

MINUTES OF BOARD MEETING

**Koenig's Restaurant, 86 S. Tyson Ave., Floral Park, NY 11001
March 18, 2008**

**INSTITUTE OF TRANSPORTATION ENGINEERS
METROPOLITAN SECTION**

EXECUTIVE BOARD

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

STANDING COMMITTEE CHAIRS

<i>Awards</i>	<i>Armando Lepore</i>
<i>Career Guidance</i>	<i>Gustavo DaSilva</i>
<i>Industry</i>	<i>Rich Marsanico</i>
<i>Legislative</i>	<i>Leon Goodman</i>

LOCAL ARRANGEMENTS

<i>Local Arrangements, Northern NJ</i>	<i>Grace Borden</i>
<i>Local Arrangements, Southern NJ</i>	<i>Kevin Conover</i>
<i>Local Arrangements, New York</i>	<i>Wasif Mirza</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>Membership Coordinator</i>	<i>Bob Brakman</i>
<i>New Jersey Membership</i>	<i>Haseeb Ahson</i>
<i>New York Membership</i>	<i>Albert Dawson</i>
<i>Newsletter</i>	<i>Mayer Horn</i>
<i>Nominations</i>	<i>Michael Salatti</i>
<i>Professional Development</i>	<i>Thomas Arlo</i>
<i>Public Information</i>	<i>Mayer Horn</i>
<i>Student Outreach</i>	<i>John Miller / Ben Szeto</i>
<i>Communications</i>	<i>Paul Truban</i>
<i>Technical</i>	<i>Ira Huttner</i>
<i>Web Site</i>	<i>Mark Kulewicz / Christopher McBride</i>
<i>Photographer</i>	<i>Jennifer Bates</i>

MINUTES OF BOARD MEETING

**Koenig's Restaurant, 86 S. Tyson Ave., Floral Park, NY 11001
March 18, 2008**

Attendees:

Ed Bolden
Ray DiBiase
Armando Lepore
Mike Salatti
Grace Borden
Adam Allen

Gordon Meth
Bill McMenamin
Gus DaSilva
Lynn La Munyon
Andy Saracena
Mike O'Rourke

Edward Bolden called the meeting to order at 4:14 pm.

Old Business:

NYU Wagner Rudin Center Director Allison L. C. de CERREÑO--Ed Bolden indicated that she was ill and would not be attending tonight's Business Meeting. She offered to meet separately with the Board, or attend the April meeting. It was agreed that attendance at the April meeting was preferred.

Webinar status – Gordon Meth indicated that he should have the five sites for the May 15 webinar on traffic signal audits confirmed by March 28. The sites include PB Americas in Midtown; the Port Authority in Newark; GPI in Babylon, NY; the Rutgers CAIT center in New Brunswick; and possibly HDR in Westchester County. We will need to pay ITE Headquarters for the five sites @ \$250 each. Lynn LaMunyon stated that the fee is high because it includes webinar development costs. Ed Bolden indicated that he will place webinar info in the next TransTalk issue. Having Chris McBride send out an e-mail announcement was also discussed. Regarding fees for attendees, after a discussion, it was decided that non-members will be charged \$25, and members will be free. There is a \$10 additional charge for anyone who would like to obtain pdh credits, which are issued after an online quiz is taken. Sign-up will be limited to members, until the close-of-business on May 9, to help ensure that they have site seating priority. Sign-up will close 48 hours before the webinar.

Tax Filing Status Update--Mike Salatti stated that paperwork has been submitted. Mike O'Rourke will see to it that the new position of Administrator is written into the revised by-laws.

New Member Contact- Andy Saracena stated that the postcards for prospective members, to be made available at meetings, have been printed. It was agreed to have rubber stamps made up to pre-address the cards.

New Business:

Bergen Academies – Ed Bolden and John Miller attended a session today. Ed, who has been mentoring students there, stated that the session was productive.

Timing of Board meetings – Ed Bolden requested input on the timing of Board Meetings, as to whether they should run concurrently with the afternoon technical

MINUTES OF BOARD MEETING

Koenig's Restaurant, 86 S. Tyson Ave., Floral Park, NY 11001

March 18, 2008

sessions. Ray DiBiase stated that, in order to give Board Meeting attendees the opportunity to obtain New York continuing education credits, having only half of the Board Meetings run concurrently with the technical sessions in 2008 would be appropriate. An attempt will be made to achieve this.

Joint District 1/District 2 Meeting – Adam Allen distributed the draft program, which is mostly complete. There will be a link from the Section website to the meeting webpage, which will have links to the program and the reservations form. The meeting will be publicized at tonight's business meeting. Lynn LaMunyon discussed the District 1 reception, which will be held on Thursday, prior to the break preceding the dinner at Carmine's Restaurant. After a discussion it was agreed that beer, wine and popcorn will be served, in keeping with the meeting budget amount. Lynn noted that there would be an ITE gambling session at the meeting, and that she was meeting with hotel representatives regarding food vouchers.

January Meeting Venue – Ed Bolden stated that the Local Arrangements Chair should begin looking at alternate venues now.

E-mail for Paul Eng-Wong – To support Paul, who is running for International Vice President, a single e-mail will be sent to the Section's eligible voting members. The maximum number of e-mails is 750; Gordon Meth indicated that there are about 660 members who are eligible to vote.

Status of Speakers Bureau – Since Andy Paluri was unable to attend today's meeting, this topic will be added to the April meeting agenda.

April Meeting - Gordon Meth stated that the meeting will be held in Hamilton, NJ at the Hilton Garden Inn, which is charging \$50 per person including gratuity. The meeting will be a joint meeting with the Women's Transportation Seminar. The afternoon session will feature a Simulation Software Olympics. The evening speaker will be Pam Fischer.

Section Awards – Armando Lepore is working on this.

By-laws Committee – Mike O'Rourke indicated that he has just received an accurate copy of the by-laws (the copy on the website is not the current one). Mike is working with Rick King and Brian Dempsey. Mike feels that voting on revised by-laws will occur simultaneously with voting for next year's Section officers.

Meeting Minutes – Armando Lepore made a motion to adopt the February minutes, Bill McMenamin seconded, and by a unanimous vote the minutes were approved. Ray DiBiase suggested placing approved meeting minutes on the website; it was agreed that this should be done. A vote will be taken on the Business Meeting Minutes for January and February at tonight's Business Meeting.

Search for Potential New Bank – Bill McMenamin stated that he contacted HSBC and Chase representatives, and was told that each would require the outgoing and incoming treasurers to personally appear at the branch where the accounts are opened each year to update signatures. After a discussion about the presence of various banks in the Section's area, Bill indicated that he will contact Commerce Bank.

MINUTES OF BOARD MEETING

**Koenig's Restaurant, 86 S. Tyson Ave., Floral Park, NY 11001
March 18, 2008**

The meeting concluded at 5:25 pm, following a motion to adjourn by Gordon Meth, a second by Ray DiBiase, and a unanimous approval.

Respectfully submitted,

Raymond DiBiase