



MASITE Board Meeting

July 8, 2025
Meeting Minutes

KEY Meeting Objectives

- Annual Meeting
- Nominations and Appointed Positions

Location: Virtual

| Agenda Item | Description |
|------------------|--|
| Call to Order | <ul style="list-style-type: none"> • Meeting started at 1:01 PM. |
| Previous Minutes | <ul style="list-style-type: none"> • Minutes from the June meeting were approved (C. Martin made motion, M. McDermott seconded). |
| Schedule Review | <ul style="list-style-type: none"> • R. Biro looked ahead at the calendar. The next MASITE Board meeting will conflict with ITE International. May need to reschedule the Board meeting currently scheduled for August 12th. • R. Biro provided everyone with a reminder to coordinate their information with Bi-Weeklies and not send multiple emails on the same day. |
| Treasurer Report | <ul style="list-style-type: none"> • C. Martin shared Treasurer Report. Final sponsorship pavement is in. New record for sponsorship payments overall. • C. Martin mentioned that credit card requirements had to be added to Star Chapter, and that is a newer requirement, something to work through for the next Treasurer but seems to be functioning properly. |
| Brand Evolution | <ul style="list-style-type: none"> • R. Biro shared first drafts of new options for MASITE logo. S. Gault explained the new color options. • R. Biro questioned if Mid Colonial District needed to be in logo, and S. Gault confirmed that it is required. • S. Gault confirmed that we will need to use capital letters as opposed to lower case letters. If anyone has any preferences on colors please send those along. CAPSITE is going with red to match the capital theme of red, white, and blue. • R. Biro asked what the next steps are from here? M. McDermott mentioned that the District planned voting among members for the creation a new name. M. McDermott explained that there is confusion between “mid-colonial” and “mid Atlantic”. The District may be rebranding to some degree, and it is unclear the timeline or if/when it would happen. • S. Gault said we are allowed to pick our own color, but noted that the mid colonial website includes the CAPSITE and MASITE |



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| | <p>logo so the colors not clashing makes sense to confirm to a degree. S. Gault mentioned that the blue-green options mesh better with the logo making it read “MASITE” as opposed to “MAS”, and then “site”.</p> <ul style="list-style-type: none"> • R. Biro explained that we will be printing materials in the next month and a half or so for the annual meeting. • S. Gault asked if the Board had any feedback after this meeting to let him know. |
| Annual Meeting | <ul style="list-style-type: none"> • M. Ta provided an update. Next meeting is this Friday. Hoping to have bi-weekly meetings following update this week. Call for abstracts has been extended to this week and there are 4 Project of the Year submissions and 11 presentations overall. • Budget for Annual Meeting and Past Presidents Dinner has been identified. • AV Budget seemed reasonable, but the documented quote is pending. • R. Biro asked for coordination with the venue on additional payment that may or may not have been part of the contract. Venue offered if we wanted smaller payments in advance of meeting or pay after all at once. Typically, we pay all at once in the end, although this is not a requirement and more of an option. • M. McDermott stated that it is up to C. Martin, but that there is a cap as to how much can leave the account on a single day. C. Martin was open to small payments being doable. • M. Ta encouraged everyone on the line to encourage fellow employees to consider submitting abstracts, and R. Biro suggested particularly in PennDOT District 5 given the meeting location. |
| Area Coordinators | <ul style="list-style-type: none"> • Western – A. Lucas stated that there is a Washington Wild Things event on 8/1 and that registration is open. The Joint Meeting with the student chapter for the Mark and Roni Magalotti scholarship dinner is 11/5. • Central – C. Bloom stated that on June 3 there was a meeting with the Pennsylvania Turnpike that had 46 attendees. Two upcoming events include a joint event with ITSPA for 8/14 (date could potentially change, but want to start advertising |



