



Intelligent Transportation
Society of Connecticut



Intelligent Transportation
Society of America

Officers

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

Karen L. Olson, *Vice President* (860) 522-2217, x215

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

Koreen Bjorklund, *Secretary* (860) 529-5179

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

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

Board of Director's Meeting Minutes

10February2009

Fuss & O'Neill, Inc., Manchester, CT

Directors Attending:

Kristen Solloway, President
Joseph Balskus, IPP (Phone)
Karen Olson, Vice President
Jay Koolis, Past President
Koreen Bjorklund, Secretary
Christal Troya IBI (Phone)
Robert Ramirez, Training Committee Chair
John Bertoli, Director
Kevin Burnham, Director
Najib Habesch, Director (Phone)
Sharat Kalluri, Treasurer
Arthur Handman, Director (Phone)
Morteza Hayatghey, Director (Phone)

Directors Absent:

Gene Hunt, Director
Mike LaLone, Director
Carl-Henry Piel, Director
Ewa Zofka, Director
Matt Edelman, Director
Nick Lownes, Director

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- 1. Opening:** Kristen called meeting to order 4:33pm.
 - 2. Approval of October Meeting Minutes:** Karen made a motion to approve the 01/29/09 minutes and Kevin 2nd the motion. The motion approved unanimously.
 - 3. Approval of Treasurer's Report:** Koreen made a motion to approve, Jay 2nd the motion with the following comments.
 - Traffic Systems and Daktronics sent checks for Membership Renewal
 - Need report from January joint meeting with ITE. (Koreen)
 - What type of savings account does ITS CT have and what is the interest rate. (From January meeting.)
 - 4. ITS- World Congress Report:** Jay sent email on 20Feb09 stating that he had received a check for \$6,282.72 from ITSA for the ITS World Congress agreement.
 - 5. Nominating Committee:** No Report/Activity
 - 6. Membership Committee:** Discussed changes that could be made to our Membership Application. Changes were voted on and made by John. Renewal/Signup email went out.

7. Communications (Website): Karen is managing this and no comments/suggestions were noted.

- Once we have the final stats from our Joint Winter meeting those items will be uploaded along with the Newsletter.
- Post upcoming meeting schedule and events.
- FHI is still receiving the ITS CT website annual fee and have been submitting it for reimbursement by the ITS CT treasurer. FHI received this year's invoice and will be submitting to Sharat. Going forward Sharat will have them update the address so the bill goes directly to him. This will now need to be changed on a yearly basis based on the new BOD.

8. Communications (Newsletter): Carl-Henry (Christal Troya) to update newsletter.

- Presidents Notes - **DONE**
- World Congress Re-Cap – **DONE**
- Revised Membership Application – **DONE**
- Call for Awards - **DONE**
- Joint Winter Meeting Re-Cap
- Upcoming Meeting Schedule

9. Program Committee: Koreen will lay out upcoming schedule of events/programs/meeting for the BOD to review. This will be prepared and will be submitted by the next BOD meeting in April.

- Focus on (2) Major events a year
 1. Joint ITE/ITS Winter Meeting (Typically January)
 2. Annual Meeting
 - a. Training during annual meeting
 - b. Vendor showcase

10. Awards Committee: No Report

11. Bylaws Committee: We will need to vote on bylaws.

- Bylaws will need to be sent out around April 1st so that we can get them back from ITSA in May/June timeframe. This will ensure they are available for our Membership in August.
 1. Voting points addressed in February: Email Voting, Member Definition (Public, Private, Affiliate, Student) etc.

12. Student Grant Committee: Come spring semester we will review and update the process. Further discussions to happen in early 2009. Joe will reach out to the professors and review the feedback.

- Received Final ATIS Report from Neftali Torres (Attached to Meeting Notice)
- Update from Joe on letters sent to professors at each University
- Sharat was to have mentioned the SGC to his students in the Hwy Design Class he is teaching.

13. State Chapters Report:

- Voted in January to pay the ITSA Chapter Affiliation Dues of \$270.00. Karen made a motion to pay that amount and it was 2nd by Joe. The motion was approved unanimously. Jay noted he would pay those dues the 1st week of March.
- There will be a State Chapters Building Workshop at ITSA...Jay will attend.
- Jay sent information on State Chapters Pavilion at the ITSA Annual Meeting in June.
 1. Kiosk Fee: \$7,500
 2. Virtual Exhibit Fee: \$1,500
 3. Signage Logo Placement Fee: \$500
 - a. Saving approximately \$10,300 by doing a Kiosk over a 10'x6' Booth (I will have a copy of the forms with me for review.)
 4. Tom K. would like to attend one of our meetings. Discuss what meeting would be beneficial and send him an invitation.

14. Training Committee: BOD is open to ideas for sessions. Bob Ramirez noted the following...

- Systems Engineering Training: Bob would be meeting with Hal Decker and Jim Mona on 02Feb09 to discuss but during his meeting it was noted that this is a good idea but not a focus due to project being pushed out due to funding issues.
- Traffic Management Plans for Contracts: This is a HOT issue but how do we reach a good balance between DOT and ITS CT?
- NHI Courses – Bob R. to get schedule and pay structure

15. Open Discussion

- **NONE**

16. Next Meeting: Tuesday March 17th – 4:30 at Fuss & O'Neill.

- **Due to attendance revised to 26March09 4:30pm**

17. Adjournment: Apparently I missed who adjourned the meeting and what time. I believe it was at 5:50ish.

Minutes prepared by Koreen Bjorklund