



# MASITE Board Meeting

*April 8, 2025  
Meeting Minutes*

## **KEY Meeting Objectives**

- Google Calendar
- Area Coordinator duties

Location: In Person – Virtual

<b>Agenda Item</b>	<b>Description</b>
Call to Order	<ul style="list-style-type: none"> <li>• Meeting started at 1:01.</li> </ul>
Previous Minutes	<ul style="list-style-type: none"> <li>• Minutes from the March meeting were approved (M. McDermott made motion, R. Biro seconded).</li> </ul>
Treasurer Report	<ul style="list-style-type: none"> <li>• C. Martin was absent, so B. Song introduced the Treasurer Report.</li> <li>• Taxes to be coming next month, due on May 15th.</li> <li>• There are 4 companies that have not yet paid their sponsorship fees, but M. McDermott said that it is something they are working on.</li> </ul>
Google Calendar	<ul style="list-style-type: none"> <li>• R. Biro stated that some people have submitted their personal email addresses to be able to access the Google calendar and asked whether anyone had any issues accessing. J. Walsh stated that she had issues but thought it was related to HDR and trying to get to it while at work and gmail being blocked.</li> <li>• L. Klein said that she has added Sponsor Spotlights to the Google calendar and wanted to ensure that we are fully committed to the calendar. R. Biro stated that there is a meeting next week with P. Braude, H. Landvater, and E. Hufnal to review the calendar and it will be used moving forward.</li> <li>• T. Hartman asked if it would be helpful to create a form to let people know what needs to be in a social media post. R. Biro said that idea made sense and would meet with the social media team to discuss, which may lead to looping in Area Coordinators and Secretary when it comes time to develop the form.</li> <li>• T. Hartman noted that there are times when multiple folks want to put something out on the same day, and we need to figure out how to handle that.</li> </ul>
Golf Outing	<ul style="list-style-type: none"> <li>• P. McTish stated that the registration for the Golf Outing is active has been put in the bi-weekly email and on social media.</li> <li>• P. McTish explained that there have been 52 folks who have signed up and 12 sponsors, so we are on track with the years past. P. McTish will be sending out a reminder directly to past</li> </ul>



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	<p>participants to ensure that they were aware that the Golf Outing registration for 2025 was now open</p> <ul style="list-style-type: none"> <li>• P. McTish explained that he has coordinated with the golf course, and everything is set for the lunch afterward.</li> <li>• M. McDermott asked if there were enough volunteers. P. McTish replied that they did but that if M. McDermott was interested in volunteering that could be arranged.</li> </ul>
Annual Meeting	<ul style="list-style-type: none"> <li>• T. DeAngelo provided an update on the Annual Meeting. The first committee kickoff meeting was scheduled for that Friday (4/11), and there was an uptick in volunteers after the last Board Meeting.</li> <li>• R. Biro noted that she was meeting with J. Molinero and L. Bouabdellaoui on 4/10 to review the Awards component, and that we would be doing away with the picture boards requirement for the “project of the year”, with the hope being that this would increase the number of submissions.</li> </ul>
Scholarship	<ul style="list-style-type: none"> <li>• G. Frisby provided an update on the scholarship. We had 4 applicants, 2 graduate students and 2 undergraduate students. Schools represented were Penn State, Geneva and Carnegie Mellon. Past presidents will provide scoring based on review of the applications.</li> <li>• R. Biro asked whether there would be a committee and G. Frisby states that they are getting ready to start forming that, and with only 4 applications, it should not be too much to ask of folks in terms of review.</li> </ul>
Area Coordinator Updates	<ul style="list-style-type: none"> <li>• Western: A. Lucas asks about an email he received for a social event with ASCE Pgh Young Member Forum and if MASITE would be interested in co-sponsoring. The buy-in for the event required for MASITE would be \$350, and May 16<sup>th</sup> is the date. This event has 8 different organizations involved and only charges \$5. R. Biro asked if we have done it before, M. McDermott replies that we have not, but that there have been joint social events like this in the east. Discussion ensued about MASITE’s promotion as a technical organization, and whether there are too many socials. R. Biro stated that it made sense that things get a little less technical in the summer, but we don’t have anything in May that this social would be taking</li> </ul>



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	<p>away from and that we should look to get something technical scheduled in the fall. Other western events in the works included an event with the SPC, the 6/14 Joint Softball game with ASHE Pgh, and the Washington Wild Things event in August. R. Biro asked about the western budget and whether it was sufficient to cover the upcoming program, and A. Lucas said that he would discuss with M. McDermott.</p> <ul style="list-style-type: none"> <li>• Central: C. Bloom was unavailable but provided R. Biro with updates, which included an event on 6/3 with the Pennsylvania Turnpike Commission regarding their transition to Open Road Tolling.</li> <li>• Eastern: T. Hartman stated that the Eastern Area had a Signal Service event back on 3/20 and in April an MPO Round Robin. T. Hartman was working on a Multimodal panel at the University of Delaware and was waiting to confirm to broadcast that event. May 31 would be a joint Top Golf social with ASHE Delaware Valley. R. Biro mentioned a pavement marking company that may want to do a tour/demonstration, but T. Hartman noted that there might be a few sponsors who offer that same type of information and we should give them the option first.</li> <li>• General discussion ensued about whether having three District Coordinators makes sense. R. Biro stated that she saw it as a second half of the year discussion, but wanted to get the idea of how these are structured on folks' minds for consideration. R. Biro said that she knows it is a lot of work working with all the different regions. T. Hartman says that it is an important discussion to have, he knows that there are four other areas in the Eastern Area he sometimes has a hard time reaching. Area Coordinators can only be in so many places at once and there are limitations that folks may not want to sign up for 3 years. T. Hartman would like to see the Area Coordinator position be more sustainable for the future. M. McDermott said that as voting board members, we need to revisit areas that were set up in 1997 (and did not include West Virginia originally). For the West to get to Charleston, for example, is not practical. M. McDermott is worried we're not serving those types of locations members and that this should be looked into. M.</li> </ul>



