



MINUTES OF BOARD MEETING

Newark Club, Newark, NJ

June 17, 2009

EXECUTIVE BOARD

<i>President</i>	<i>Gordon Meth</i>
<i>Vice President</i>	<i>Raymond DiBiase</i>
<i>Secretary</i>	<i>William McMenamin</i>
<i>Treasurer</i>	<i>Grace Van Kirk</i>
<i>Past President</i>	<i>Edward Bolden</i>
<i>Jr. Section Director</i>	<i>Armando Lepore</i>
<i>Sr. Section Director</i>	<i>Lawrence Lennon</i>

STANDING COMMITTEE CHAIRS

<i>Awards</i>	<i>Edward Bolden</i>
<i>Industry</i>	<i>Rich Marsanico</i>
<i>Legislative</i>	<i>Leon Goodman</i>

LOCAL ARRANGEMENTS

<i>Local Arrangements, Northern NJ</i>	<i>Jeff Smithline</i>
<i>Local Arrangements, Southern NJ</i>	<i>Kevin Conover</i>
<i>Local Arrangements, New York</i>	<i>John Miller</i>
<i>Local Arrangements – L. I.</i>	<i>Lynn Weyant</i>
<i>Local Arrangements – Westchester</i>	<i>Michael O'Rourke / Brian Dempsey</i>

INTERNATIONAL DIRECTOR

Lynn LaMunyon

NON-STANDING COMMITTEES

<i>New Jersey Membership</i>	<i>Haseeb Ahson</i>
<i>New York Membership</i>	<i>Albert Dawson</i>
<i>Newsletter & Public Information</i>	<i>Mayer Horn & Jennifer Bates</i>
<i>Professional Development</i>	<i>Thomas Arlo & Sarah Weissman</i>
<i>Student Outreach</i>	<i>Thomas Pagano & Tommy Kwong</i>
<i>Young Members</i>	<i>Adam Allen & Danielle Joyce</i>
<i>Technical Projects</i>	<i>Luigi Casinelli & Ben Szeto</i>
<i>Web Site</i>	<i>Mark Kulewicz / Christopher McBride</i>
<i>Action Calendar</i>	<i>Andy Saracena</i>



MINUTES OF BOARD MEETING

Newark Club, Newark, NJ

June 17, 2009

Attendees:

Grace Van Kirk
Lynn LaMunyon
Michael Salatti
Larry Lennon
Ray DiBiase
Gordon Meth
Bill McMEnamin
Jennifer Bates
Chris McBride

Gordon Meth called the meeting to order at 1:34PM by welcoming the student chapter presidents from NJIT and Polytechnic Institute of NYU. He also thanked Mike Salatti for his efforts in pushing student chapter involvement.

The president had just a few items on the agenda to discuss:

- District Meeting Summary – Gordon stated the district meeting in Saratoga appeared very successful and there was a good turnout from the Met Section. Lynn LaMunyon stated that she believed they made about \$1,000.00 profit.
- Tax Update – Gordon advised the Section's accountant filed for an extension. Both the state and federal tax returns were being submitted today. He also mentioned that Treasurer's reports now need to be completed by December 31st to avoid future filing issues.
- Rutgers PDH Issues – Gordon stated that unfortunately, the Section will no longer be able to receive PDH credits through Rutgers. Tom Arlo was investigating alternatives with headquarters. One option is to continue going through Rutgers, who in turn will go through PIE (the Practicing Institute of Engineering), which could require upwards of three weeks to certify the course. Rutgers will charge us a fee of \$100.00 under this scenario. Ed Bolden questioned using AICP, but Gordon believed that going through outside agencies would prove to be more costly.
- PTP Questions – Gordon mentioned that Steve Gayle is looking for help with PTP exam questions.
- Point Pleasant Beach – Gordon gauged interest as to whether the Section should have its unofficial board meeting this summer. Lynn was concerned because each year there are fewer people attending. Gordon said the conversation would be completed via email.
- Vendor Sponsorships at Meetings – MyoVision had approached Gordon about marketing. Lynn said that such things should be relegated to Industry Day when



MINUTES OF BOARD MEETING

Newark Club, Newark, NJ

June 17, 2009

Gordon questioned having vendors at future meetings. When the October meeting was considered, Ed mentioned that the venue was not conducive to such an event and suggested that Riccardo's might be a better alternative. Mike Salatti suggested doing it next year by having them sponsor an open bar or other prize. Lynn seconded the idea, saying it could benefit all members. Ed questioned whether a sponsorship would be enough. Jennifer Bates further suggested using this as an additional revenue stream, similar to the business cards in Transtalk. Jennifer further stated that a policy be set and open to everyone that may be interested and should be coordinated through Rich Marsanico. Mike thought it should be handled through local arrangements, while Grace Van Kirk believed it be coordinated through Ray DiBiase. Grace made a motion to have outside industries be permitted to sponsor aspects of Section meetings with the policy limiting them to one table with brochures. The motion was seconded by Bill McMenamin. Ray questioned putting brochures on the table, and was the lone voice of dissent when the motion was put to vote.

