



MASITE Board Meeting

January 23, 2026

Meeting Minutes

KEY Meeting Objectives

- 2026 Kick-Off
- 2026 MASITE Board Intro
- 2026 MASITE Budget
- 2026 MASITE Vision

Location: Frederick, MD and Virtual

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • Meeting started at 1:01pm.
Previous Minutes	<ul style="list-style-type: none"> • C. Martin made motion to accept December meeting minutes. L. Klein seconded. December meeting minutes were approved.
Meeting Schedule	<ul style="list-style-type: none"> • B. Song explained that the 2025 meeting schedule, which was the second Tuesday of each month at 1pm, would not work for his schedule. B. Song proposed the second Thursday of each month at 1pm and would adjust the meeting calendar appointment accordingly. This day and time worked for the Board.
Sponsorship	<ul style="list-style-type: none"> • S. Scheuermann indicated that there are 63 sponsors committed thus far. Feelers continue to be sent out. 11 sponsors from last year have not committed. • L. Klein believes that we will reach new heights in terms of number of sponsors and sponsorship revenue.
TESC Social	<ul style="list-style-type: none"> • J. Walsh provided a recap of the 2025 TESC Social. Less was spent on the TESC Social from the subsidy provided by the MASITE Board than was anticipated. C. Martin confirmed that it was a very successful event financially. M. Shehata said that he thought the success of the event helped pull public sector people into other events throughout the year. • S. Gault suggested that the MASITE President make some brief (~30 seconds) remarks about MASITE and its mission to attract members. L. Klein said there is an opportunity to do a slide deck during the event, pulling in pictures from the MASITE Annual Meeting, for example. R. Biro noted that there are slides that are pulled together for the Annual Meeting in the fall each year that could be used just a few months later for the TESC Social.
Treasurer Report	<ul style="list-style-type: none"> • C. Martin reported that there was not much change from November to the end of the year, with exception of the TESC Social that came in under what was budgeted.



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	<ul style="list-style-type: none"> • C. Martin explained that from a Student Chapter standpoint, only Rowan did not request their funding. • C. Martin explained that it was overall a very successful year financially, and MASITE finished the year with a higher balance than when the year started. The fact that the Annual Meeting revenues exceeded forecasts contributed to this surplus (non-member registrations, not as many sponsor seats, and late sponsor additions). Area meetings also came in with revenues that exceeded forecasts. Money budgeted for rebranding was also not utilized for new logo items since it was solidified so late in the year. • L. Klein reviewed the 2026 Budget and included the 2025 information for comparison purposes. Administration costs were to stay the same. • Rebranding held the amount from 2025 and could be used for pins, pop up banners, corn hole boards, etc. R. Biro questioned whether MASITE was holding off on ordering new items until the District made a final decision on their name (it is part of new MASITE logo). There was a general sense that the decision on the District name would be completed in 2026. • L. Klein led a discussion on the Annual Meeting budget. L. Klein explained that general sponsorship, and sponsorships for the Annual Meeting specifically, are the two largest contributors to our income. • L. Klein indicated that the subsidy for the TESC Social was to remain the same. • L. Klein asked if the golf outing proceeds go to the PennDOT Innovations Challenge. C. Martin clarified that between golf outing and disc golf outing, any profits have been going into a separate account that funds MASITE’s participation in PennDOT’s Innovation Challenge. Questions were posed as to whether we should: be increasing the amount that we provide to that program, whether we should be trying to increase revenue at the golf events, or if we should be breaking even. The consensus of the group was that Doug Tomlinson at PennDOT should be contacted to determine whether our current level of support is appropriate relative to other organizations that contribute.