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	<p>McDermott mentioned that P. O’Halloran had once proposed two eastern coordinators. S. Gault thinks we could have more than three Coordinators and that the West – Central – East split is very PA centric, so maybe there should be separate ones for West Virginia and New Jersey. R. Biro thought this would mean more volunteers, but perhaps it would attract more volunteers too.</p> <ul style="list-style-type: none"> <li>L. Klein said that she thought, for example, that it could be the Eastern Area Coordinator’s job to delegate among the different subsections of the eastern area. L. Klein was worried about too many area coordinators and how to manage it might be difficult, but the Section Leads under the Area Coordinators might be a better way to go long term. R. Biro said that she brought that question up to C. Bloom, and while the Central region is a little less expansive, even having a Harrisburg vs. State College go-to person could help. It seemed like there were two main ways to consider it – many Coordinators, or the same number of Coordinators, but sub-leaders that they can delegate to for certain areas.</li> <li>T. Hartman cautioned about going into new markets, and that there could be financial losses at their events.</li> <li>R. Biro stated good discussion overall, and that this topic will return to the agenda in the fall.</li> </ul>
Brand Evolution	<ul style="list-style-type: none"> <li>S. Gault has been working with S. Young, who is representing the District for the Brand evolution.</li> <li>S. Gault shared three logo options – two of which were logos and one of which was an acronym. If we want to keep the “MASITE” name, we were going to need to go with Option C. M. McDermott asks if we can have two logos – one with an acronym and one with a logo. K. Russo says that only one was the intent.</li> <li>M. McDermott asked if the committee would be developing the new logo and how the student chapters would be handled. S. Gault said that the student chapters are straight forward, with the university name and optional university logo. M. McDermott mentioned that back in the day some logos were created for some of the student chapters.</li> <li>S. Gault asked if anyone wanted to go with the icon and NOT</li> </ul>



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	<p>keep the MASITE acronym. No one was in favor of this option, so they will go with Option C that includes “MASITE”. MASITE will be in capital letters now, and not lower case.</p> <ul style="list-style-type: none"> <li>• S. Gault indicated that the only remaining option will be color. The teal green in the demo versions is what can change to what you want. S. Gault thinks that CAPSITE will probably pick the acronym as well, so an option would be for both MASITE and CAPSITE to go with the same color. S. Gault recommended seeing what CAPSITE is doing first and considering both Sections going with the same color if possible.</li> <li>• M. McDermott asks what the color options are, and S. Gault replies that you can pick from the Tertiary color palette, lots of blues and greens and other warmer colors. There have been some suggestions that we should both MASITE and CAPSITE pick the same color to be consistent. R. Biro asks if we know whether the District has picked a logo. S. Gault says that they can have the same options and thinks that Mid Colonial will pick an icon rather than an acronym.</li> <li>• R. Biro says that the goal is to have the new logo ready in time for the Annual Meeting. R. Biro asks S. Gault what the next steps are. S. Gault says there is a form that needs to be filled out this month. More like a questionnaire. McCormick Taylor is going to handle the graphics. If there are costs associated, we can document what those are so that we can potentially get reimbursed (for example if new sponsor boards need printed, etc.). R. Biro asks S. Gault to send around the form at least one week in advance to the voting board.</li> <li>• It is noted that we will lose the “Birthplace of ITE” designation and skyline of the two cities.</li> </ul>
STEM	<ul style="list-style-type: none"> <li>• T. Hartman would like to do a STEM spotlight on Wednesdays that we do not have a Sponsor email. We could do event recaps to potentially inspire more people to want to volunteer. Everyone on the call is on board with this idea.</li> <li>• T. Hartman is in need for volunteers for various time slots for the Philadelphia School District STEM events. L. Klein provides a Google form in the chat for folks to volunteer to support some of Tyler’s events. M. McDermott talked about how rewarding and rejuvenating these events can be and how</li> </ul>



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	impressed the students are by what we do, and we might inspire them to do the same type of work in their lives.
Open Discussion	<ul style="list-style-type: none"> <li>• R. Biro shares the good news that K. Meehan won the Rising Star award at the District level. R. Biro noted that K. Meehan could ultimately win Young Engineer of the Year.</li> <li>• J. Walsh stated that she is still working on setting up the Mentoring Program and intends to reach out to R. Biro.</li> <li>• R. Biro noted that M. Mo is working on getting new member emails out to new members in StarChapter.</li> <li>• B. Song said that the 2026 Student Leadership Summit planning is going well.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>• May 13, 2025, at 1 PM - Virtual</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>• Meeting adjourned at 2:05 PM (B. Song motions, M. McDermott seconds).</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		
Jason Molinero	Secretary	Allegheny County		X
Megan McDermott	Past President/ District Representative	ms consultants		X
<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		X
Theresa DeAngelo	Annual Meeting Chair	Benesch		X
Marvin Ta	Annual Meeting Chair	Pennoni		
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		
Mike Mudry	District Awards	TPD		
Emily Hufnal	Website Coordinator	DeIDOT		



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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		
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
Teresa Scrocca	Villanova Student Chapter Liaison	Pennoni		
Kate Russo	MCDITE International Director	RK&K		X
			18 Attended	