



# MASITE Board Meeting

July 9, 2024

Meeting Minutes

## KEY Meeting Objectives

- Support ITE Annual Meeting in Philly, Prep for Annual Meeting in WV

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> <li>• Meeting started at 12:32 pm</li> <li>• M. McDermott reported on the following:               <ul style="list-style-type: none"> <li>○ Encouraged everyone to submit nominations for awards by 7/19</li> <li>○ PA AV Summit dissolution signed and delivered. MASITE person will be put forward to start Innovation Challenge.</li> <li>○ All sponsors are paid for the year.</li> <li>○ Lots of changes on website: inclusivity button, ITE calendar link, student chapter pages, mentoring, STEM. Thanked E. Hufnal for all the work she has done with website.</li> <li>○ Welcomed S. Adsit as new student chapter liaison coordinator.</li> <li>○ ITE International less than 2 weeks away. Need to fill volunteer slots. Would like to get MASITE members photo for website.</li> </ul> </li> <li>• After discussion, the MASITE member photo at ITE International will be Tuesday at 9:30 AM. S. Gault to publicize in bi-weekly email. T. Hartman to spread word via Whova app.</li> </ul>
Previous Minutes	<ul style="list-style-type: none"> <li>• Minutes from the 4/2, 5/8, and 6/4 meetings were approved on a motion by M. McDermott and second by R. Biro.</li> </ul>
Treasurer Report	<ul style="list-style-type: none"> <li>• C. Martin provided the Treasurer's report and noted only Drexel and West Virginia University have requested their student chapter money.</li> </ul>
ITE International Update	<ul style="list-style-type: none"> <li>• J. Walsh reiterated there are still spaces available on the volunteer list and encouraged everyone to sign up for the summer soiree.</li> </ul>
Nominations/District Update	<ul style="list-style-type: none"> <li>• P. O'Halloran said nominations for 2025 MASITE board will be submitted within the next week.</li> <li>• P. O'Halloran shared the following updates for the Mid-Colonial District:               <ul style="list-style-type: none"> <li>○ As of June 20<sup>th</sup>, had 1,000 registrants for International</li> </ul> </li> </ul>



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	<p>meeting with 250 from our district</p> <ul style="list-style-type: none"> <li>○ 2025 district annual meeting committee has been formed. Looking at Central PA or Washington, DC.</li> <li>○ Susan Best is retiring as district administrator. Looking for a successor.</li> <li>○ Webinar series is going well – hoping for 2 more this year.</li> </ul>
Social Media Accounts	<ul style="list-style-type: none"> <li>● M. McDermott led a discussion on coordination of MASITE communications through bi-weekly emails, Linked In, Facebook, Instagram, and X (Twitter). She would like to see them all update if we are using them. If they aren't all seeing engagement, they should be removed from the sponsor package next year.</li> <li>● R. Biro suggested developing a clear schedule of what gets posted to each platform, including sponsor spotlights. Content could be tailored to each platform for better engagement.</li> <li>● L. Klein recommended having one person in charge of all social media to allow one post to go to all platforms. Sponsor spotlights are scheduled when there are a batch of them to do.</li> <li>● H. Landvater said L. Klein does well with scheduling, but it would be good to have a calendar somewhere instead of getting lost in emails. Then the area coordinators can go in to put out events to prevent the requests for immediate posts.</li> </ul>
Awards Update	<ul style="list-style-type: none"> <li>● No Project of the Year Submissions as of yet; one set of nominations for individual awards.</li> </ul>
Logo Update	<ul style="list-style-type: none"> <li>● J. Quirus reported ITE held a series of Zoom meetings to get all the districts, sections, and chapters to participate, and she attended. Uplift Engagement was hired and presented.</li> <li>● ITE is requesting sections to use the branding "ITE: A Community of Transportation Professionals"</li> <li>● ITE parent logo is not changing. Want to create some alignment, but not sameness, across various logos.</li> <li>● Name is not changing, but deemphasizing the "E" for Engineers to be more inclusive as a home for all transportation professionals.</li> <li>● Changing brand name doesn't require changing legal name in any documents.</li> </ul>



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	<ul style="list-style-type: none"> <li>M. McDermott, S. Gault, C. Martin, R. Biro, and B. Song all agreed to keep the existing MASITE logo. P. O'Halloran would be OK with changing or keeping as is.</li> </ul>
Annual Meeting	<ul style="list-style-type: none"> <li>S. Nale provided an update on the MASITE Annual Meeting. The contract is in place. Working with the hotel to lay out meeting rooms and vendor set up.</li> <li>Call for abstracts has been publicized, but waiting for submissions.</li> <li>Committee meeting on Thursday to establish preliminary budget.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>C. Bloom provided the Central Area update. Positive feedback for ITSPA joint event at Hollywood Casino on 6/13. 2<sup>nd</sup> Annual Disc Golf Tournament on 9/13.</li> <li>K. Opipery provided the Western Area update. Multi-society bar crawl 7/25 to highlight Penn Circle two way conversion; Washington Wild Things multi-society event on 8/8.</li> <li>T. Hartman provided the Eastern Area update. I-95 CAP project at DVRPC in mid-August; Phillies vs. Astros with ITSPA in late August; 5<sup>th</sup> annual Cornhole Tournament on 9/12; ATSPM Workshop at PennDOT D6 on 9/19. T. Hartman will share his new contact info.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>M. McDermott talked with Andy Kaplan about the New Jersey signals group. ITSNJ is incorporating this into their conference in September/October. Next year's MASITE meeting will be closer to NJ.</li> <li>M. McDermott said mentorship is getting ready for the fall with a two-tiered system where advanced members are linked with younger members, and younger members are linked with students.</li> <li>C. Martin inquired about emails from StarChapter about security metrics, to confirm who the responsible party is associated with MASITE's account.</li> <li>L. Klein discussed events being held at ITE International that MASITE is involved with.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>August 6, 2024 via Microsoft Teams</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>Meeting adjourned at 1:23 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		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
Sarah Adsit	Student Chapter Liaison Coordinator	Bowman		X
Jason Molinaro	Awards Chair	Allegheny County DPW		X
Mike Mudry	District Awards	TPD		
Emily Hufnal	Website Coordinator	Rossi Group		
Hannah Landvater	Social Media Chair	RK&K		X
Sidney New	Job Postings	Gannett Fleming		



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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		
			21 Attended	