



Intelligent Transportation  
Society of Connecticut



Intelligent Transportation  
Society of America

## **Officers**

**J. A. Koolis Jr.**, *President* (860) 659-0444

**Joseph C. Balskus, P.E., PTOE**, *Vice President* (203) 712-1100

**Stephen W. Warren**, *Treasurer* (860) 522-8101, x223

**Karen L. Olson**, *Secretary* (860) 522-2217, x15

**Najib O. Habesch**, *Immediate Past President* (860) 296-0700

**Kevin J. Burnham, P.E.**, *Past President* (860) 522-4888, x6536

## ***Board of Director's Meeting Minutes***

June 20, 2006

Parsons Brinkerhoff

Glastonbury, CT

### **Directors Attending:**

Jay Koolis, President  
Joseph Balskus, Vice President  
Karen Olson, Secretary  
Najib Habesch, Immediate Past President  
Kevin Burnham, Past President  
Gene Hunt, Director  
John Bertoli, Director  
Kristen Solloway, Director  
Arthur Handman, Director (telephone)

### **Directors Absent:**

Steve Warren, Treasurer  
Matt Edelman, Director  
Claudio Vecchiarino, Director  
Michael LaLone, Director  
Sharat Kalluri, Director  
Carl-Henry Piel, Director  
John Ivan, Director  
Robert Ramirez, Ex Officio

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## **Key items discussed at the Board meeting were as follows:**

- 1. Opening:** President Jay Koolis opened the meeting at 4:30 p.m.
- 2. Approval of Minutes:** Najib Habesch made a motion, seconded by Jay Bertoli, to approve the minutes of the May 16, 2006 meeting as written. The motion approved unanimously.
- 3. Treasurer's Report:** Jay Koolis presented the Treasurer's Report (attached) as of June 20, 2006. Current saving account balance is \$29,040.84. Current checking account balance is \$1,647.65. The motion by Gene Hunt, seconded by Najib Habesch, to accept the Treasurer's report as presented was approved unanimously.
- 4. Nominating Committee:** Mr. Habesch reported that he has contacted all of the Directors whose terms are about to expire and all have agreed to continue for another two-year term. John Ivan has offered to continue if he cannot find an acceptable alternative candidate from a university or college. Both officers whose terms expire this fall have also agreed to continue for another two-year term. The list of nominees will be formalized at the next meeting.
- 5. Membership Committee:** Kristen Solloway reported that she and Sharat Kalluri know they need to follow up with unpaid members. Ms. Solloway will obtain the membership email list from Steve Warren, since Mr. Kalluri is out of the country. It was noted that membership reminders could be sent with a "save the date" notice regarding the annual meeting.

6. **Program Committee:** Mr. Hunt reported that the Program Committee had met recently and that several proposals for upcoming meetings had been developed. These included:
  - a. **Annual Meeting:** September 28, 2006, Manchester Country Club, Neil Schuster, ITS America as keynote speaker, best practices roundtable of State Chapters, update on activities from CT, other nearby States and RPAs, product and project sessions.
  - b. **Winter Meeting:** January 2007, possibly SW CT, “Keep CT Moving.”
  - c. **Spring Meeting:** April 2007, possibly ConnDOT, traffic analysis program and training sessions.

The Board approved the location of the Annual Meeting at the Manchester Country Club (the date and keynote speaker having already been approved) and other aspects of that meeting will be presented and hopefully finalized at the next Board meeting.

7. **Communications Committee:** No report, except for the fact that the next newsletter is scheduled for August 2006.
8. **Awards Committee:** Matt Edelman had submitted a written report, prior to the meeting, stating that he had three eligible candidates for awards to be presented at the Annual Meeting, which puts us in good shape. More nominations are invited.
9. **Bylaws Committee:** No report, except that Kevin Burnham was asked to double check deadlines for nominations, etc., to insure that we remain in compliance with the by-laws.
10. **Student Grant Committee:** Joe Balskus distributed an updated draft proposal for the student grant program. Following a discussion of some of the details, changes were made to allow applications from parttime students, to require only that they attend an ITS-CT member university in Connecticut, and to make the monetary awards a “maximum” amount and not an established amount. On a motion by Kevin Burnham, seconded by Karen Olson, the Board unanimously approved the program proposal, as revised.
11. **State Chapter’s Report:** Art Handman reported that ITS-America is asking State Chapters to solicit interest in supporting (financially and otherwise) hospitality events for attendees at the 2008 World Congress in New York City. Mr. Burnham reported on his attendance at the ITS America State Chapters Council Strengthening Workshop and the ITS America State Chapter Council Meeting that he attended on May 6, 2006.
12. **Training:** No report other than the mention under Program Committee.
13. **Open Discussion:** Nothing to discuss.
14. **Next Meeting:** The next board meeting will be held at **4:30 p.m.** on **July 18, 2006** at Parsons Brinckerhoff in Glastonbury.
15. **Adjournment:** The meeting adjourned at 5:35 p.m.

Meeting notes prepared by Karen Olson.