



July 2017 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
July 26, 2017
10:00 am – 11:30 am
Crown Plaza – Atlanta Midtown

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2016–2017):

<input checked="" type="checkbox"/>	Mike Holt, <i>President</i> Parsons Brinckerhoff
<input checked="" type="checkbox"/>	Alan Davis, <i>Vice President</i> GDOT
<input checked="" type="checkbox"/>	Jenny Johnson, <i>Secretary</i> Kimley-Horn
<input checked="" type="checkbox"/>	Xuewen Le, <i>Treasurer</i> Atkins
<input checked="" type="checkbox"/>	Tom Sever, <i>Past President</i> Gwinnett County DOT

Directors (2016-2017):

<input checked="" type="checkbox"/>	Jim Tolson ARCADIS
<input checked="" type="checkbox"/>	Bill Andrews City of Sandy Springs
<input type="checkbox"/>	Mark Demidovich GDOT
<input checked="" type="checkbox"/>	Matt Glasser GDOT

Directors (2017-2018):

<input checked="" type="checkbox"/>	Winter Horbal Temple
<input checked="" type="checkbox"/>	Alvin James Kimley-Horn
<input checked="" type="checkbox"/>	Keary Lord Atkins
<input checked="" type="checkbox"/>	Whitney Nottage Intelight
<input type="checkbox"/>	Billy Stalcup 360ns
<input type="checkbox"/>	Tom Udell CH2M

State Chapter Representative:

<input checked="" type="checkbox"/>	Jim Tolson ARCADIS
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Ex-Officio:

<input checked="" type="checkbox"/>	Greg Morris FHWA
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✓ *Indicates present at meeting*

Other Attendees Present:

Bill Wells – ITSGA

Issues Discussed	Action
Welcome <ul style="list-style-type: none"> The June 2017 meeting minutes and July 2017 agenda were distributed. Winter made a motion to approve the June 2017 meeting minutes. Alvin seconded the motion and approval was unanimous. 	
Budget/Financials <ul style="list-style-type: none"> Financial Report: Xuwen distributed the 2017 Annual Budget (as of July 17, 2017). 	
Other Business <ul style="list-style-type: none"> 2017 Annual Meeting: The meeting will be held from October 8-10, 2017 at the Hyatt Regency in Savannah, GA. The opening session will ideally be an ITSA board member, but Mike is having a hard time securing the speaker. Registration and sponsorships are currently open. Transpo 2018: The 2018 Chapter Summit will be from October 7-10, 2018 at the Hyatt Regency in Jacksonville, FL. Mike gave an update on the conference planning; he visited the venue and had positive reviews. The Inaugural Committee Chair call will be held on August 8th. ITSGA 20th Anniversary Celebration: We plan on having this celebration during the October Awards Monthly Meeting. We will invite all past presidents to give a panel presentation. Fall Holiday Dinner with GAITE: Mike provided an update on the Fall Holiday Dinner to be held jointly with GAITE. The event will be held at Smokerise on Sunday, November 12th. ITS America/PCB Training: Matt made a motion to not pursue any of the PCB Training sessions for 2018. Winter seconded the motion and approval was unanimous. The board decided not to pursue the ITSWC Ambassador Program. Regina Hopper has resigned as the CEO/Director of ITSA. 	<p><i>Mike to secure an opening speaker from ITSA for the Annual Meeting.</i></p> <p><i>Alvin, Jenny, and Winter to prepare some ideas for promoting the ITSGA 20th Anniversary Celebration.</i></p> <p><i>Mike to follow-up with Kimberly on the ITSWC Ambassador Program.</i></p>
Committee Updates <ul style="list-style-type: none"> Activities: The monthly meeting sponsor and speaker schedule was distributed. Matt is still trying to finalize the speaker panel for the August monthly meeting and the venue for the September monthly meeting. Bill Andrews mentioned that City Springs may be a potential venue location starting in 2018. Awards: Award nominations are currently open. Nominations are due by Friday, September 29th. Communications/Outreach: Bill Wells and Tom Sever are currently working on the Best of ITS America Award application. The board discussed making the monthly meetings available for live watching on the internet for agencies that are not close to Atlanta. Elections: Elections are currently underway. Legislative: The session is closed. No updates to report at this time. 	<p><i>Winter to continue securing nominations for elections.</i></p> <p><i>Alvin, Tom Sever, & Keary to continue reaching out to secure new members.</i></p> <p><i>Alvin to send updated membership list to Tom Sever and Keary.</i></p>

