



MASITE Board Meeting

June 13, 2019
Meeting Minutes

KEY Meeting Objectives

- Membership
- Nominations

Location: Conference Call

Agenda Item	Description
Call to Order	<i>Meeting start – 9:01 PM</i>
Previous Minutes	<ul style="list-style-type: none"> • Meeting minutes approval for March 14 and May 7 meetings/conference calls.
Newsletter	<ul style="list-style-type: none"> • Per group discussion, if you have information for the newsletter please to send to Dean Kaiser.
Membership	<ul style="list-style-type: none"> • Steve Gault it schedule a call with Jenn Walsh, Jeannette Quirus, Dave DiGioia, and Kate Russo to discuss updates and outreach for converting associate members to full members. • Al to send draft of email for PennDOT employees to Steve G and Kate for review. The purpose of the email is the engage PennDOT and find out what they would like to see from MASITE, e.g. training etc.
Annual Meeting Update	<ul style="list-style-type: none"> • Keynote Speaker will be Tim Scanlon of the PA Turnpike. • Ethics Workshop and Technical Tours in the works. Cindy McCormick to host technical tour. Al suggested also reaching out to Larry Cohen of the Lancaster PPA. • Survey to be sent to members in relation to the annual meeting for planning purposes – Abigail Meyers • Technical Program deadline to be extended by one week to Friday, June 21. If abstracts are still required after this, the technical committee will solicit individually • Past President’s Dinner in the works – Matt Shinton
Nominations	<ul style="list-style-type: none"> • Nominations committee report finalized. • Report due to members June 21, but will likely go out this



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	<p>week.</p> <ul style="list-style-type: none"> • Peter to solicit bios from candidates and reach out to Nicole Klein about the mechanics of the election.
Area coordinators	<ul style="list-style-type: none"> • Western Area luncheon events planned for July, August and September. Signal cabinet training is planned for October, with Steve Gault. Lindsey acknowledged the efforts of Megan McDermott in the western area. • In the Central Area, there is an event planned for August. In addition, a student event is planned at the Penn State Career Fair in September. • In the Eastern Area there are events planned in PA for June, July & August. There is an event planned in DE for September. In addition, Becky is working with WTS and ASHE in planning some joint events in 2019
AV Summit Update	<ul style="list-style-type: none"> • Jeff provided an email summary to group. The Early Bird registration of \$150 ends tomorrow and increases to \$200. Hanna has been great at making our Summit planning calls and participating, so kudos to her as the MASITE rep for that effort.
Student Chapters	<ul style="list-style-type: none"> • To plan for the fall, Mahmood to setup student chapter liaisons call
Communications	<ul style="list-style-type: none"> • Kate to follow up with Susan Best on status of District and Section dropbox accounts. • Kate also reported that ITE International is also looking to standardize online storage and also websites for all district, sections and chapters moving forward. This make take a year or two to implement. In the meantime, Mid-Colonial and MASITE will continue to find out own solutions.
Penn State TESC	<ul style="list-style-type: none"> • PSU Social – No decision yet. TESC considering 25th anniversary dinner, may just schedule social. Jenn Walsh to be consulted as this years she may also have something big planned. Perhaps MASITE can partner with TESC.
Next Meeting:	<ul style="list-style-type: none"> • Friday, July 12, 2019 – 9:00 AM - Conference Call



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Follow-up Items

ACTION ITEM		RESPONSIBLE PERSON	Status
1	Send information to Dean Kaiser for newsletter	All	In progress
2	Setup call to discuss membership	Gault	In progress
3	Send draft of email to PennDOT for review to Steve G. and Kate	Federico	In progress
4	Solicit bios from 2020 nomination candidates	O'Halloran	Incomplete
5	Reach out to Nicole Kline about hosting election	O'Halloran	Incomplete
6	Setup student chapter liaisons call	Shehata	Incomplete
7	Check on status of tax return	Palmer	In progress



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Name	Position	Organization	Attendance	
			In Person	Call
Executive Board				
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		
Lindsey Ulizio	Western Area Coordinator	WRA		X
Michael Davidson	Central Area Coordinator	PA Turnpike		X
Becky Biro	Eastern Area Coordinator	JMT		X
Jenn Walsh	Section Advisor	HDR		
Other				
Jeff Bergsten	AV Summit Liaison	Michael Baker		
Steve Gault	Membership Coordinator	PennDOT		X
Kate Russo	Mid-Colonial District President	JMT		X
Liz Schwartz	Annual Meeting Chair	Alfred Benesch		X
			10/14 Attended	