



MASITE Board Meeting

October 15, 2024

Meeting Minutes

KEY Meeting Objectives

- Q4 events
- Prep for 2025

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 1:01 pm
Previous Minutes	<ul style="list-style-type: none"> • Motion by M. McDermott with second by C. Martin to approve minutes for 7/9/24, 8/12/24, and 9/3/24 board meetings. Approved unanimously.
Treasurer Report	<ul style="list-style-type: none"> • C. Martin provided the Treasurer's report as of 9/30/24. • Motion by M. McDermott with second by C. Martin to transfer profit from golf outing and disc golf to PA/AV Summit to be repurposed for PennDOT Innovation Challenge. Approved unanimously. • MASITE currently can accept electronic payments via StarChapter and a PayPal business account. C. Martin suggested creating a Venmo account. The business account for Venmo would get charged 2.29% + \$0.10 per transaction, which is less than StarChapter's 3.25% transaction fee + \$0.40 per transaction. The board agreed to open a Venmo account.
District Update	<ul style="list-style-type: none"> • P. O'Halloran said he was unable to attend the last meeting, but provided a summary from the minutes. • District is restructuring funding for students. • Student leadership summit and vendor expo are progressing nicely. • Webinars are wrapped up for the year. The past president would stay on the committee for 2 years, so Peter will stay on for next year to mentor the next person taking over. • MASITE concerns with ITE branding were noted. • Jeff Riegner will be taking over for Susan Best as District Administrator.
Student Chapters Update/Committee Chair Re-up	<ul style="list-style-type: none"> • R. Biro has been reaching out to student chapter liaisons about continuing for next year. Teresa Scrocca and Tucker Smith are looking to step down at end of 2025. • Several positions to be filled for 2025: Western Area Coordinator, LinkedIn account, Awards chair. • New vendor chair position will be established in 2025. • S. Adsit reported on the Student Leadership Summit. They are



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	<p>still looking for some speakers on project management, transitioning from school to workforce, and preparing for licensing. They have enough speakers, but could still use some for panels.</p>
Annual Meeting	<ul style="list-style-type: none"> • S. Nale shared a summary of the annual meeting: <ul style="list-style-type: none"> ○ 155 attendees, including 63 sponsors ○ Saved money by using our own technology ○ 120 hotel rooms used ○ 15 vendor tables ○ 13 baskets and 1 donation raised \$1,090 for scholarship
Sponsorship 2025 Planning	<ul style="list-style-type: none"> • L. Klein will be meeting with R. Biro soon to prepare letter to be sent out in early November. No significant changes to sponsorship package planned.
TESC Social	<ul style="list-style-type: none"> • J. Walsh is working with the venue to finalize details. Venue wanted event to end earlier, but she is holding firm based on the amount of money our attendees are spending there.
Area Coordinator Updates	<ul style="list-style-type: none"> • C. Bloom provided the Central Area update. Disc golf had 48 players. Planning to do it again next year same time. Profit will go to Innovation Challenge. Working with ITSPA to hold a joint event in January at Evergrain. • M. McDermott provided the western area update. Mark Magalotti event coming up with Ryan McNary presenting O-D data on 11/6. • T. Hartman provided the Eastern Area update. Recent events included Corn Hole Tournament, ATSPM Workshop, Bike Tour of Philly. Lots of new faces at bike tour, and hope to make this an annual event. Upcoming events: MUTCD joint event with ASHE Southern New Jersey on Thursday; National Highway Products SJTPO presentation in Millville on 11/6; STEM Day at Octorara on 11/14. Two events being planned for 2025.
Open Discussion	<ul style="list-style-type: none"> • T. Hartman said the Central PA Engineers Week nominations are being solicited for awards: Engineer of the Year, Young Engineer of the Year, Educational Outreach, and Technical Achievements. • J. Walsh reported she is working with V. DeFlavia to finalize mentorship program documents to send out before 2025. Attended meeting with S. Adsit to talk about the program and



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	<p>two-tier approach with student chapter presidents.</p> <ul style="list-style-type: none"> • R. Biro shared she may have someone interested in doing welcome emails. Send idea for content to M. McDermott. T. Hartman noted they can be sent automatically from StarChapter. • T. Hartman said he brought up using the member only area of the website a year and a half ago. S. Gault questioned whether it added value due to the extra work to manage user accounts and forgotten passwords. M. McDermott said it would make tickets more complicated for ITE members from other sections. R. Biro added there are other things it could be used for. T. Hartman raised concerns with non-members registering for events with member pricing. • On a motion by M. McDermott and second by R. Biro, the board unanimously approved paying the bills for the two LeadershipITE candidates from MASITE. • Andy Kaplan at NJDOT requested assistance from MASITE to submit advocacy letters for topics such as speed cameras and red light running cameras. Dan Bhaumik has volunteered to write the letters for review by the board. The board approved.
Tabled Items	<ul style="list-style-type: none"> • The following items were tabled until the next meeting: <ul style="list-style-type: none"> ○ MASITE logo ○ District awards ○ Donation
Next Meeting:	<ul style="list-style-type: none"> • November 5, 2024 via Microsoft Teams
Adjourn	<ul style="list-style-type: none"> • Meeting adjourned at 2:00 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	Kleinfelder		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>				
Vacant	Western Area Coordinator			
Cory Bloom	Central Area Coordinator	Gannett Fleming		X
Tyler Hartman	Eastern Area Coordinator	RK&K		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		
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	DeIDOT		
Hannah Landvater	Social Media Chair	RK&K		
Sidney New	Job Postings	Retired		



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Sydney French	WVU Student Chapter Liaison	French Engineering		X
Scott Seibel	PSU Student Chapter Liaison	Michael Baker		
Julia Kovach	Drexel Student Chapter Liaison	RK&K		X
Teresa Scrocca	Villanova Student Chapter Liaison	Pennoni		
Tucker Smith	Delaware Student Chapter Liaison	McCormick Taylor		
Dustin Chickis	University of Pittsburgh Student Chapter Liaison	Michael Baker		
Colleen Clear	Rowan University Student Chapter Liaison	Jacobs		
Vichika Iragavarapu	NJ Signals Committee	WSP		
			16 Attended	