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| | <p>next week) and Disc golf on 9/12. R. Biro pointed out the potential conflict with ITE International on 8/14, but C. Bloom indicated it worked with speakers.</p> <ul style="list-style-type: none"> • Eastern - T. Hartman reported that the kickball event was well attended. T. Hartman explained that there is a Philly Union event this weekend, General Highway Products (GHP) event on 7/23. T. Hartman explained that August's events included a Phillies tailgate, cornhole and Philly bike tour. R. Biro asked if there was a limit on the number of people per company for GHP event, and T. Hartman said there is not and could use more attendance. |
| Student Chapters | <ul style="list-style-type: none"> • S. Adsit was not present, but R. Biro spoke for her and said that Speaker Form for students went out in bi-weekly email yesterday. • Student Leadership Summit update – brief meeting with University of Delaware on 7/3, committee formation is almost complete and includes other Philly area schools represented. • S. Adsit will be scheduling fall kickoff meetings with student chapters at start of school year. • S. Adsit got a volunteer to help with Student chapter logos for rebranding, this person is from CAPSITE area. |
| Scholarship | <ul style="list-style-type: none"> • G. Frisby was not present, but it was reported that some past presidents helped review 4 applications submitted. 2 scholarships will be awarded, and the students will receive at the Annual Meeting. |
| Nominations | <ul style="list-style-type: none"> • M. McDermott – explained that backing in from Annual Meeting date (9/28), ballots would open August 28th at latest and close September 26th. Ballots should be announced at end of July for membership to be aware that ballots will be in their inbox. Week of 7/21 through 7/25 would be the best time to announce people on the ballots. • M. McDermott explained that there were two nominations for Treasurer, and that each current Board member would like to continue serving. |
| Awards | <ul style="list-style-type: none"> • R. Biro explained that she is going to work with J. Molinero for a call for award nominations to come out in the next month (young member of the year, etc.) |



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| | <ul style="list-style-type: none"> M. McDermott said that if anyone wants to nominate a committee head for the Committee Member of the Year, send those nominations to R. Biro. |
| Appointed positions | <ul style="list-style-type: none"> Ashley Rodney for University of Delaware Student liaison position, unanimous support of appointing Ashley. STEM Coordinator – T. Hartman looking to transition out. Goal to have new person transition in as the fall school year begins. Erik Stellato works for RK&K, got involved with ITE at Drexel. Erik is now working full time and wants to continue involvement in STEM coordinator position. Unanimous approval of Erik as new STEM Coordinator. M. McDermott mentioned to make sure to get photos so they can be updated to the website. |
| Open discussion | <ul style="list-style-type: none"> None |
| Next Meeting: | <ul style="list-style-type: none"> August 12th (Subsequently rescheduled to August 21st) |
| Adjourn | <ul style="list-style-type: none"> Meeting adjourned at 1:44 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 | | X |
| <i>Coordinators, Advisors, Chairs, Liaisons</i> | | | | |
| Austin Lucas | Western Area Coordinator | CEC | | X |
| Cory Bloom | Central Area Coordinator | GFT | | X |
| Tyler Hartman | Eastern Area Coordinator | RK&K | | X |
| Jenn Walsh | Section Advisor | HDR | | X |
| Steve Palmer | Treasurer Advisor | GFT | | |
| Lindsey Klein | Sponsorship Coordinator | Imperial | | X |
| Theresa DeAngelo | Annual Meeting Chair | Benesch | | |
| Marvin Ta | Annual Meeting Chair | Pennoni | | X |
| Vichika Iragavarapu | NJ Signal Tech Committee | WSP | | |
| Greg Frisby | Scholarship Chair | WRA | | |
| Patrick McTish | Golf Outing Chair | Michael Baker | | |
| Sarah Adsit | Student Chapter Liaison Coordinator | Bowman | | |
| 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 | | |
| Paige Braude | Social Media Chair | Toxcel | | X |
| Sidney New | Job Postings | Retired | | X |
| 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 | | |
| 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 | | |
| Seth Young | ITE Brand Evolution | STV | | |
| | | | XX Attended | |