedule of Communications	<ul style="list-style-type: none"> <li>• M. McDermott said the previous minutes are not available yet.</li> <li>• M. McDermott shared the Mid Colonial District requested content for their next newsletter by May 17<sup>th</sup>. She will work with S. Gault to provide that info.</li> <li>• M. McDermott expressed gratitude for the STEM event organized by T. Hartman and it stood out among many great events in the past month. She commended everyone for their work to make it a great year.</li> <li>• M. McDermott reported she received the dissolution letter for the agreement with ITSPA for the PA AV Summit.</li> </ul>
Treasurer Report/ Late Sponsorship	<ul style="list-style-type: none"> <li>• C. Martin provided the budget update.</li> <li>• B. Song reported there are two outstanding sponsorship payments which haven't been received yet. Discussion occurred on contacts at those companies to resolve.</li> </ul>
Taxes	<ul style="list-style-type: none"> <li>• C. Martin reported Steve Palmer has put together a draft of the taxes for 2023. C. Martin and M. McDermott reviewed the draft, so it is ready to submit.</li> <li>• M. McDermott and C. Martin to coordinate online filing and payment of filing fee.</li> </ul>
Nominations/District Update	<ul style="list-style-type: none"> <li>• P. O'Halloran provided the Nominations Committee and District updates.</li> <li>• Nominations committee hasn't met since the last week. Working through list of candidates. Optimistic for having two western area candidates for secretary. Nominations due to board by July 17<sup>th</sup>.</li> <li>• P. O'Halloran shared the following updates for the Mid-Colonial District: <ul style="list-style-type: none"> <li>○ District candidates for elections sent out on 4/18, and ballots will be sent on June 6<sup>th</sup>.</li> <li>○ Traffic Bowl held at University of Maryland went well.</li> <li>○ Vendor expo committee responses due by May 17<sup>th</sup>.</li> <li>○ Younger member committee developing a graphic.</li> </ul> </li> </ul>



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	<ul style="list-style-type: none"> <li>○ Next webinar is May 20<sup>th</sup>.</li> <li>○ 2025 Annual Meeting co-chairs will be David Samba from CAPSITE and Sarah Adsit from MASITE.</li> </ul>
Scholarship	<ul style="list-style-type: none"> <li>● G. Frisby provided the scholarship update.</li> <li>● Eight applications received and being reviewed by five past presidents (Vince DeFlavia, Mike Mudry, Pat Wright, Mike Davison, and Mark Metil). Reviews due end of this week.</li> <li>● Applicants include students from Virginia Tech, Drexel, Penn State, Purdue, and West Virginia. A mix of undergrad and graduate students.</li> <li>● Goal is to award two scholarships.</li> </ul>
Golf Outing	<ul style="list-style-type: none"> <li>● P. McTish provided an update on the Golf Outing, was held yesterday.</li> <li>● MASITE repeated as the winner over ITSPA.</li> <li>● There were 87 golfers and 1 volunteer.</li> <li>● Anticipating a small profit. Donation will be to STEM organization.</li> </ul>
Annual Meeting	<ul style="list-style-type: none"> <li>● S. Nale provided an update on the annual meeting.</li> <li>● Contract almost ready to be signed with Morgantown Marriott.</li> <li>● 22 volunteers on the committee, and first meeting will be scheduled week of 5/13.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>● C. Bloom provided the Central Area update. PennDOT Origin-Destination event in April was sold out. Another one will be held in eastern area. ITSPA event at Hollywood Casino on June 13<sup>th</sup> with John Parker and Derrick Hermann. Second annual disc golf event in September after Labor Day.</li> <li>● K. Opiery provided the Western Area update. Morgantown event on microsimulation, multi society softball event, District 11 traffic signal event coming up.</li> <li>● T. Hartman provided the Eastern Area update. Drexel event on PROWAG went well, STEM event in April, kickball event on 6/6, PennDOT O-D on 6/11, Phillies tailgate 7/19, I-95 CAP in mid-August, Cornhole tournament 9/12, ATSPM 9/19, ASHE Southern New Jersey 10/17, National Highway Products 11/5-11/7.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>● Penn State won the Traffic Bowl. Great attendance by student chapters.</li> </ul>



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	<ul style="list-style-type: none"> <li>• T. Hartman - Call for young member involvement from MCDITE.</li> <li>• J. Walsh – Mentor program will be starting up again. Might do a web page to showcase the event and a call for a new round starting in the fall.</li> <li>• L. Klein –               <ul style="list-style-type: none"> <li>○ Sponsor boards have been printed – one for each area</li> <li>○ Sponsor spotlight program will continue this year. Would like to also get them posted on the website. Will hold them until there are enough submissions for a series. Hoping to get 15-20.</li> <li>○ L. Klein sends out sponsor codes in advance of meetings. Many codes have been used to date.</li> </ul> </li> <li>• LeadershipITE – Application comes out in June. TBD if we have any interested candidates in MASITE</li> <li>• Innovations challenge – Met with ITSPA and they will talk about whether we want one coordinator for both societies.</li> <li>• S. Nale – STEM presentations are very rewarding. He has a presentation to share for anyone else interested.</li> <li>• L. Klein – ITE International meeting is coming up in July. MCDITE District social is on July 22<sup>nd</sup> – the District will send out registration info. 6-9pm at City Winery. \$50. Currently at 31 registrations.</li> <li>• MASITE to add info about the ITE International Meeting to bi-weekly emails</li> <li>• MASITE board members cannot publicly endorse candidates for MCDITE or ITE International elections. Please do not share the MASITE email list with candidates.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>• June 4, 2024 via Microsoft Teams</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>• Meeting adjourned at 1:46 pm</li> </ul>



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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		X
Steve Gault	Secretary	PennDOT		
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		
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		X
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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Keith Meehan	Past Annual Meeting Chair	Michael Baker		
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		
Vichika Iragavarapu		WSP		
			18 Attended	