- **Bylaws** – Gordon questioned if everyone had a chance to review the bylaws. Grace suggested that review of the bylaws be done with Mike O'Rourke present, but Ed was concerned that these revisions need to go before the members in September. Gordon confirmed that the bylaws need to appear in Transtalk and then on the upcoming election ballot. Ed further suggested that a committee be formed to complete the revisions via email. Lynn and Grace were against this idea and, along with Mike, suggested that questions be developed and sent to Mike O'Rourke. Gordon agreed and advised everyone to send questions to him and he'll forward accordingly.
- **Executive Board Liaisons to Committees** – Gordon wants to appoint board members to oversee and work with committees to speak on their behalf at future meetings. The assignments are as follows:
 - Arrangements – Ray DiBiase
 - Web Site, Newsletter and Public Info – Bill McMenamin
 - Legislative – Ed Bolden
 - Professional Development – Ray DiBiase
 - Industry – Gordon Meth
 - Student Outreach – Mike Salatti
 - Young Members – Grace Van Kirk
 - Membership – Gordon Meth
 - Technical Projects – Larry Lennon
 - Action Calendar – Gordon Meth



MINUTES OF BOARD MEETING

Newark Club, Newark, NJ

June 17, 2009

Lynn received the list of delinquent members owing dues, which will be forwarded to the chairs. Gordon also mentioned that those who are currently unemployed get free membership.

Lynn discussed the international meeting and what was going on with headquarters. There were concerns that the meeting was getting too expensive and that not enough meals were included. There were also discussions regarding not guaranteeing the number of rooms, decentralizing the meeting, and whether they should continue offering the annual meeting and technical meeting based on declining attendance.

Ed Bolden, as past president, had nothing to report.

Larry Lennon, as Senior Section Director, discussed nominations for Treasurer. There were initially nine potential candidates but some had dropped off. Gordon questioned changing the structure of elections to eliminate the Directors and Past President positions, feeling that a seven year commitment was intimidating to potential candidates. Lynn suggested seeing what other sections are doing.

Ray DiBiase, as Vice President, reviewed the details from the April meeting and handed out revised schedules for the remainder of the year, discussing any changes that had been made regarding speakers and topics since the last meeting. He stated that the next meeting at the Milleridge Inn was all set for September 17th. Ray further stated that he was concerned that the October meeting was tentatively scheduled for the same day as the WTS annual meeting. It was decided to change ours to one week prior to avoid any conflict.

Bill McMenamin, as Secretary, reported that the minutes from the April board meeting were distributed. Larry Lennon called a motion to approve the minutes, which was seconded by Ray DiBiase, and the minutes were unanimously approved.

Grace Van Kirk, as Treasurer, discussed the current budget and account status. Gordon questioned what items had expenditures to date less than anticipated earlier in the year. Grace was projecting a surplus for next year.

Gordon then went around the room to hear reports from those committee chairs present. The following is what was discussed:

- Arrangements – not present
- Web Site – the website was updated to include new committee chairs
- Newsletter – Jennifer requested any photos taken at the District Meeting be forwarded to her for inclusion in the next Transtalk.



MINUTES OF BOARD MEETING

Newark Club, Newark, NJ

June 17, 2009

- Legislative – not present
- Professional Development – not present
- Industry – not present
- Student Outreach – not present
- Young Members – not present
- Membership – not present
- Technical Projects – an online database of traffic count data in geographic format will be launched shortly.
- Action Calendar – not present

Gordon Meth concluded the meeting at 2:58PM. There was a motion by Ed Bolden to adjourn the meeting, seconded by Bill McMenamin, and the meeting was adjourned.

These minutes constitute my understanding of the discussions and conclusions reached. Please advise me within five (5) days, in writing, of any exceptions or corrections.

Respectfully submitted,

Bill McMenamin, P.E.
ITE Secretary, 2009