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	<ul style="list-style-type: none"> • L. Klein led a discussion on Area programming. R. Biro thought it would be better to separate the amounts out between each area, so that certain areas did not feel pressure to go under budget because an event in another area went over. S. Gault said that they were historically grouped together due to uncertainty about number of sponsor codes that would be used. C. Martin said that historically sponsors have not been using their seats for area events fully, it is only about 40%. • L. Klein indicated that since student chapters had increased last year, that amount would stay the same in 2026 • STEM sponsorship was increased to help fund Future Cities competitions in the three areas and for STEM supplies. • Discussion ensued about whether K. Meehan will continue to lead the Young Member Challenge, as that is a line item in budget. R. Biro indicated that she would coordinate with K. Meehan regarding this. Further discussion about better supporting programs geared towards young people that are working. S. Gault suggested calling it Younger Member Support, where it could be used as a ticket to Annual Meeting, or for some other purpose that supports young members in different ways, such as with area events. • D. Bhaumik to verify that the amount in the budget for Transportation Camp is sufficient. • Board approval of budget to be at February Board Meeting.
NJ Signals Committee	<ul style="list-style-type: none"> • V. Iragavarapu explained that the group is starting to plan events for 2026 and will update the Board as it progresses. This will include workshops and panel discussions. The intent is to standardize the process so that signal designs are consistent between state and municipalities.
Annual Meeting	<ul style="list-style-type: none"> • D. Bhaumik explained that the Committee is looking for late Sep./early Oct. for the Annual Meeting, with the same Sunday-Monday schedule. Option 1A is a venue called Seaview in Galloway outside of Atlantic City. Second option is Grand Cape May in Cape May, New Jersey. D. Bhaumik would like the Annual Meeting to have discussions of all things in New Jersey and what is happening there, along with the MET Section which serves northern New Jersey. The goal is to crack 200



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	<p>attendees.</p> <ul style="list-style-type: none"> • V. Iragavarapu explained that the Call for Volunteers would be coming soon. • D. Bhaumik said that the goal for presentations would be to more aggressively pursue things happening in the area as opposed to a general Call for Abstracts and hoping people submit. • There was general discussion about the use of 3rd party reviews for contracts for the Annual Meeting. Helms Brisco is an option, R. Biro had good experience with them. The District uses Conference Direct. Others have elected to go at it alone.
Scholarship	<ul style="list-style-type: none"> • G. Frisby explained that there has been a Scholarship subcommittee meeting and he has also gauged folks individually. They have looked at the MASITE scholarship relative to other organizations (ASHE, WTS, other ITE sections). Research suggests increasing the amount to be more in line with other groups, plus travel support to help students show up to get the scholarship award. • MASITE has historically contributed into the ITE International Investment Fund. G. Frisby's recommendation is to pause a dedicated investment into the investment fund for 2026 and defer what to do with the current money in the investment fund to a later date. The hope is that someday the scholarship would be self-sufficient from this fund, that was the idea when M. McDermott restarted the program. With the 2026 budget, there is the possibility to do both: increase for students but also continue to increase investment fund. The idea is to award two scholarships, but it is possible to wait and see how many applicants and what their quality are before deciding on number. • G. Frisby recommended making enhancements to streamline the process, such as no longer making it a requirement to have a professor's recommendation. Also clarifying eligibility for students who are graduating that year, if the intent is to offset education costs. • B. Song requested that there is a meeting to discuss the scholarship budget line item.



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Area Coordinators	<ul style="list-style-type: none"> • Western: A. Lucas stated that the western area held a joint meeting with ASHE Pittsburgh with Allegheny County back on 1/8. Future event being planned with PennStart regarding test track in Westmoreland County. • Central: C. Bloom provided an update on the 1/28 meeting with the City of Lancaster that includes presentation and social. Future events could include a MASITE road show of Pub. 149 with S. Gault for March/April. C. Bloom indicated that this is his last year, and he has potential leads for a new coordinator, but it is an open call to anyone interested. • Eastern: E. Coffey stated that a District 6 Meet and Greet event is being planned, but there are no dates yet. A Philadelphia Union Stadium Tour is also being planned that may include a game as well. A walking tour of SR 299 project with headshots afterwards. All events in the February-May timeframe. • L. Klein reminded everyone that we want to provide value to our members, and that not every event has to make money. This is something for Area Coordinators to keep in mind as they plan their events and set pricing. T. Hartman asked if there was a minimum value for a sponsorship ticket. L. Klein responded that she thought anything \$25 and over would be a good use of the sponsorship codes. C. Bloom explained that he had always tried to break even. L. Klein said that the idea is to incrementally “lose” up to a certain amount over the course of the year since that is how the budget is set.
Student Chapters	<ul style="list-style-type: none"> • B. Song indicated that S. Seibel was interested and would be taking over as Student Chapter Liaison from S. Adsit later this year, and that we would need a new Penn State Student Chapter liaison. S. Gault made a motion to approve S. Seibel as the new Student Chapter Liaison, C. Martin seconded, and it was unanimously approved. • Penn State: S. Seibel said that they are in the early stages of planning spring events and are holding elections for chapter board. • West Virginia: S. Adsit reported that they are interested in the Student Leadership Summit and Traffic Bowl. • Delaware: A. Rodney reported that they are still on winter break but will be meeting with their folks soon. They have set up a



