



# MASITE Board Meeting

December 3, 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 1:01 pm</li> </ul>
Previous Minutes	<ul style="list-style-type: none"> <li>• Minutes from the October and November were approved unanimously.</li> </ul>
Treasurer Report	<ul style="list-style-type: none"> <li>• C. Martin shared the treasurer's report and highlighted key changes since the prior month.</li> </ul>
District Update	<ul style="list-style-type: none"> <li>• P. O'Halloran reported on district activities.</li> <li>• Kate Russo attended the International Board of Directors meeting in November. The board voted to continue with the rebranding with some caveats. The timeline for implementation has not been determined.</li> <li>• The Penn State Student Leadership Summit was held 11/15. Those who helped were recognized. There were 85 attendees (45 students). Profit from the event is going to student chapters for travel reimbursement.</li> <li>• Vendor expo held on 11/19</li> <li>• Last webinar planned for 12/18</li> <li>• District administrator transition is underway</li> <li>• Leadership retreat confirmed for 1/9 and 1/10 in Lancaster, PA</li> <li>• District annual meeting save the date went out for April in Annapolis</li> </ul>
District Awards	<ul style="list-style-type: none"> <li>• M. McDermott shared information for M. Mudry (unable to attend)</li> <li>• The District's Volunteer of the Year is due in 3 days</li> <li>• International awards: MASITE will need to provide a rising star.</li> <li>• Student awards: M. Mudry willing to help R. Biro and S. Adsit</li> <li>• Distinguished educator awards: Please share suggestions with M. Mudry</li> </ul>
Rebranding	<ul style="list-style-type: none"> <li>• M. McDermott indicated M. McDermott, C. Martin, and S. Gault attended ITE webinars discussing rebranding in October. This will be a major initiative next year.</li> <li>• M. McDermott shared that ITE wants sections to congratulate people who received certifications, and a list was made available. This can be included in bi-weekly emails.</li> </ul>



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Board Appointments	<ul style="list-style-type: none"> <li>• The board unanimously approved the following appointments on a motion by M. McDermott and second by P. O’Halloran:               <ul style="list-style-type: none"> <li>○ Social Media: Paige Braude</li> <li>○ Legislative Chair: Dan Bhaumik</li> <li>○ Awards Chair: Leila Bouabdellaoui</li> <li>○ Membership Chair: Melissa Mo</li> </ul> </li> <li>• R. Biro said she is still looking for student chapter liaisons for Delaware and Villanova for the 2025-2026 school year.</li> </ul>
Sponsorship	<ul style="list-style-type: none"> <li>• L. Klein shared there is 1 more sponsor spotlight for 2024 which will go out tomorrow. Spotlights will continue to be accepted on a rolling basis.</li> <li>• L. Klein provided an update on 2025 sponsors. Anticipating the number of sponsors will tick up from last year. A couple companies merged, and there a few new ones being recruited.</li> <li>• 2024 sponsorship graphic will likely remain in use through March until there is a full commitment of new sponsors.</li> <li>• L. Klein requested the sponsorship graphic be posted on social media after TESC to thank the 2024 sponsors.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>• C. Bloom shared the Central Area update. 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. Allegheny County event at end of January. West Virginia is looking at another meeting in Morgantown; likely joint with student chapter. Mingle at WVU held a few weeks ago with over 35 students and several speakers.</li> <li>• T. Hartman provided the Eastern Area update. One multi-society event left for 2024, then starting to plan out 2025.</li> <li>• C. Bloom asked about having an agency registration rate. M. McDermott suggested capping the agency price at \$35 for area technical events.</li> </ul>
Mentorship	<ul style="list-style-type: none"> <li>• J. Walsh will send info to include in next bi-weekly to solicit interest.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>• M. McDermott asked for any items for the MASITE Operations Manual to be sent to her by Christmas.</li> <li>• L. Klein is going to Rowan to speak to the ASHE student chapter and asked if there is anything she could do to support the ITE</li> </ul>



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	<p>student chapter.</p> <ul style="list-style-type: none"><li>• P. O'Halloran shared remarks as his tenure on the board comes to an end. He will stay involved with the district webinar committee and the Section's Annual Meeting Committee. M.McDermott thanked Peter on behalf of the Board and the membership for his leadership.</li></ul>
Next Meeting:	<ul style="list-style-type: none"><li>• January 10, 2025 - 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 1:51 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		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		
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		X
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		
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		X
Colleen Clear	Rowan University Student Chapter Liaison	Jacobs		
Vichika Iragavarapu	NJ Signals Committee	WSP		
			17 Attended	