

Board of Director's Meeting: No Quorum, Committee of the Whole

Fuss & O'Neill
Manchester, CT
May 21, 2009

Directors Attending:

Kristen Solloway, President
Karen Olson, Vice President
Jay Bertoli, Director
Jay Koolis, Past President
Robert Ramirez, Ex Officio (phone)
Sharat Kalluri, Treasurer (phone)

Guests

Neftali Torres
Dr. Clara Fang
Lia Huang

Director Absent:

Joseph Balskus, Immediate Past President
Matt Edelman, Director
Nick Lownes, Director
Koreen Bjorklund, Director
Carl-Henry Piel, Director
Najib Habesch, Director
Kevin Burnham, Director
Arthur Handman, Director
Gene Hunt, Director
Mike LaLone, Director
Ewa Zofka, Director

Note 1: Since previous meeting: resignation from the board by Art Handman, effective upon completion of his term.

Note 2: No quorum present, Karen Olson made a motion that the group meet as “a committee of the whole.” Jay Bertoli seconded the motion and it was passed unanimously.

- 1. Opening:** Kristen called the meeting of the “committee of the whole” to order at 4:45 p.m. She welcomed Neftali Torres, University of Hartford student, who proceeded to give the Board a presentation on his ITS-CT Student Grant Program project entitled “Advanced Traveler Information Systems.” He also passed out copies of his written report. This completes his work on the project.
- 2. Approval of Minutes for April 2009 Board Meeting:** Due to the lack of a quorum, this item was postponed to the next meeting.
- 3. Approval of Treasurer’s Report:** Due to the lack of a quorum, this item was postponed to the next meeting. However, Sharat did report that there was a balance of \$20,594.17 in the savings account and \$12,211.24 in the checking account.
- 4. Nominating Committee:** No report.
- 5. Membership:** Jay B. reported that two additional membership fees have been received. He has updated the contact list.
- 6. Communications (Newsletter):** No report, however, it was noted that the latest newsletter was emailed to the mailing list.
- 7. Communications (Website):** Karen reported that the newsletter was posted on the website.
- 8. Program Committee:** No report.
- 9. Awards Committee:** No report.
- 10. Bylaws Committee:** Karen reported that she had met with Kevin Burnham about updating the Bylaws. She had been unable to find that the latest version that was on the website, that only shows proposed changes, was ever adopted. Jay K. indicated that he remembered that it was approved and he would check his files. Karen had reviewed the ITS-America Bylaws, and also reviewed information gathered by Lia Huang regarding Robert’s Rules of Order (for another purpose, but on similar questions) and would present those findings after Kevin had a chance to review them. She made some additional proposed changes (mostly to bring the Purpose in line with the ITS-America Bylaws, and to add email voting and telephone participation in meetings) and would present them at the next meeting, after consultation with Kevin. There are some concerns about full participation

when email votes are taken and when telephone participation in meetings is allowed, but this would be discussed at the next meeting.

- 11. Student Grant Committee:** The report from Neftali Torres will need to be reviewed by the Student Grant Committee to determine whether or not to award the grant. In addition, there is one new proposal to be reviewed (from UConn), and another is anticipated (from Mr. Torres and another student.) In addition, Dr. Fang has proposed that an ITS-CT-sponsored student be allowed to participate in a research project that she is undertaking. The research topic is the development of a Controller Interface Device (CID) which provides a link between traffic simulation software such as CORSIM and actual traffic signal controllers.
 - 12. State Chapter's Report:** Jay K. reported that there would be a State Chapters Strengthening Workshop Webinar on May 31 as part of the ITS-America Annual Meeting. All members were invited to participate. Contact Jay for details.
 - 13. Training Committee:** Bob reported that he had presented an opportunity for systems engineering training to ConnDOT, but had not received a response as yet.
 - 14. Open Discussion:** A bill from Company Corporation was discussed and it was determined that there is insufficient information to approve payment. Sharat will investigate further.
 - 15. Next Meeting:** June 16th – 4:30 at Fuss & O'Neill.
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Items that need to be determined possibly before the next meeting:

1. Acceptance or not of new student proposal (timetable has him starting in June.)
2. Acceptance or not of Neftali's project, and approval of award payment.
3. Approval or not of payment to Company Corporation.
4. Need to check on any deadlines to Dr. Fang's proposal.