



MASITE Board Meeting

June 4, 2024
Meeting Minutes

KEY Meeting Objectives

- Nominations, Scholarship, Annual Meeting and Events

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 1:01 pm
Previous Minutes/ Communications Schedule/Sending Emails from StarChapter	<ul style="list-style-type: none"> • S. Gault reported previous minutes aren't drafted yet. • S. Gault reviewed the schedule for bi-weekly emails. • Emails from StarChapter should be sent to members, former members and friends list.
Treasurer Report/Late Sponsorship	<ul style="list-style-type: none"> • B. Song provided the Treasurer's report for C. Martin. • A few sponsors still need to pay.
ITE International Update	<ul style="list-style-type: none"> • J. Walsh and R. Biro provided an update on the ITE International Meeting being held in Philadelphia in July. • Registration numbers are a bit low. Early bird deadline is this Friday. Will know more once that passes. • M. McDermott asked for email communications to be provided in the form it should be sent. R. Biro said the prior ones were intended for social media since they contained videos.
Nominations/District Update	<ul style="list-style-type: none"> • P. O'Halloran provided the Nominations Committee and District updates. • Nominations mostly complete. Two candidates agreed to stand for secretary. Official Nomination Committee Report email to be sent to the Board momentarily. • P. O'Halloran shared the following updates for the Mid-Colonial District: <ul style="list-style-type: none"> ○ Traffic Bowl had a profit. ○ Webinar series is ongoing. Last webinar on 5/20 had 40 attendees. Next one hasn't been scheduled. ○ International finances strong. Some new sections chartered in Florida.
Golf Outing	<ul style="list-style-type: none"> • P. McTish provided an update on the Golf Outing. • Debrief sent on Monday.
Scholarship	<ul style="list-style-type: none"> • G. Frisby provided the scholarship update. • Two candidates recommended. • Motion by S. Gault, second by R. Biro to award scholarship to Candidate A. Motion carries unanimously. • Motion by P. O'Halloran, second by M. McDermott to award



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	scholarship to Candidate B. Motion carried unanimously. <ul style="list-style-type: none"> • G. Frisby will notify the selected and non-selected applicants.
NJ Signals	<ul style="list-style-type: none"> • V. Iragavarapu reported the NJ Signals committee is looking at a one-day event in Princeton and asked whether the board supports it. • After discussion, the consensus is September is very full with events, so it would be difficult to schedule an event then.
Annual Meeting	<ul style="list-style-type: none"> • Save the date is completed. • Contract is signed. • Next steps are to get abstracts and vendors info out.
Awards and Election Schedule	<ul style="list-style-type: none"> • S. Gault reviewed election schedule in accordance with bylaws. <ul style="list-style-type: none"> ○ Candidates will be announced in 7/29 bi-weekly email. ○ Election will close Friday 9/27. • J. Molinaro provided an update on awards. <ul style="list-style-type: none"> ○ Project of the year application will go out on 6/24 and will be due 7/29. ○ Run in bi-weekly emails on 6/17, 7/1, 7/15, and 7/29 ○ Also run a separate email on 6/24.
Area Coordinator Updates	<ul style="list-style-type: none"> • C. Bloom provided the Central Area update. ITSPA joint event at Hollywood Casino on 6/13. 2nd Annual Disc Golf Tournament on 9/15 being coordinated by Doug Tomlinson. • K. Opiery provided the Western Area update. 5/23 presentation with Dan Fedio was well attended and well received. Planning a multi-society bar crawl and project tour in late July. • T. Hartman provided the Eastern Area update. Kickball event this Thursday. PennDOT O-D meeting next Tuesday. Upcoming events include Phillies tailgate, I-95 CAP Project, Cornhole, ATSPM workshop, Joint ASHE SNJ meeting and National Highway Products.
Open Discussion	<ul style="list-style-type: none"> • Sponsorship <ul style="list-style-type: none"> ○ Three sponsor spotlights so far ○ Meeting codes have been sent for 6 events so far, with 21 used to date (27%) ○ Reminder about annual meeting perks • S. Palmer asked everyone to vote in the Mid-Colonial election which is going on now



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	<ul style="list-style-type: none"><li data-bbox="586 428 1281 459">• Mentorship will start in the Fall 2024 per J. Walsh.
Next Meeting:	<ul style="list-style-type: none"><li data-bbox="586 480 1053 512">• July 9, 2024 via Microsoft Teams
Adjourn	<ul style="list-style-type: none"><li data-bbox="586 527 1029 558">• Meeting adjourned at 1:53 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		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		
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		
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		X
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		X
Vichika Iragavarapu	NJ Signals Committee	WSP		X
			20 Attended	