



# MASITE Board Meeting

November 13, 2024

Meeting Minutes

## KEY Meeting Objectives

- Sponsorship
- End of Year Events

Location: Teams Meeting

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> <li>• Meeting started at 1:02 pm</li> </ul>
Previous Minutes	<ul style="list-style-type: none"> <li>• No previous minutes ready for approval.</li> </ul>
Treasurer Report	<ul style="list-style-type: none"> <li>• B. Song gave the treasurer's report for C. Martin.</li> <li>• M. McDermott and B. Song did a mid-year of the budget spreadsheet and worked with C. Martin to correct minor items.</li> <li>• The board unanimously approved moving \$6,200 of unused sponsor perks from Line 2b to Line 17 for the sponsorship program.</li> <li>• The board unanimously approved increasing the scholarship fund expense from \$5,000 to \$8,575.</li> </ul>
District Update	<ul style="list-style-type: none"> <li>• M. McDermott shared the district met Monday to discuss awards. The 2025 MASITE Rising Star candidate will need submitted to the District in March. If you would like to be considered as the 2025 MASITE Rising Star for 2025, please contact M. McDermott.</li> <li>• T. Hartman reported Jeff Riegner will be the new district administrator. Susan Best will be in an advisory role before fully retiring.</li> </ul>
TESC Social	<ul style="list-style-type: none"> <li>• J. Walsh indicated everything is set up for the social, the invitation is out, and people are starting to register.</li> </ul>
Mentorship Program	<ul style="list-style-type: none"> <li>• J. Walsh said the survey/application was adjusted to have a category to be a student mentor/mentee or working professional mentor/mentee. She is hoping to convert application an electronic format.</li> <li>• Will advertise in bi-weekly email to start, and do a separate email if not getting a good response.</li> </ul>
Student Chapters Update/Committee Chair Re-up	<ul style="list-style-type: none"> <li>• R. Biro stated there were no updates on the student chapters. The Student Leadership Summit is Friday.</li> <li>• S. Adsit added the Traffic Bowl will be at the SLS and every school in MASITE is participating. There will be a photo of all participants at 3:20 PM.</li> <li>• R. Biro shared the following regarding committee chairs: <ul style="list-style-type: none"> <li>○ Villanova student chapter liaison – looking to fill for</li> </ul> </li> </ul>



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	<p>2025-26 school year</p> <ul style="list-style-type: none"> <li>○ Delaware student chapter liaison – looking to fill for 2025-26 school year</li> <li>○ Western Area Coordinator – M. McDermott and Mike Mudry are working on</li> </ul> <ul style="list-style-type: none"> <li>● R. Biro asked for potential candidates for the student chapters to be sent to her. The board will vote on the other positions that have candidates identified at the next meeting.</li> </ul>
New Jersey Updates	<ul style="list-style-type: none"> <li>● V. Iragavarapu reported the committee is finally up and running. Brainstorming to set up framework of organization with short-term and long-term goals. The next meeting will be in mid-December. Aiming to have a session or workshop at NJ Transaction conference in April 2025.</li> </ul>
Sponsorship 2025 Planning	<ul style="list-style-type: none"> <li>● L. Klein said the sponsorship package is ready to go out. Planning to send email from Treasurer. Main sponsorship pricing remains the same. The only change was the golf outing was increased.</li> <li>● Will be included in bi-weekly emails after the initial email.</li> </ul>
Nominations for CPEWC	<ul style="list-style-type: none"> <li>● The board unanimously approved submitting Keith Meehan for Young Engineer of the Year and Steve Palmer for Engineer of the Year.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>● M. McDermott shared a written update from C. Bloom. No past events to report. Next event planned for January 23<sup>rd</sup> at Ever Grain with Steve Gault and Mike Dzurko presenting.</li> <li>● M. McDermott provided the western area update. Mark Magalotti event had Ryan McNary presenting O-D data on 11/6. Mark Magalotti provided a brief history of the civil engineering transportation program at Pitt. Next event will be January 28<sup>th</sup> with Jason Molinaro speaking on updates for the Allegheny County DPW.</li> <li>● T. Hartman provided the Eastern Area update. Recent events included MUTCD update and National Highway Products tour with SJTPO presentation. STEM Day at Octorara is tomorrow. Joint meeting with WTS and others on December 10<sup>th</sup> for Philadelphia Airport.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>● R. Biro asked if area coordinators and student chapter liaisons can write up a brief summary of what happened this year for</li> </ul>



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	<p>her to share at the district retreat.</p> <ul style="list-style-type: none"> <li>• S. Adsit encouraged student chapters to apply for awards. Owen Hitchcock would like to identify target chapters that would be competitive for awards such as student momentum.</li> <li>• P. McTish reported Iron Valley Golf Course contacted him with potential dates and pricing for 2025. He has reserved Tuesday, May 6, 2025, but it could be changed.</li> <li>• R. Biro shared the MASITE Annual Meeting will likely be September 28-29 at Bear Creek Resort in the Poconos.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>• December 3, 2024 via Microsoft Teams</li> <li>• First meeting of 2025 will be January 10<sup>th</sup>. The elected board, advisors, area coordinators, and annual meeting chair will meet in person in Lancaster. The remainder of the board liaisons and chairs can call in during the afternoon starting around 1PM.</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>• Meeting adjourned at 1:43 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	Kleinfelder		X
Chad Martin	Treasurer	KCI		
Steve Gault	Secretary	PennDOT		X
Peter O'Halloran	Past President/ District Representative	Carroll Engineering		
<i>Coordinators, Advisors, Chairs, Liaisons</i>				
Vacant	Western Area Coordinator			
Cory Bloom	Central Area Coordinator	Gannett Fleming		
Tyler Hartman	Eastern Area Coordinator	RK&K		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		
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	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		
Scott Seibel	PSU Student Chapter Liaison	Michael Baker		X
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		X
			15 Attended	