Issues Discussed	Action
<ul style="list-style-type: none"> • Membership & Finance: Our goal membership for 2017 is 80 members; we currently have 80 paid members. Jim Tolson is going to contact City of Savannah to become members in 2017; we discussed comping their membership for this year if they pay the registration to attend the Annual Meeting. We also discussed offering a discounted membership rate for agencies that are located greater than a certain distance from Atlanta; this would potentially go into effect in 2018. • Social Activities: The joint Atlanta Braves game with GAITE will be held on Friday, August 4th with the tailgate beginning at 5pm. Individuals pay \$5/ticket; GAITE/ITSGA pay the remaining ticket price and provide food. • Scholarships: The scholarship will be advertised to the students in mid-August. The committee will start advertising the scholarship at the beginning of May. The scholarship winners will be presented at the October monthly meeting. • ITS@GT Student Chapter: Jim Tolson will coordinate with the GA Tech Student Chapter once school resumes in August. • ITS America Liaison: ITS World Congress will be held from October 29-November 2, 2017 in Montreal. 	<p><i>Jim Tolson to follow-up with City of Savannah on membership opportunities.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • Utilicom is today's meeting sponsor. • Lisa Wilson with Norfolk Southern will be presenting at today's meeting on "Positive Train Control." • The next board meeting will be held at OGC on August 30th at 10:00am with the monthly meeting to follow at 11:30am. 	

Attachments:

ITS Georgia 2017 Annual Budget (as of July 17, 2017)

ITS Georgia Monthly Meeting Sponsor & Speaker Schedule

ITS Georgia 2017 Annual Budget
1/25/2017

Starting Balances		Checking =	\$	10,574.26
		Savings =	\$	80,452.01
			\$	91,026.27

INCOME

CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL
Administrative					
Membership Dues	Private Sector-Small	\$ 150.00		8 \$	1,200.00
Membership Dues	Private Sector-Large	\$ 350.00		72 \$	25,200.00
Subtotal					\$ 26,400.00

Annual Meeting					
Registration		\$ 56,000.00		1 \$	56,000.00
Sponsorship		\$ 38,000.00		1 \$	38,000.00
Miscellaneous		\$ 6,000.00		1 \$	6,000.00
Subtotal					\$ 100,000.00

Monthly Meetings					
Monthly Meeting Fees	Registration	\$ 2,000.00		10 \$	20,000.00
Monthly Meeting Sponsors	Lunch meeting Sponsors	\$ 500.00		10 \$	5,000.00
Annual Holiday Dinner	Members & spouses/guests	\$ 3,750.00		1 \$	3,750.00
Subtotal					\$ 28,750.00

TOTAL INCOME = \$ 155,150.00

EXPENSES

Administrative					
Wells Communication Inc	Bill Wells' contract	\$ 2,200.00		12 \$	26,400.00
Website fee	Annual fee for web/domain reg.	\$ 150.00		1 \$	150.00
Invity/Paypal fees	CC and reader usage fees	\$ 300.00		9 \$	2,700.00
ACEC	Administrative fee and magazine	\$ 1,200.00		1 \$	1,200.00
Secretary of State	Corporate registration	\$ 30.00		1 \$	30.00
Insurance	Hartford liability	\$ 425.00		1 \$	425.00
Taxes	ITSGA filing	\$ -		1 \$	-
ITSGA memberships	Membership dues	\$ 270.00		1 \$	270.00
ITSGA member rebates	Assume 5 requested	\$ 100.00		5 \$	500.00
Networking/social committee	Networking activities	\$ 1,200.00		1 \$	1,200.00
Training	Webinars, ITS plan review training	\$ 1,000.00		1 \$	1,000.00
2018 ITS Summit - Jacksonville	Seed money for promotions	\$ 1,000.00		1 \$	1,000.00
President's travel to ITSWC	Registration, hotel, travel expenses	\$ 3,000.00		1 \$	3,000.00
Miscellaneous	President's discretion	\$ 500.00		1 \$	500.00
General Admin Expenses					
Subtotal					\$ 38,375.00

Annual Meeting					
Hotel contract	Hyatt Regency Savannah	\$ 34,000.00		1 \$	34,000.00
Entertainment	Progressive dinner	\$ 16,000.00		1 \$	16,000.00
Miscellaneous	Golf, speaker gifts, shirts, prizes, etc	\$ 12,000.00		1 \$	12,000.00
Subtotal					\$ 62,000.00

