



2015 Georgia Section ITE Board of Directors Meeting

Monday, July 20, 2015

12:00pm – 1:00pm at the GA ITE Summer Seminar

The King & Prince Resort, St. Simons Island

AGENDA

1. Approve minutes from last Board meeting. Andrew motioned, Sean seconded, all approve
2. Minutes to reflect e-mail approvals by Board:
 - a. Approval of new affiliate member Brandon Judah with Transafe, Inc. The motion to approve was called by Jim Tolson and seconded by Sean Coleman. Marco Friend, Andrew Antweiler, Richard Fangman, and Jonathan Reid all voted in favor.
3. President's Report (Antweiler)
 - a. Committee Reports:
 - i. Activities
 1. Starting to plan GAITE/ITSGA Braves Game: tentatively 9/11 (Mets)
 - ii. Engineering Outreach
 - iii. Legislative Affairs
 - iv. 2015 Leadership Program
 1. Committee has been formed with three volunteers. Chair is Jagan Kaja. Committee members include Mahesh Atluri and Kyle Huffman. Planning kick-off meeting held 7/10. Committee will provide proposed program and budget to Board beginning of August.
 - v. Scholarship
 1. President appointed new "Scholarship Finance Advisory" Committee on June 24, 2015. See separate e-mail sent 6/24
 - vi. Student Chapter Liaisons (GT, SPSU, GSU); & UGA engineering program Liaison
 1. SPSU Charter transition to KSU (Tolson, Antweiler)
 - vii. Summer Seminar (Kelly Patrick)
 1. Update on event 169 registrants, 337 total participants. Record attendance. 24 sponsors (3 prior to last year).
 2. Discussion on max registration. Limits on presentation rooms?
 3. Approximate excess revenue \$3500
 4. Suggestions for next year on hotel rooms
 - a. Current contract includes GA ITE commitment to 335 room nights; 40 on SAT; 100 on SUN; 100 on MON; 95 on TUE
 - b. Committed to 335 room nights. 127 room reservations for this year.
 - c. Golf may have increased Saturday arrivals.
 - d. Think about increasing conference registration fees.
 - e. AI: Kelly to ask hotel about increasing room commitments.
 5. Recommendations for next year's Chair and Technical Committee Chair.
 - a. Jody Peace to be conference chair next year

- b. Suggestions for Technical Chair: Kate D'Ambrosio, France Campbell (interest to fill Sec/Treas), Alan Davis (question's time commitment)
 - c. Figure a way to get GSU students involved. Offer free or reduced registrations for students.
 - d. AI: Sean to ask Jody for any other recommendations
 - viii. Technical Committee - the main things they are focusing on now:
 - 1. Preparing for the ITE Technical Exchange in Statesboro in the fall
 - 2. Reviewing webinars to host after Summer Seminar
 - 3. Assisting GPTQ in preparing capacity analysis software standards for GDOT
 - ix. Winter Workshop (See attached files)
 - 1. See after event committee minutes: WW Wrap-up discussion
 - 2. Thoughts for next year's committee: next year's location Not have it in Atlanta. Possibly keep at Athens or Columbus; days of week Keep it Sunday-Monday
 - 3. Kate Picklesimer (Colberg) has agreed to be next year's Committee Chair for GAITE. Luis Velasquez will also be a committee member.
 - 4. Final Financials
 - b. Guidance for Scholarship Committee –
 - i. Board discussion about do we want to provide guidance to Committee about eligible recipients; see attached e-mail sent 5/15 by Betsy Williams and 2014 scholarship application
 - ii. Being part of a student chapter should be a requirement for application.
- 4. Past President's Report (Reid)
 - a. Annual Meeting is Thursday, December 10 at Maggianos Buckhead
 - b. Forming Teller and Awards committee
 - c. Will give call for elections at September Board Meetings
 - i. France Campbell interested in Sec-Treas position
 - ii. Two District Rep positions to be filled; suggested one be younger candidate and one be seasoned veteran
- 5. Vice-President's Report (Coleman)
 - a. Monthly Meeting update
 - i. Weds, October 14 at ARC. Thurs, Dec 10 for Annual Meeting
 - ii. Good start for leads on Committee Chairs next year
 - b. Committee Reports:
 - i. Host Committee
 - ii. Marketing Committee (Website and Newsletter)
- 6. Secretary/Treasurer's Report (Friend)



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- a. E-blasts
- b. Membership
- c. Comptroller's Report
 - i. Emailed Financial Report and Budget
 - ii. Opened bank account for scholarship funds
 - iii. Add scholarship bank account to the paypal account
- d. Engineering Georgia Magazine
 - i. On 7/8 Andrew sent e-mail request to ACEC to confirm no duplicates for members and for multiple organizations
7. Affiliate Director's Report (Horbal)
 - a. New membership applications
8. District Representative's Report (Wilburn, Tolson, Fangmann)
 - a. Updates
9. Other Business
10. Review Today's Action Items (Friend)
 - a. AI: Kelly to ask hotel about increasing room commitments by next board meeting.
 - b. AI: Sean to ask Jody for any other recommendations by end of this week.
11. Adjourn

Attendees: Richard Fangmann, Andrew Antweiler, Sean Coleman, Jonathan Reid, Jim Pohlman, Kelly Patrick, Winter Horbal, Marco Friend, and Jim Tolson



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- i. Andrew contact other liaisons and student chapter presidents to request any suggestions/guidance for new chapter

- i. E-mail Kelly regarding this idea:
- ii. Brainstorming some type of scholarship/coupons for public agency staff to attend events (SS, WW, TE) or partial event; open it to both public and private?; write 250 words why they would benefit from attending; this would raise attendance; i.e. 4 at SS, 2 at WW, 1day at SDITE?

To do:

Double-check past Board action items

e-mail Liz agenda

Andrew Antweiler

2015 Georgia Section ITE President