



# MASITE Board Meeting

January 10, 2024

Meeting Minutes

## KEY Meeting Objectives

- 2025 Priorities
- Student Chapter Funding

Location: In Person – Lancaster Marriot at Penn Square

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> <li>• Meeting started at 12:53.</li> </ul>
President's Address	<ul style="list-style-type: none"> <li>• R. Biro discussed her priorities for the coming year, including mentoring, social media and volunteering.</li> </ul>
Previous Minutes	<ul style="list-style-type: none"> <li>• Minutes from the December meeting were approved unanimously. T. Hartman requested that the Coordinators be provided with meeting minutes as they were inadvertently dropped off at some point. J Molinero agreed to do so.</li> <li>• General discussion regarding future monthly Board Meeting day/time as first Tuesday of month proved challenging for C. Martin. Agreed by all to use Second Tuesday of month.</li> </ul>
Treasurer Report	<ul style="list-style-type: none"> <li>• C. Martin shared the treasurer's report and reviewed the financial statement for the end of 2024. Of note, we had budgeted to lose ~\$8,600, but due to expenditures being less than anticipated finished year with +~\$6,000.</li> <li>• C. Martin reviewed each of the categories of the budget, and noted we are budgeting to lose money on area events, to keep our registration fees reasonable. Not all sponsors are using their area meeting perks. T. Hartman asked about whether we wanted to change agency rates for events. M. McDermott said that nonmember attendance payments balance that out.</li> <li>• Dues are going up slightly (to \$25 per person), and not projecting an increase in membership.</li> <li>• Traffic Bowl support is included to assist whatever student section wins to be able to attend the national competition.</li> <li>• Discussion regarding keeping Mentoring Event in budget. Consensus from J. Walsh and R. Biro to keep it in.</li> <li>• S. Adsit sought clarification as to why the student funding was increased from \$500 to \$800. R. Biro stated that the students are using it, and with the rising costs of travel and expenses it made sense. M. McDermott stated that it helps students feel supported. C. Martin added that Villanova student chapter rented a vehicle for Student Leadership Summit, and this</li> </ul>



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	<p>funding can support them for expenses like that.</p> <ul style="list-style-type: none"> <li>L. Klein requested a high-level informational graphic to show where the money is going as it pertains to helping student chapters. M. McDermott was concerned with scammers seeing MASITE budgets. S. Gault suggested a graphic that instead shows things that the students were able to DO as a result of the funding that they receive. It was decided that H. Landvater and E. Hufnal could work on this.</li> <li>R. Biro states that budget will not be approved at this meeting but instead at February Board Meeting.</li> </ul>
Sponsorship	<ul style="list-style-type: none"> <li>L. Klein provided an update on 2025 sponsorships. The sponsorship package technically closes at 10pm on 1/10. MASITE is at 44 sponsors, 14 gold sponsors (which could jump to 17), 11 silver sponsors. We are already collecting higher \$ value. Bronze has been trickling in. L. Klein does not anticipate having a solid number for another 2 weeks.</li> <li>L. Klein stated we have 4 tee box sponsors for golf outing and 4 registered exhibit tables at Annual Meeting. Overall communication is very good with sponsors.</li> <li>L. Klein asks if there could be TOO MANY sponsors. The general consensus is no, and J. Walsh suggests not limiting, but starting new initiatives to make it worth their while.</li> <li>L. Klein stated to continue using 2024 sponsorship graphic, new one won't be available until February.</li> </ul>
Annual Events	<ul style="list-style-type: none"> <li>Golf Outing: P. McTish stated that contact has been made with Iron Valley Golf Course. Event is penciled in for 5/6/25 at 8:30am. Slight increase in price from course from \$5200 to \$5600, but P. McTish sees no issue with way attendance has been. P. McTish considers it a break-even event, so he takes extra and puts it towards additional prizes and \$500 to a STEM program, may want to consider supporting PennDOT Innovations Challenge as a donation. All who voiced an opinion were in agreement with that. P. McTish noted it is the 20<sup>th</sup> year for outing so it should be recognized.</li> <li>Annual Meeting: M. Ta stated that venue is Bear Creek – 9/28 to 9/29, and deposit has been placed. Activities under consideration includes bonfire. R. Biro noted that the PSU SLS</li> </ul>



