



MASITE Board Meeting

August 21, 2025
Meeting Minutes

KEY Meeting Objectives

- Annual Meeting
- 2025 Election

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"> • Deferred to next month as J. Molinero making updates.
Schedule Review	<ul style="list-style-type: none"> • R. Biro reviewed the Google calendar and shared a screenshot, and there is a lot going on between the Election, Annual Meeting and area events. • R. Biro stressed the importance of putting email and social media on the calendar.
Treasurer Report	<ul style="list-style-type: none"> • C. Martin shared Treasurer Report. Everything matches and no uncashed checks. • Scholarship winners were paid at the beginning of August (report is thru end of July). • The MASITE PayPal is still active, and it was used to pay ASHE. PayPal is linked to our debit card. Some of the information on PayPal is tied to M. McDermott and will need someone to take over when M. McDermott is off the board.
Annual Meeting	<ul style="list-style-type: none"> • T. DeAngelo provided an update. The last Bi-Weekly email had room block and early bird reminders. The Draft Tech Program was also included. There were 55 registrations as of yesterday, and 13 vendors. The last room block report had 33 rooms reserved. One final Bi-Weekly email to go out before closing early bird and room block. • The Past Presidents invite may have ended up in Junk Email, but RSVPs are due 8/29. • AV Quote is finalized and R. Biro signed. • K. Norris confirmed 1 hour facility tour on Sunday which is free. • Potential workshop with Eric Rensel should be confirmed on Friday (8/22). • R. Biro ordered ribbons and will be ordering name tag strings. • An effort is underway to get the Annual Meeting page live because the meeting page is crammed with information. • Fire pit is a \$300 flat rate to rent, but there is not great lighting for yard games. • Menu selections will be made on 9/15.



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	<ul style="list-style-type: none"> • M. McDermott asked if we had a photographer. The answer was yes, Dan Webb. M. McDermott wants to get photo of past presidents. • R. Biro explained that we had a new process this year with the checkbox on abstract submission. There were some challenges associated and we may want to revisit the approach next year.
District Update	<ul style="list-style-type: none"> • M. McDermott provided the District update. The International Meeting happened last week. 3 winners at International level for project of the year from our District. The conference also recognized two LeadershipITE candidates from MASITE. Young Leader of Year Keith Meehan was in attendance. • International provided good information, there are new finance directions, which M. McDermott sent to the Board and asked for our review and to ensure we are in line. Some Sections have had issues. • Student Leadership Summit is definitely happening at Delaware in February. First payment is due soon to solidify venue. • Leadership retreat will be in Frederick, MD, and dates are TBD. • LeadershipITE submissions are due to ITE International on 9/15 for the 2026 class. • MASITE needs to respond to the District name survey. 52 responses have been received so far, and they are looking for membership's opinion and not just Board / active people.
Brand Evolution	<ul style="list-style-type: none"> • S. Gault reported that R. Biro and M. McDermott would like to have a survey of membership when we have it narrowed down to 3 options. The Committee next meets on 9/8.
Area Coordinators	<ul style="list-style-type: none"> • West – A. Lucas reported that there was a Washington Wild Things event on 8/1, which was a joint event with WTS. The majority of people in attendance were from MASITE for the most part. Debrief is submitted and waiting on a couple of addresses to send checks. 8/27 is another joint event with WTS at the Cedarbrook Golf Course which is full at 64 people. November will be a meeting with the Pitt Student Chapter. • Central – C. Bloom was not present but emailed update to R. Biro. Event at Hollywood Casino last Thursday (8/14) had 30 attendees and positive feedback. Next event will be Disc Golf – 52 people are registered and will be capped at 60.



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	<ul style="list-style-type: none"> • Eastern – T. Hartman provided an update. Next Thursday is the Phillies game with ITSPA, and there are still tickets available. 17 tickets still to be sold that were pre-purchased. 9/9 is the 6th annual Cornhole Tournament at Penn Treaty Park, only 3 registrants so far. 9/18 is the Philly bike tour (2nd year), which will be advertised on Tuesday.
Student Chapters	<ul style="list-style-type: none"> • S. Adsit will be reopening communications with Student Chapter leadership and liaisons with start of school year. The goals are to recap last year, what they plan to do this year, and what they need help with. Pitt, WVU and Villanova are actively seeking new members. • S. Adsit reported that student chapters would like to see more of MASITE professional members at their events, students like to meet future employers and hear interesting topics. • Some student chapters are in better positions than others. Drexel is most concerning, they are doing well from an activity perspective as they continue momentum they built in the spring. Drexel has specific rules about how student chapters can access money, and the student chapter can't have an account at the University until June 2026, which means they have nowhere to save their money. They have been receiving their MASITE allocation through requesting reimbursements from C. Martin and have not taken any money from District. • Question asked as to whether the Section could fill that role and hold on to money unused through summer of 2026? M. McDermott said this is part of the liaison's role. At Pitt, Dr. Stevanovic holds the money so the students can access it due to complex university rules. S. French was uncertain about WVU, but would need a certain amount to open a bank account. The liaison could run a finance spreadsheet after C. Martin gives them money. M. McDermott said that it is important to track things correctly. Normally it is done through colleges so student chapters don't need to do taxes. The alternative is cash – once we send it, we consider it a payment to the student chapter for taxes. • M. McDermott asked for an email to the Board so that they can see the global picture of what S. Adsit is reporting, and S. Adsit will provide after completing the meetings with all student



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	<p>chapters.</p> <ul style="list-style-type: none"> • Money is also a barrier to students attending the SLS. B. Song asked if MASITE money can be used to attend SLS events, and it was reported that it was done last year for travel expenses such as renting a van. • Student Chapter Spotlights on social media – the first one was meant to be last Thursday (8/14), but there was not enough time provided to E. Hufnal to pull it together, so it is delayed. There is a MASITE calendar for the rest of the year and heads up to students to prepare info.
Scholarship	<ul style="list-style-type: none"> • G. Frisby reported that scholarships are wrapped up for this year. Payments submitted to two winners and will be presented officially at the Annual meeting. • Potential discussion for the Board Retreat in January about increasing the amount for the scholarship, as MASITE is on the lower side relative to similar organizations.
Open discussion	<ul style="list-style-type: none"> • J. Walsh is evaluating a different location for TESC social that has more space. • Mentorship – J. Walsh is finalizing matches and should have something to R. Biro by the end of next week. • J. Walsh volunteered to assist in transporting things for gift bags up to Bear Creek.
Next Meeting:	<ul style="list-style-type: none"> • September 9th
Adjourn	<ul style="list-style-type: none"> • Meeting adjourned at 1:53 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		
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		
Tyler Hartman	Eastern Area Coordinator	RK&K		X
Jenn Walsh	Section Advisor	HDR		X
Steve Palmer	Treasurer Advisor	GFT		X
Lindsey Klein	Sponsorship Coordinator	Imperial		
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		
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		X
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		X
Teresa Scrocca	Villanova Student Chapter Liaison	Pennoni		
Kate Russo	MCDITE International Director	RK&K		
Seth Young	ITE Brand Evolution	STV		
			19 Attended	