



# MASITE Board Meeting

*March 14, 2019*  
**Meeting Minutes**

## **KEY Meeting Objectives**

- CAV Community Chair
- District Meeting Coordination

Location: Conference Call

<b>Agenda Item</b>	<b>Description</b>
Call to Order	<i>Meeting start – 9:00 PM</i>
Previous Minutes	<ul style="list-style-type: none"> <li>• Meeting minutes from 02-21-2019 approved</li> </ul>
Nominations Committee	<ul style="list-style-type: none"> <li>• Board approved motion to have Sara Patterson, Jeannette Quirus, and Dave Gioia to serve on the Nominations Committee</li> </ul>
CAV Community MASITE Appointment	<ul style="list-style-type: none"> <li>• Board is putting forward Ross Buchan of WRA as MASITE committee chair</li> </ul>
Student Chapters	<ul style="list-style-type: none"> <li>• Becky is arranging a Joint Student Professional event in early April at Delaware University</li> <li>• Becky, along with Teresea Lord of McMahan is putting together a similar event at Villanova, date tbd.</li> <li>• Outreach to Penn State and Pitt U still ongoing</li> </ul>
District Meeting Coordination	<ul style="list-style-type: none"> <li>• Traffic Bowl Update: Southern District will have 20 teams entered, Mid-Colonial only has two so far, Penn State from MASITE and Morgan State from WDCSITE.</li> <li>• Traffic Bowl occurs during Spring Break for Delaware, so they are not intending to participate. Villanova had a conflict.</li> <li>• Our budget allows for \$650 to assist with Traffic Bowl costs, perhaps this can be used to encourage addition MASITE participation? However, this money is also to cover Traffic Bowl costs for the ITE Annual Meeting.</li> <li>• MASITE will have up to three representatives at the meeting to serve as Moderators: Peter O’Halloran, Lindsey Klein and one more between Al Federico, Jenn Walsh, and the other MASITE attendees.</li> </ul>



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	<ul style="list-style-type: none"> <li>The Board will meet on the Tuesday evening before the officers reception at the District Conference Hotel in Arlington.</li> </ul>
Board Restructuring	<ul style="list-style-type: none"> <li>Chris sent an outline of our restructuring plans to the District for comments</li> <li>Kate said that there are mandated changes to by-laws coming in 2020 for sections. Mid-Colonial District has already revised their by-laws to be in line with direction from ITE International.</li> <li>There is a consensus that MASITE should schedule the by-law revisions needed for our planed board restructuring to coordinate with the forthcoming by-law revisions being mandated by ITE International.</li> <li>Kate said that by this time next year, MASITE would be well on the way to implementing these by-law changes.</li> <li>There is still work to do on refining our transition plan to the new proposed board structure.</li> </ul>
Open Discussion	<ul style="list-style-type: none"> <li>New MASITE website is live, picture on landing page to be updated to show a local streetscape.</li> <li>A link will be added to Mid-Colonial.</li> <li>For future section and district annual meetings, we should move to using the Expo pass app, as is being used for this year's joint District meeting with SDITE. In MASITE, Erik Schmidt and Steve Palmer have experience using this tool.</li> <li>Al noted that the coordinators are doing a great job, and reminded everyone to actively seek out help with tasks, this will help develop the next generation of MASITE participants.</li> </ul>
Next Meeting:	<ul style="list-style-type: none"> <li>April 2, 2019 – In-person at District Meeting in Arlington, VA</li> </ul>





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Name	Position	Organization	Attendance	
			In Person	Call
<b>Executive Board</b>				
Al Federico	President	Albert Federico Consulting		X
Steve Palmer	First Vice-President	Gannet Fleming		X
Mahmood Shehata	Second Vice-President	RK&K		X
Amy Staud	Treasurer	HDR Engineering		
Peter O'Halloran	Secretary	Urban Engineers		X
Chris Prisk	Past President/ District Representative	Langan Engineers		X
Lindsey Ulizio	Western Area Coordinator	WRA		
Michael Davidson	Central Area Coordinator	PA Turnpike		
Becky Biro	Eastern Area Coordinator	JMT		X
Jenn Walsh	Section Advisor	HDR		
<b>Other</b>				
Jeff Bergsten	AV Summit Liaison	Michael Baker		
Steve Gault	Membership Coordinator	PennDOT		
Kate Russo	Mid-Colonial District President	JMY		x
Liz Schwartz	Annual Meeting Chair	Alfred Benesch		X
			8/14 Attended	