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	<p>had a nice nametag example printed on paper that we should try to use. L. Klein stated that ITS New Jersey used something similar and may know a vendor. T. Hartman asked when there would be a call for volunteers, and M. Ta said soon, after they have a meeting with Bear Creek, and T. Hartman responded that it should be by February. R. Biro stated that call for abstracts should go out soon.</p> <ul style="list-style-type: none"> <li>• Penn State Social – J. Walsh stated that over 350 attendees from last year was our top number ever, and stated that they may be looking to get a bigger venue. S. Gault stated that conference hit capacity last year, so it may not get bigger. Biggest issue with venue was that food was not coming out fast enough.</li> </ul>
Scholarship	<ul style="list-style-type: none"> <li>• Completed pending award amounts this year. Group strongly in favor of increasing it to \$1000 as this looks better as a whole amount.</li> </ul>
District Awards	<ul style="list-style-type: none"> <li>• R. Biro solicits the Board’s opinion on the Project of the Year. R. Biro is concerned that it is redundant if the District is now adding a Project of the Year. Discussion ensues as to whether to remove it altogether, or to better align our application to the District. J. Walsh and S. Gault are against removing it altogether. S. Gault says the Section award still has value in a smaller pool of candidates, and that if applications align with the District or ITE applications then MASITE should accept them.</li> <li>• R. Biro says a better understanding of the various applications is necessary and more thought on which way we want to go. Suggestion is to have M. Mudry and L. Bouabdellaoui look into this and come to a meeting with a recommendation.</li> </ul>
Mentorship	<ul style="list-style-type: none"> <li>• J. Walsh explained that we are revitalizing the mentorship programs where students are mentored by young professionals, and young professionals are mentored by more senior professionals. R. Biro suggested a mid-February deadline that could be implemented in March.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>• Western: M. McDermott explained that J. Molinero will be speaking at a western area event on 1/28, and that we are looking to have a West Virginia event in February and another</li> </ul>



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	<p>Pittsburgh event in March.</p> <ul style="list-style-type: none"> <li>• Central: C. Bloom explained that there is a Central event with S. Gault and Mike Dzurko on 1/23. Corey hopes to have another event early to mid-April and then the golf outing in May and then another Hollywood Casino event in July and disc golf in September. A mini-golf outing would complete the golf trifecta, maybe before disc golf, and then possibly a final event in November or December.</li> <li>• Eastern: T. Hartman explained that he is trying to limit to 12 events this year. T. Hartman solicited feedback on a “Touch a Truck” event where large vehicles and equipment are parked in a large parking area and professionals and STEM students can see them in person close up and talk to people who use them and can describe them and how they work. Discussion ensued as to where the appropriate venue was and whether such an event would be a success.</li> <li>• R. Biro requested quarterly updates from each of the Area Coordinators and discussed potentially using shared calendars. L. Klein suggested including other organization’s events (e.g. ASHE) so that we can avoid conflicts. R. Biro suggested further discussion at a future board meeting.</li> <li>• T. Hartman suggested removing Area events out of the bi-weekly emails. R. Biro suggested that condensing them could be a modification that could work. Discussion ensued as to what needs to be taken out of bi-weekly emails, such as pictures, and that as they exist currently important information gets buried. J. Molinero agreed to consider condensing future bi-weekly emails.</li> </ul>
STEM	<ul style="list-style-type: none"> <li>• T. Hartman desires to see STEM go to other regions, but that he does not think he could do STEM in Pittsburgh, for example. T. Hartman recommends a regional STEM Committee. Much discussion ensues about the best way to approach this, and how to get individuals who are willing to volunteer for this involved. Other organizations already do these events and we should try to volunteer with them.</li> <li>• Transportation Camp is a one-day conference to get college students into Transportation related fields based on their interests. Even students that are pursuing degrees in</li> </ul>



