



Intelligent Transportation
Society of Connecticut



Intelligent Transportation
Society of America

Officers

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

Karen L. Olson, Vice President (860) 522-2217, x15

Sharat Kalluri, P.E., PTOE, Treasurer (203) 865-2191

Kristen E. Solloway, P.E., Secretary (860) 646-2469, x5344

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

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

Board of Director's Meeting Minutes

Fuss & O'Neill
Manchester, CT
June 24, 2008

Directors Attending:

Joseph Balskus, President (phone)
Karen Olson, Vice President
Kristen Solloway, Secretary
Jay Koolis, Immediate Past President
Kevin Burnham, Director
Gene Hunt, Director
Ewa Zofka, Director (phone)
Koreen Bjorklund, Director (phone)
Carl-Henry Piel, Director (phone)
Najib Habesch, Past President (phone)
Arthur Handman, Director (phone)
Jay Bertoli, Director (phone)

Director Absent:

Sharat Kalluri, Treasurer
Michael LaLone, Director
Robert Ramirez, Ex Officio
Matt Edelman, Director
Nick Lownes, Director

- 1. Opening:** Karen called meeting to order 4:30.
- 2. Approval of Minutes for September Board Meeting:** Jay K. made s motion to approve. Gene 2nd the motion. 1 abstention - Kevin.
- 3. Approval of Treasurer's Report:** Kevin made a motion to approve with a note to change expense to board meeting expense. Gene 2nd the motion.
- 4. Membership:** Jay B. indicated we have 27 memberships. Two away from last years total. Marlin, Signal Services, Earth Tech, Traffic Systems, UHAT, Greater N.H. Transit have not renewed. Jay to follow up with email.
- 5. Program:** ITS Spring Meeting had 33 attendees. Lost \$776 due to lack of attendees. Possible dates for the next Annual Meeting were discussed – week of September 15th. Jay K. to check with Scott Belcher to see if he is available. Annual meetings have been done on a Monday due to venue, but it is not ideal. There is a World Congress presentation that has been accompanying Scott Belcher. Possible afternoon training session? Program committee to begin researching venues.
- 6. Communications Committee (Website):** Suggestion made to update membership when new content is added to the website. It was suggested that Mike contact Jay B. when an update is made so a mass e-mail can be sent out.

7. **Communications Committee (Newsletter):** Deadline for next newsletter – Target beginning of August/mid August.

Outline of next newsletter:

- Registration form for annual meeting.
- EWA to prepare article on Spring meeting.
- Presidents note.
- Consultant project.
- Upcoming annual meeting.
- ITS America meeting – Jay to get.
- Awards
- Encourage involvement in ITS CT.

Since we are including registration for annual meeting hard copy mailings will be sent out. Discussed opt-in option for email/hard copy.

8. **Awards Committee:** Jay K. spoke with/Matt and he has not received any nominations to date. Jay K. sent in something for a project. Joe is aware of a municipality submitting. Email to be sent out. Kristen to ask Matt if he has an old email requesting nominations.

9. **Bylaws Committee:** Kevin presented by-laws. Kevin will email them out to board by August 1st.

10. **Student Grant Committee:** Joe to coordinate with Nick about making a presentation. Joe to follow-up with Dr. Fang on student's progress and begin preparing fall announcement.

11. **State Chapter's Report:** Jay to continue weekly emails to Board.

12. **Word Congress:**

Jay K. reported the following on World Congress:

- Local coordination meeting was cancelled this week.
- He has still not heard back from Caterer.
- He has not heard from ITS Amer. on registrations for our event.
- ITS NY has been informally told 40 registrants.
- Tax exemption is still outstanding.
- There are coupons available for exhibitors that are free – It was discussed to possibly request at least 50 coupons.
- Instead of booth – put some info on DOT table.
- We have not made commitment to date on balcony. Should someone request the balcony for our date, they will notify us and at that time we would have to sign a contract.
- The Caterer is going to provide suggestions for entertainment.
- Jay to contact DOT to discuss plans.

It was questioned: What would happen if we had to cancel; ITS America will have to refund money or they will have to attend another event? Need cancellation policy.

13. **Open Discussion:** A slate of officers is required 30 days before annual meeting. Joe to prepare list with Najib.

14. **Next Meeting:** July 15th – 4:30 on Joe's boat. No call ins. Must attend.

15. **Adjournment:** Kevin motioned to adjourn 4:34. Karen 2nd motion.

Minutes prepared by Kristen Solloway