



MASITE Board Meeting

March 11, 2025
Meeting Minutes

KEY Meeting Objectives

- Google Calendar
- ITE Brand Evolution

Location: In Person – Virtual

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 1:01.
Previous Minutes	<ul style="list-style-type: none"> • Minutes from the February meeting were approved unanimously.
Treasurer Report	<ul style="list-style-type: none"> • C. Martin reported that there were 13 outstanding firms who needed to pay their sponsorship dues. • C. Martin indicated that there was not too much to report on the expense front, and that he paid the incorporation bill for the year. • C. Martin stated that S. Palmer did an audit of the books for 2024 and C. Martin is getting ready to get started with taxes for this year. Taxes for MASITE are due one month after personal taxes, so May 15th.
Mentorship	<ul style="list-style-type: none"> • J. Walsh stated that we have the final list of participants in the mentoring program, and that 32 people signed up. The goal is to review the list and come up with matches, and J. Walsh would like M. McDermott and R. Biro's to assist. • It is possible that they may need to fill holes and reach out to other folks if necessary, there are currently more mentors than mentees. Ideally, J. Walsh would like to have matches within an area so that they can meet in person if they would like to. • J. Walsh stated that she wants to kick off the mentoring program in April.
Google Calendar	<ul style="list-style-type: none"> • R. Biro explained that she would like to move towards the direction of a Google calendar. R. Biro would like to start with social media coordinators and area events as a pilot and then expand to everything. • The intent of the Google Calendar is to have other area non-MASITE events so that we do not create conflicts. • R. Biro would like the bi-weekly emails on the calendar so we can remember all of these. Executive Board members and Area Coordinators will be joining the Google Calendar, as will anyone else who is interested in joining. • R. Biro explained that only google emails can work with the



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	<p>calendar, so for some that will be personal email addresses.</p> <ul style="list-style-type: none"> • There is discussion of the email notifications that individuals will receive to access the calendar, and some on the call indicate that they successfully received the email notification. • T. Hartman asked if we should still send an email to Paige, Lindsay and Jason for area events. R. Biro said to continue to do that for the next month, but to try to put things in the calendar because that will be the primary means of communication moving forward.
Golf Outing	<ul style="list-style-type: none"> • P. McTish explained that registration went out to the public for the golf outing on 3/10/25. Registration is open until the end of April, with an early-bird registration through mid-April with a lower rate. Some folks have registered, and others have offered to volunteer. • P. McTish indicated that he now has access to Star Chapter so he can access registration details. • P. McTish stated that the cost for the event is roughly the same as previous years, so they are on track budget-wise. • R. Biro stated that we would like to use the golf outing as a way of standardizing social media and emails and asks P. McTish to coordinate with P. Braude on that.
Awards	<ul style="list-style-type: none"> • R. Biro reminded the group that this has been an ongoing agenda item since the District announced their Project of the Year award. • M. Mudry compared what we had been doing and what we could be doing and shared that with L. Bouabdellaoui, M. Ta and T. DeAngelo. • One barrier that M. Mudry identified is the July timeframe for the announcement of the Section Project of the Year competition. M. Mudry stated that it should be moved earlier, such as in April or May when the Call for Abstracts goes out. • M. Ta stated that he thought it was a good idea to present the Project of the Year (top 3) at the Annual Meeting, and the winner gets announced at lunch. • J. Molinero stated that he thought it was a good idea to move the solicitation for POY earlier in the year, as he was surprised by how far it was into the year in 2024 before he had to



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	actually do anything.
Annual Meeting	<ul style="list-style-type: none"> T. DeAngelo thanked everyone who had volunteered so far, they had 16 volunteers, and that a kickoff meeting would be held in April.
Area Coordinator Updates	<ul style="list-style-type: none"> Eastern: T. Hartman stated that the Eastern Area has an event at Signal Service’s facility on 3/20, and that there are 16 registrants so far. T. Hartman explained that they also have an MPO roundtable on 4/3, and that he would be ramping up advertising for that event. T. Hartman was working on an event in Delaware and anticipated one or 2 events in April and May. Western: The Western area had an event back in late January. A. Lucas then indicated that there was a Softball event scheduled in June with ASHE Pgh and was looking at another event with SPC. M. McDermott has been a big help in getting A. Lucas up to speed. Central: C. Bloom was unavailable but provided R. Biro with his updates. C. Bloom had been working on an event with Tri-County, but that is now looking like it would be pushed to the fall. There was a potential idea to do an event with the City of Lancaster in the meantime.
STEM	<ul style="list-style-type: none"> T. Hartman participated in a STEM outreach event on 3/10/25 with CAPSITE. On 3/22/25 is a Transportation Camp at Drexel University. T. Hartman explained that MASITE is looking to do an event with the Philadelphia area school district. In May, an event will be held at District 6 for the Dare to Dream Career Week, with different vehicles and equipment from contractors and PennDOT on display for the kids to experience. T. Hartman reminded the group that there is a one-page STEM handout available from MASITE if anyone is interested in distributing to their children’s schools. T. Hartman explained that volunteers are always the limiting factor when it comes to STEM events, but that none of the current events were in need of volunteers.
Open Discussion	<ul style="list-style-type: none"> R. Biro explained that we submitted Keith Meehan for the District Rising Star award, and that we should hear in the



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	<p>coming weeks if he was selected over CAPSITE's nominee. We did not submit for the Momentum Award or Outstanding Section since we won Outstanding Section last year.</p>
<p>Brand Evolution</p>	<ul style="list-style-type: none"> • S. Young reminded the group that ITE International is going through a branding change. ITE submitted materials to the District regarding the branding that are being digested, and their plan is to set up a small group with one or two representatives from each of the Sections. • First ask to MASITE would be to identify two individuals to represent MASITE in the discussions within the next week. Engagement sessions are being put on by ITE Corporate in April, so they want the meeting with the Sections to occur in the couple weeks preceding those. • These representatives from MASITE who attend these meetings should go back to the MASITE Board with findings and expects them to be a conduit between District and Section.
<p>Next Meeting:</p>	<ul style="list-style-type: none"> • April 8, 2025, at 1 PM - Virtual
<p>Adjourn</p>	<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
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		
<i>Coordinators, Advisors, Chairs, Liaisons</i>				
Austin Lucas	Western Area Coordinator	CEC		X
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		
Lindsey Klein	Sponsorship Coordinator	Imperial		
Theresa DeAngelo	Annual Meeting Chair	Benesch		X
Marvin Ta	Annual Meeting Chair	Pennoni		X
Vichika Iragavarapu	NJ Signal Tech Committee	WSP		
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		X
Mike Mudry	District Awards	TPD		X
Emily Hufnal	Website Coordinator	DeIDOT		X



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Melissa Mo	Membership Chair	HNTB		X
Hannah Landvater	Social Media Chair	RK&K		
Paige Braude	Social Media Chair	Toxcel		X
Sidney New	Job Postings	Retired		
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
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		
Teresa Scrocca	Villanova Student Chapter Liaison	Pennoni		
Kate Russo	MCDITE International Director	RK&K		X
Seth Young	ITE Brand Evolution	STV		X
			22 Attended	