



## 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  
August 5, 2008

#### **Directors Attending:**

Joseph Balskus, President (phone)  
Karen Olson, Vice President  
Kristen Solloway, Secretary  
Sharat Kalluri, Treasurer  
Jay Koolis, Immediate Past President  
Kevin Burnham, Director  
Gene Hunt, Director  
Mike LaLone, Director (Phone)  
Jay Bertoli, Director, (Phone)  
Ewa Zofka, Director (Phone)

#### **Director Absent:**

Robert Ramirez, Ex Officio  
Matt Edelman, Director  
Nick Lownes, Director  
Koreen Bjorklund, Director  
Carl-Henry Piel, Director  
Najib Habesch, Past President  
Arthur Handman, Director

- 
- 1. Opening:** Joe called meeting to order 4:45.
  - 2. Approval of Minutes for September Board Meeting:** The 7/15/08 minutes should be revised to to change the location of the meeting to East Hampton as well as some other minor items. Kevin made a motion to approved minutes and Karen 2<sup>nd</sup> the motion.
  - 3. Approval of Treasurer's Report:** It was noted that the Treasurers report should be revised to change the line item for ITS-CT dinner expense to Board Meeting Expense. Kevin made a motion to approve the Treasurers Report with the change and Jay K. 2<sup>nd</sup> the motion. The motion approved unanimously.
  - 4. Nominating Committee:** The Nominating Committee met on August 1, 2008 to discuss the upcoming slate of officers. With Joe's departure Kristen has agreed to become President, Koreen has agreed to become Secretary, Karen and Sharat will continue as Vice President and Treasurer respectively. Kevin has approached Morteza Hayatgheybi from Vanasse Hangen Brustlin to join the Board of Directors. Mike LaLone has agreed to stay on the Board. Kevin made a motion to approve the slate and Karen 2<sup>nd</sup> the motion. The motion approved unanimously.

5. **Membership:** Jay B. presented his report. Last year we had 29 members and this year we had 27 renewals. A letter was sent out to Traffic Systems to remind them to renew their membership. The following 5 companies that have not renewed and should be contacted as noted:
    - University of Hartford – Joe to call
    - Marlin Controls – Jay B. to contact
    - Greater New Haven Transit District – Jay B to send letter
    - Earth Tech – Jay K. to contact
    - Signal Services – Jay B. to contact
  6. **Communications (Website):** Jay B. to send current list of members to Mike and Sharat. Mike to add “Save the Date” for Annual Meeting and the Bylaws as well as a link for comments.
  7. **Communications (Program):** Several suggestions were made for the Annual Meeting in the fall. One possible suggestion was hosting a Board Retreat followed by a golf tournament and then dinner. The Board Retreat would be held to discuss options for our organization to brainstorm ideas to generate interest in the ITS CT and maintain current members. Karen made a motion to include in the Annual Meeting a retreat/brainstorming session to discuss the future of the organization and Kristen 2<sup>nd</sup> the motion.
  8. **Awards Committee:** Matt has indicated there are 2 nominations and a possible third.
  9. **Bylaws Committee:** Kevin discussed changes and Kristen to forward to the Board.
  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 provided the following update:

    - 9 registrants for our event.
    - Edgar (World Congress contact) has volunteered to include in a news story promoting our
    - DOT has indicated they will **not** be attending.
    - We have not committed to anything.
    - The caterer is still willing to work with us and has other sites to accommodate us.
    - Jay has contacts for entertainment and will begin to make calls once we make a decision.
    - There are state/municipal blocks available but will need 25 registrants.
- It was discussed that we will continue the discussion in August. Based on any updates we have we should try and make a decision on the event.
13. **Next Meeting:** August 5th – 4:30 at Fuss & O’Neill.
  14. **Adjournment:** Kevin motioned to adjourn. Karen 2<sup>nd</sup> motion.

*Minutes prepared by Kristen Solloway*