



GA ITE Board of Directors Meeting

March 14, 2014
 Cumberland Maggiano's
 Atlanta, GA
 1:15-3:00 PM

| In Attendance | Board Position | Name | E-mail | Phone |
|-------------------------------------|---------------------|------------------|---------------------------------|--------------|
| Board Members | | | | |
| <input checked="" type="checkbox"/> | President | Jonathan Reid | reid@pbworld.com | 404.364.5225 |
| <input checked="" type="checkbox"/> | Vice President | Andrew Antweiler | aantweiler@roswellgov.com | 678.639.7540 |
| <input checked="" type="checkbox"/> | Secretary-Treasurer | Sean Coleman | Sean.coleman@kimley-horn.com | 404.419.8700 |
| <input checked="" type="checkbox"/> | Past President | Dwayne Tedder | dwayne.tedder@URS.com | 678.808.8840 |
| <input checked="" type="checkbox"/> | Affiliate Director | Meg Pirkle | mpirkle@dot.ga.gov | 404.631.1025 |
| <input checked="" type="checkbox"/> | District Rep. | David Low | dlow@roswellgov.com | 770.594.6422 |
| <input checked="" type="checkbox"/> | District Rep. | Vern Wilburn | vwilburn@wilburnengineering.com | 678.423.0050 |
| <input type="checkbox"/> | District Rep. | Marion Waters | Marion_waters@gspnet.com | 770.754.0755 |
| Other Attendees | | | | |
| <input checked="" type="checkbox"/> | Clerk | Elizabeth Scales | escales@thompsonengineering.com | 404.574.1985 |
| <input checked="" type="checkbox"/> | Comptroller | Jim Pohlman | j.pohlman@icloud.com | 404.790.3569 |

1. Welcome and Introduction (Jonathan)
2. President's Report (Jonathan)
 - a. Meg Pirkle was sworn in as the Affiliate Director.
 - b. Approve Minutes from Last Meeting
 - i. David Low made a motion to approve the January meeting minutes, Dwayne Tedder seconded the motion, and approval was unanimous.
 - c. Distribute Final Budget
 - i. The final budget was updated according to the edits from the last board meeting.
 1. **Send out the budget to the Board- Jonathan**
 - d. Winter Workshop Report
 - i. Winter Workshop was in the black by about \$600 and ITE met its financial obligations.
 - ii. People so far have had positive comments. There was some overlap in topics with the Transportation Summit.
 - iii. There were about 75 people in attendance. Southern District may have affected attendance. Some people could not attend because they were making up snow days.
 - iv. John Karnowski loved the conference and the projects.
 - e. Summer Seminar Committee Report
 - i. Jim met with Marco on Wednesday to add Marco to the bank account.
 - ii. Registration for Summer Seminar will go live in April.
 1. **Call Marco about the Summer Seminar Budget- Sean**
 2. **Send the Board the Summer Seminar Budget- Marco**
 3. The budget must be approved before registration goes live.
 - f. Activities Committee Updates
 - i. Kate made an announcement about recent and upcoming activities.
 - g. Technical Committee Updates-Technical Paper

- i. The committee is aware they need to create a paper.
- ii. Bayne Smith might have some information for a technical paper or could be a speaker.

3. Affiliate Director's Report (Meg)

- a. New Membership Applications
 - i. Meg Pirkle made a motion to approve new members Jared Wall and Mallory Necessary; Sean Coleman seconded the motion, and approval was unanimous.
- b. Membership Updates
 - i. No update.
- c. University Liaison Report Updates
 - i. Nothing new to report. The Georgia Tech meeting is next month.