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	<p>company visit in mid-February / March timeframe. Some are trying to attend closer eastern area events.</p> <ul style="list-style-type: none"> • Pitt: D. Chickis reported that some students were sent to TRB. Pitt is also doing a career fair, which they are coordinating with other local universities and companies. Pitt is interested in Traffic Bowl but wants to make sure they have funding to do it. • Villanova: J. Chen reported that they have an activities fair on campus coming soon and they will be recruiting new members. • Rowan: S. Adsit explained that they needed a new liaison. Rowan did not take their MASITE funds because they have nowhere to put it, and that is something they are working on. D. Bhaumik mentioned that he had someone in mind who could take over as Rowan liaison. • Drexel: J. Kovach explained that they had 9 events in 2025, which was their first year. They do not have access to a university bank account but have utilized PayPal to make it work with J. Kovach dispersing funds. • S. Adsit indicated that about half of the student chapters have new logos, but that the effort is underway for each.
STEM	<ul style="list-style-type: none"> • E. Stellato displayed a PowerPoint regarding the STEM program. The STEM Committee has received positive feedback from partners who have participated in past events. • E. Stellato explained that there is a way to secure PDHs for STEM events, so that is something he will pursue as an incentive for volunteers. • E. Stellato asked if anyone has ideas for events, opportunities, volunteers, etc. to please let him know. There is an event scheduled for March, two in April, and again in May, and that requests for volunteers will start going out. • The District 6 event went well last year, but S. Gault would like to confirm the type of students with future events so that they can gear the content appropriately.
Open Discussion	<ul style="list-style-type: none"> • B. Song nominated R. Biro to serve as Nominations Committee Chair and R. Biro accepted. R. Biro said that M. McDermott would serve as representative to District Board from April to July while R. Biro is on leave.
Next Meeting:	<ul style="list-style-type: none"> • February 12, 2026.
Adjourn	<ul style="list-style-type: none"> • Meeting adjourned at 4:02 PM



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Name	Position	Organization	Attendance	
<i>Executive Board</i>			In Person	Call
B.J. Song	President	Kleinfelder	X	
Steve Gault	First Vice-President	PennDOT	X	
Chad Martin	Second Vice-President	KCI	X	
Lindsey Klein	Treasurer	Imperial	X	
Jason Molinero	Secretary	Allegheny County	X	
Becky Biro	Past President/ District Representative	RK&K	X	
<i>Coordinators, Advisors, Chairs, Liaisons</i>				
Austin Lucas	Western Area Coordinator	CEC	X	
Cory Bloom	Central Area Coordinator	GFT		X
Elizabeth Coffey	Eastern Area Coordinator	Jacobs	X	
Jenn Walsh	Section Advisor	HDR		X
Steve Palmer	Treasurer Advisor	GFT		
Silvia Scheuermann	Sponsorship Coordinator	AECOM		X
Dan Bhaumik	Annual Meeting Chair	TYLin	X	
Vichika Iragavarapu	Annual Meeting Chair / 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		
Melissa Mo	Membership Chair	HNTB		



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Hannah Landvater	Social Media Chair	RK&K		X
Paige Braude	Social Media Chair	Toxcel		X
Sidney New	Job Postings	Retired		X
Erik Stellato	STEM	RK&K		X
Sydney French	WVU Student Chapter Liaison	French Engineering		
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
Dustin Chickis	University of Pittsburgh Student Chapter Liaison	Michael Baker		X
Ashley Rodney	Delaware Student Chapter Liaison	Wallace Montgomery		X
Kate Russo	MCDITE International Director	RK&K	X	
Tyler Hartman	Eastern Area Coordinator 2025	Jacobs	X	
Mahmood Shehata	MCDITE President 2025		X	
			28 Attended	