Monthly Meetings					
Constant Contact	Web hosting for registration	\$ 75.00		10 \$	750.00
Meeting room rentals	Monthly meeting location	\$ 150.00		10 \$	1,500.00
Catering	Food for monthly meetings	\$ 1,800.00		10 \$	18,000.00
Speaker travel	Travel expenses	\$ 500.00		2 \$	1,000.00
Annual Holiday Dinner	Dinner & entertainment	\$ 7,500.00		1 \$	7,500.00
Subtotal					\$ 28,750.00

Sponsorships/Scholarships					
Engineers Week	Association Sponsor	\$ 500.00		1 \$	500.00
PE Recognition Dinner	Provides for one ITSGA attendee	\$ 300.00		1 \$	300.00
GA Engineering Awards Sponsorship	Sponsorship and table for 6	\$ 1,000.00		1 \$	1,000.00
Georgia Tech student chapter	Meeting reimbursements	\$ 100.00		6 \$	600.00
GT Exploring Engineering Academy	EEA Sponsorship	\$ 500.00		1 \$	500.00
Scholarships	Student scholarships (ITS/TEOP)	\$ 3,000.00		5 \$	15,000.00
Awards	ITSGA awards & scholarship plaques	\$ 1,000.00		1 \$	1,000.00
Subtotal					\$ 18,900.00

TOTAL EXPENSE = \$ 148,025.00

NET INCOME = \$ 7,125.00

Jan-17 Feb-17 Mar-17 Apr-17 May-17 Jun-17 Jul-17 Sum

\$ 1,100.00 \$ 300.00 \$ 150.00 \$ 150.00 \$ 150.00 \$ 150.00 \$ 1,850.00

\$ 8,050.00 \$ 4,900.00 \$ 4,100.00 \$ 4,200.00 \$ 350.00 \$ 1,750.00 \$ 23,550.00

\$ 500.00 \$ 500.00 \$ 500.00 \$ 500.00 \$ 500.00 \$ 500.00 \$ 3,500.00

\$ (31.76) \$ (31.17) \$ (30.57) \$ (64.62) \$ (12.95) \$ (58.45) \$ (229.52)

\$ (287.50) \$ (84.00) \$ (84.00) \$ (30.00) \$ (385.00) \$ (1,158.39)

\$ (66.39) \$ (160.00) \$ (378.00) \$ (554.00) \$ (1,299.00) \$ (1,299.00)

\$ (200.55) \$ (284.11) \$ (1,593.00) \$ (185.99) \$ (37.70) \$ (37.70)

\$ (65.00) \$ (65.00) \$ (65.00) \$ (65.00) \$ (65.00) \$ (65.00) \$ (455.00)

\$ (325.00) \$ (315.00) \$ (1,326.59) \$ (1,336.11) \$ (1,401.00) \$ (1,944.48) \$ (640.00)

\$ (1,782.98) \$ (1,469.00) \$ (1,510.22) \$ (1,268.59) \$ (1,326.11) \$ (1,401.00) \$ (10,702.38)

\$ (290.20) \$ (91.35) \$ (91.40) \$ (58.86) \$ (500.00) \$ (290.20) \$ -

6,439.85

Month	Date	Location	Topic	Speaker	Sponsor
January	Wed, Jan 25, 2017	Georgia Tech	Student Research	Student award winners	SESA
February	Wed, Feb 22, 2017	North Park	Drones	Said ElSaid - TNDOT	360 NS
March	Wed, Mar 29, 2017	OGC			WaveTronix
April	Wed, April 26, 2017	OGC	IoT	Cisco	Intelight - Whitney Nottage
May	Wed, May 31, 2017	OGC	Commute ATL App		Miovision - Lisa Wilhelm
June	Wed, Jun 28, 2017	OGC	Legislative Update	Brandon Beach	Beiden - Tami Healey
July	Wed, Jul 26, 2017	OGC	Positive Train Control	Lisa Wilson	Utilicom - Bennett Thompson
August	Wed, Aug 30, 2017	OGC	Small but Significant	Tabitha Turner (confirmed) - Pedestrian Crossing Guard & signal operations. Wyvern/Fulton County (confirmed) - School Zone Upgrade. John's Creek - operational improvements? Douglas County? Cobb County?	Cohu - Bonnie Bird
September	Wed, Sept 27, 2017	HNTB/Regency Suites?	Solar Roads	Allie Kelly - The Ray	Vaisala - Jason Pendulum
October	25-Oct	Magdano's	Awards/ITS GA 20th Anniversary	Mike Holt/Past Presidents	KCI - Chuck Bailey
November	open				
December	open				