4. Vice President's Report (Andrew)

- a. Legislative Reception
 - i. 60 people registered and paid. This year ITE setup on-line registration for the event and collected the funds. ITE's Host Committee created sticker name tags and worked at the sign-in table. Two ASCE reps assisted at the sign-in table. Registration netted \$1,252.36, which ITE has until World Fiber requests a check. \$500 is due to World Fiber from the Section in addition to the registration fees.
- b. Monthly Meeting
 - i. February had 81 people attend. Initially over 120 signed up but the weather impacted attendance. Mary Mac's was very good to work with since we had to reschedule the meeting from Thursday to Friday due to the snow event. Food and service was very good.
 - ii. Today's meeting went well. 111 people came to Maggiano's. Most people stayed for the Traffic Bowl. Acknowledgement for Bryan Sartin should be made for his efforts with the Traffic Bowl. Maggiano's food and service was very good.
 - iii. April's meeting will be at Georgia Tech. There will be better condiments this year. The students are prepared for the meeting. The speakers are setup and there is going to be a demo. The lunch is probably going to be a boxed lunch and will be held in the Architecture building.
 - iv. The May 15th meeting is in Roswell.
 - v. There has not been a tour of the Intermodal Terminal in Cobb County.
 - vi. There are many ideas for future meetings.
 1. A meeting might be held re the new Braves Stadium.
 2. Sean recommended the chief engineer at SRTA who could talk about 400.
 3. Dave Williams might come in from the Metro Atlanta Chamber.
 4. Variable speed limits could be a topic.
 5. Bill Ruhsam is very interested in connected and autonomous cars. He might have a new perspective on the topic.
 - a. Connected cars are going to be a topic at Summer Seminar and there are multiple speakers from different organizations.
 6. A MARTA speaker could be interesting especially in their planning efforts.
- c. Host Committee Needs
 - i. The Host Committee is all set.
- d. Diamond (Annual) Sponsorships Status
 - i. Adrian Collaborative is a Diamond Sponsor but they have not completed payment yet.

1. Follow up with Adrian Collaborative's payment for the Diamond Sponsorship- Sean

- ii. Herman Hill is also a Diamond Sponsor.

5. Secretary / Treasurer's Report (Sean)

a. Membership

- i. Affiliates- 71 people have paid dues, 33 have not paid dues.
- ii. The list should come from International in April about who has paid.
- iii. Sunita is ready to create a committee to update and manage the Affiliate and International lists. The committee is going to reach out to those who have not paid dues.
- iv. Anyone who has not paid will no longer get eBlasts after March 31st.

b. EBlasts

- i. EBlasts have gone great and have positive reception.

c. Comptroller Report

- i. The budget was sent out.
- ii. No bill has been received from UGA yet from Winter Workshop.
- iii. The extra money from the Diamond Sponsorships is currently in the "Other" category. The 1100 category will be changed to "Sponsors" and the money will be moved to this category. There could be sub-categories for meeting sponsors and general sponsors.
- iv. There was a \$700 withdrawal last Friday. It was probably an accidental withdrawal and everyone with access to the account should look over recent transactions.
- v. A couple of people paid with credit cards today. Meredith is going to be setup on the PayPal account to handle credit card payments at monthly meetings.
 - 1. Sometimes people say that PayPal is not working for them. Other organizations use ProPay which is part of registration. ProPay works well with Constant Contact.
 - 2. Lots of people have used PayPal so it is familiar to use.
 - 3. It might be good to look into other options for payment
 - a. **Look into different options for registration payments- Sean**
 - 4. **Get Meredith setup on PayPal-Jim**

6. Past President's Report (Dwayne)

- a. Traffic Bowl- The Traffic Bowl was held. Georgia Tech won. Dwayne had a great time being the MC.
 - i. Chris Rome will talk with the team to work out travel and arrangements for the SDITE Traffic Bowl.

1. Register the Traffic Bowl team for the SDITE Traffic Bowl and submit a budget - Vern

- b. A blank check was returned to Jim.
- c. No GEA meeting was held last month.

7. District Representative's Report (David)

a. SDITE Annual Meeting Preparations

- i. Everyone who has registered has gotten an email about lodging.
- ii. There is an officers' breakfast on Monday.
- iii. If anyone has passed away in the last year, they will be recognized at the meeting.
- iv. Each Section gets 2 minutes during Roll Call. The Section needs to do something cool.