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	<p>something like information science may see that transportation could be a field where their skills apply. T. Hartman requested MASITE's participation financially (\$750) and the Board unanimously agreed.</p>
<p>Student Chapter Updates</p>	<ul style="list-style-type: none"> <li>• WVU: 3 of 4 student officers retained, no events planned. Request that M. McDermott make same presentation that she gave at student leadership summit. M. McDermott suggests that a presentation this semester, and a mingle next semester.</li> <li>• Drexel: Conditional approval received from Drexel administration so they can start building membership. Desire to have a table at Transportation Camp and a Transition to Workforce panel.</li> <li>• Penn State: No events planned, but Liaison intends to reach out, wants to focus on maintaining leadership after graduation.</li> <li>• Pitt: M. McDermott and D. Chickis went to Friday seminar to plug ITE and the Magalotti scholarship. They are planning to do a spring semester transportation only career fair.</li> <li>• S. Adsit intends to schedule a kickoff meeting with all student chapter liaisons, and with student chapter presidents to explain things, how we want students to get involved, and to inform them that MASITE is here to support them and help their networks grow. S. Adsit explained that we would like to have stronger student participation for outstanding student chapter momentum award, as they may not know that it exists and how to apply. S. Adsit stated that is likely that the next Student Leadership Summit is going to be somewhere in the MASITE. S. Adsit would like to know exactly where all of the student funds are going, and if there are any issues with students accessing them. S. Adsit would like to have additional discussion with the MASITE Board and student liaisons so that we all know what is going on.</li> </ul>
<p>Rebranding</p>	<ul style="list-style-type: none"> <li>• ITE is going through the brand evolution process. Additional recommendations to come, at which point the MASITE Board will have further discussions.</li> </ul>
<p>Website</p>	<ul style="list-style-type: none"> <li>• E. Hufnal states that she made updates to the website and asks that everyone let her know if any discrepancies are found.</li> <li>• The Past Presidents page does not have certifications right for</li> </ul>



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	<p>some of the people, E. Hufnal asks folk to check and let her know of errors.</p> <ul style="list-style-type: none"> <li>• Discussion regarding lifetime members, as some have surely passed away and should be removed.</li> <li>• M. Mo will be pulling new members from ITE and crafting a welcome email that could be sent to new members and to possibly solicit for volunteers.</li> </ul>
Communications	<ul style="list-style-type: none"> <li>• R. Biro desires to streamline communications. P. Braude is on board with social media, which will start in March as a new initiative. Discussion ensued about creating LinkedIn pages for student chapters.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>• File Sharing Storage: There is a MASITE OneDrive that was started years ago and has been used sporadically. Song will be taking over the OneDrive initiative. C. Martin says that we have 10 GB of storage in StarChapter but no idea how to access.</li> <li>• L. Klein thinks that our sponsors should be allowed to post internships on the MASITE website.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>• February 4, 2025, at 1 PM - Virtual</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>• Meeting adjourned at 3:52 pm.</li> </ul>



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Name	Position	Organization	Attendance	
<i>Executive Board</i>			In Person	Call
Becky Biro	President	RK&K	X	
BJ Song	First Vice-President	Kleinfelder	X	
Steve Gault	Second Vice-President	PennDOT	X	
Chad Martin	Treasurer	KCI	X	
Jason Molinero	Secretary	Allegheny County	X	
Megan McDermott	Past President/ District Representative	ms consultants	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	
Theresa DeAngelo	Annual Meeting Chair	Benesch	X	
Marvin Ta	Annual Meeting Chair	Pennoni	X	
Vichika Iragavarapu	NJ Signal Tech Committee	WSP	X	
Greg Frisby	Scholarship Chair	WRA		X
Patrick McTish	Golf Outing Chair	Michael Baker		X
Sarah Adsit	Student Chapter Liaison Coordinator	Bowman	X	
Leila Bouabdellaoui	Awards Chair	City of Pittsburgh		
Mike Mudry	District Awards	TPD		
Emily Hufnal	Website Coordinator	DeIDOT		X



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Melissa Mo	Membership Chair	HNTB		
Hannah Landvater	Social Media Chair	RK&K		X
Paige Braude	Social Media Chair	Toxcel		X
Sidney New	Job Postings	Retired	X	
Sydney French	WVU Student Chapter Liaison	French Engineering		X
Scott Seibel	PSU Student Chapter Liaison	Michael Baker		X
Julia Kovach	Drexel Student Chapter Liaison	RK&K		X
Jason Chen	Villanova Student Chapter Liaison	Bowman		X
Tucker Smith	Delaware Student Chapter Liaison	McCormick Taylor		
Dustin Chickis	University of Pittsburgh Student Chapter Liaison	Michael Baker		X
			25 Attended	