



MASITE Board Meeting

April 20, 2020
Meeting Minutes

KEY Meeting Objectives

- Elections
-

Location: Conference Call

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • <i>Meeting start – 1:30 PM</i>
Previous Minutes	<ul style="list-style-type: none"> • Pending
Nominating Committee	<ul style="list-style-type: none"> • The committee has a call scheduled next week, final deliberations to be completed by May 27. • If possible, two candidates will be found to contest the position of Secretary for 2021
DropBox	<ul style="list-style-type: none"> • In progress. • Need to figure out issue with permissions.
Newsletter	<ul style="list-style-type: none"> • In progress • How do other societies handle their newsletter? Monthly? Quarterly?
Annual Meeting	<ul style="list-style-type: none"> • Volunteer committee almost full • Next step is to issue a call for abstracts. • Keith Meehan suggested combining golf outing with annual meeting. WTS host their golf outing the day after their meeting. For MASITE the golf event could overlap with training events. WTS Gold outing is scheduled for Sept 25, 2020. • ITSPA Annual Meeting has been cancelled.
AV Summit	<ul style="list-style-type: none"> • Postponed until October 2021, to be held in Pittsburgh. • Currently the plan is to host local events this fall in the east, west and central area.
Budget	<ul style="list-style-type: none"> • Amy Staud to provide Megan with 2018 tax return documents. • The return should be audited by MASITE every year by the President and the Treasurer. The TESC conference in December would be a suitable time.
District Update	<ul style="list-style-type: none"> • AI attended the recent board meeting. • Proposed Annual meeting schedule:



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	<ul style="list-style-type: none"> ○ 2021 – Baltimore ○ 2022 – Pittsburgh ○ 2023 – Philadelphia still on the table, formal discussions will not occur until the fate of the 2020 ITE International Meeting in New Orleans has been determined.
Coordinator Updates:	<ul style="list-style-type: none"> • We will likely be hosting virtual meetings for a while. Should we charge for attendance? If there is no cost to MASITE then should the webinars be free? But if we are offering PDHs then maybe we can charge? • Can we get technical session slide shows on our website as PDFs? • Please send debrief forms for events to Megan before May 25.
Next Meeting:	<ul style="list-style-type: none"> • Tuesday, July 21, 11:00 AM – Conference Call



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Name	Position	Organization	Attendance	
			In Person	Call
Executive Board				
Steve Palmer	President	Gannet Fleming		X
Mahmood Shehata	First Vice-President	RK&K		
Michael Davidson	Second Vice-President	PA Turnpike		X
Megan McDermott	Treasurer	MS Consultants		X
Peter O'Halloran	Secretary	Urban Engineers		X
Al Federico	Past President/ District Representative	Albert Federico Consulting		X
Lindsey Ulizio	Western Area Coordinator	WRA		X
Chad Martin	Central Area Coordinator	Erdman Anthony		X
Becky Biro	Eastern Area Coordinator	JMT		X
Jenn Walsh	Section Advisor	HDR		X
Other				
Jeff Bergsten	AV Summit Liaison	Michael Baker		
Steve Gault	Membership Coordinator	PennDOT		
Hannah Landvater	AV Summit Liaison	RK&K		
Conor McAliney	Annual Meeting Chair	Drive		X
Corey Bloom	Annual Meeting Chair	Erdman Anthony		X
Keith Meehan	Annual Golf Event Chair	Michael Baker		
			11/16 Attended	