- v. A 2 page workforce development survey about future topics will be in the packets at the meeting.
 - vi. Reach out to the SDITE Board about the Section's donation to the meeting- Jonathan
 - vii. Call Carla about having an extra room for SDITE- Sean
- b. Young Member Scholarships
- i. Bryan Sartin has been selected for the scholarship.

8. Other Business

- a. Potential for New Student Chapter(s)- David Low
- i. UGA- The Civil Engineering program at UGA began two years ago. They do not have a director but rather a program coordinator in the person of Dr. Stephan Durham, P.E. He is a nice guy and gets ITE. Transportation is not something they have the resources to add right now. Dr. Durham knows the value of transportation to the program and eventually wants to add it, but not this year.
 - 1. They will graduate a small group of students next spring. Then they will apply for accreditation.
 - 2. When they started the program it was mandated that they NOT do transportation.
 - a. Eventually transportation might become a part of the curriculum.
 - 3. Stephan is teaching a class in Principles of Surveying and Transportation. He wants his students to be successful in the Fundamentals of Engineering exam.
 - 4. They have an ASCE student chapter. He is familiar with ITE, and has had colleagues who were members of ITE.
 - 5. They would definitely like to have GA ITE as a presence, to be involved in their program and in some of their classes. They would like for their students to be involved in our organization.
 - 6. David is going to go over to visit campus during the month of April, get to know Stephan and see what makes sense for the Section's involvement.
 - ii. Georgia Southern and Savannah State
 - 1. After speaking with Mike Weiner in Savannah, if a student chapter is started at either Georgia Southern or Savannah State, he would be willing to help serve as a Liaison for the Georgia Section.
 - 2. Neither school has been contacted yet.
 - 3. Gather information about having another student chapter at Georgia Southern and Savannah State- David
 - iii. It might be good to interact more with the current student chapters. The liaisons could try and come up with some ideas for additional interactions. Tech has good student leadership. The liaisons have a big impact on the effectiveness of the student chapters. A Board meeting could be held at the school and the chapter officers could attend and give input. Marco could invite student members to Summer Seminar. Activities Committee should reach out to the Student chapters.
 - 1. Invite the liaisons to the next Board meeting to give an update on the Student Chapters- David
- b. Newsletter
- i. Bryan has expressed some interest in the newsletter. A committee needs to be formed. Gaining readership needs to be a goal.
- c. Mentorship Program
- i. The program is moving forward. Sameer is the lead.

9. Review Action Items (Liz)

10. Adjourn

- a. Jonathan Reid made a motion to adjourn the meeting, Sean Coleman seconded motion, and approval was unanimous.

11. Next Board Meeting –TBD

3/14/2014 Action Items

| | | | |
|--|----------|--------------------|--|
| Make sure all new life members are recognized at meetings | Jonathan | ongoing | |
| Send out the budget to the Board | Jonathan | 3/21/2014 | |
| Reach out to the SDITE Board about the Section's sponsorship | Jonathan | 3/21/2014 | |
| Gather information about having another student chapter at Georgia Southern and Savannah State | David | 5/16/2014 | |
| Invite the liaisons to the next Board meeting to give an update on the Student Chapters | David | 3/21/2014 | |
| Register the Traffic Bowl team for the SDITE Traffic Bowl and submit a budget | Vern | 3/21/2014 | |
| Get Meredith setup on PayPal | Jim | 3/21/2014 | |
| Call Carla about having an extra room for SDITE | Sean | 3/17/2014 | |
| Follow up with Adrian Collaborative's payment for the Diamond Sponsorship | Sean | 3/31/2014 | |
| Look into different options for registration payments | Sean | Next board meeting | |
| Call Marco about the Summer Seminar Budget | Sean | 3/17/2014 | |
| Send the Board the Summer Seminar Budget | Marco | 3/21/2014 | |