

## September 2017 Board Meeting Documentation

ITS Georgia Monthly Board Meeting September 27, 2017 10:00 am – 11:30 am Northpark

## ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2016–2017):	<u>Directors (2016-2017):</u>	<u>Directors (2017-2018):</u>
Mike Holt, President Parsons Brinckerhoff	Jim Tolson ARCADIS	✓ Winter Horbal Temple
Alan Davis, Vice President GDOT	Bill Andrews City of Sandy Springs	Alvin James Kimley-Horn
Jenny Johnson, Secretary Kimley-Horn	Mark Demidovich GDOT	Keary Lord Atkins
Xuewen Le, Treasurer Atkins	Matt Glasser GDOT	Whitney Nottage Intelight
Tom Sever, Past President Gwinnett County DOT		Billy Stalcup 360ns
State Chapter Representative:	Ex-Officio:	Tom Udell CH2M
Jim Tolson ARCADIS	Greg Morris FHWA	CALLATA
✓ Indicates present at meeting		
Other Attendees Present:		

Bill Wells – ITSGA

Issues Discussed	Action
Welcome	
<ul> <li>The August 2017 meeting minutes and September 2017 agenda were distributed.</li> <li>Bill Andrews made a motion to approve the August 2017 meeting minutes. Winter seconded the motion and approval was unanimous.</li> </ul>	
Budget/Financials	
<ul> <li>Financial Report: Xuewen distributed the 2017 Annual Budget (as of September 17, 2017).</li> <li>Scholarship Budget: It was discussed that the scholarship budget would be reduced from \$15,000 to \$13,800 to account for Billy Kihei's \$1,200 ITSWC scholarship.</li> </ul>	Xuewen to coordinate with Jim Tolson on the financials for the 2017 Annual Meeting.  Xuewen to revise the scholarship budget line.
Other Business	
<ul> <li>2017 Annual Meeting: Mike gave an update on the planning for the 2017 Annual Meeting. The meeting will be held from October 8-10, 2017 at the Hyatt Regency in Savannah, GA.</li> <li>Transpo 2018: Mike gave an update on the conference planning. The 2018 Chapter Summit will be from October 7-10, 2018 at the Hyatt Regency in Jacksonville, FL.</li> <li>ITSGA 20<sup>th</sup> Anniversary Celebration: We plan on having this celebration during the October Awards Monthly Meeting. We will give a presentation centering around the 20<sup>th</sup> Anniversary.</li> <li>Fall Holiday Dinner with GAITE: The Fall Holiday Dinner will be held jointly with GAITE. The event will be held at Smokerise on Sunday, November 12<sup>th</sup>. GAITE will be heading up this event; registration will go through GAITE's website.</li> <li>ITS America: ITSA World Congress will be held on October 8-10, 2017 in Montreal; the discounted registration code is GEORGIA (\$1099).</li> </ul>	Alvin, Jenny, and Winter to prepare presentation for the ITSGA 20 <sup>th</sup> Anniversary Celebration to be given at the October monthly meeting.
Committee Updates	
<ul> <li>Activities: Bill Wells discussed using Fuze as a live webcast for monthly meetings. We will offer PDHs for the webcast to those who are members of ITSGA. The total cost of the webcast is only \$360/year.</li> <li>Awards: Award nominations are currently open. Nominations are due by Friday, September 29<sup>th</sup>.</li> <li>Communications/Outreach: No updates to report at this time.</li> <li>Elections: Elections close October 4<sup>th</sup>.</li> <li>Legislative: The session is closed. No updates to report at this time.</li> </ul>	Xuewen and Jenny to look into including Fuze into next year's budget.  Matt to look into a venue on the GA Tech campus for the January 2018 monthly meeting.

Issues Discussed	Action
<ul> <li>Membership &amp; Finance: Our goal membership for 2017 is 80 members; we currently have 92 paid members.</li> <li>Social Activities: No updates to report at this time.</li> <li>Scholarships: The scholarship winners will be presented at the October monthly meeting. Scholarships are due by October 14<sup>th</sup>.</li> <li>ITS@GT Student Chapter: Mike mentioned that their monthly meeting that was held last week went well and had a good turnout.</li> </ul>	Jenny and Tom Sever to finalize ITSGA Award Winners and order Award plaques.  Keary to send list of scholarship winners to Jenny. Jenny to order plaques for scholarship winners.
<ul> <li>Closing Remarks</li> <li>Vaisala is today's meeting sponsor.</li> <li>The Ray Executive Director, Allie Kelly, will be presenting at today's meeting on "Solar Road Applications in Georgia."</li> <li>The next board meeting will be held at Maggiano's on October 25<sup>th</sup> at 10:00am with the Annual Awards Banquet to follow at 11:30am.</li> </ul>	

## **Attachments:**

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

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

Jul-17

Aug-17

Sep-17 Sum

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	Catering Speaker travel Annual Holiday Dinner  Sponsorships/Scholarships Engineers Week PE Recognition Dinner GA Engineering Awards Sponsorship Georgia Tech student chapter GT Exploring Engineering Academy Scholarships Awards	Annual Meeting Hotel contract Entertainment Miscellaneous  Monthly Meetings Constant Contact Meeting room to parak	Wells Communication inc Website fee Inuit/Paypal fees ACEC Secretary of State Insurance ITSA memberhips ITSA memberhips ITSA member rebates Networking/social committee Training 2018 ITS Summit - Jacksonville President's travel to ITSWC Miscellaneous General Admin Expenses	Sponsorship Miscellaneous Monthly Meeting Fees Monthly Meeting Fees Monthly Meeting Sponsors Annual Holiday Dinner  EXPENSES Administrative	CATEGORY  Administrative  Membership Dues  Membership Dues  Annual Meeting  Registration
		Hyatt Regency Savannah Progressive dinner Golf, speaker gifts, shirts, prizes, etc Web hosting for registration Monthly monation is prized.	Bill Wells' contract Annual fee for web/domain reg. CC and reader usage fees Administrative fee and magazine Corporate registration Hartford liability ITSGA filing Assume 5 requested Networking activities Webinars, ITS plan review training Seed money for promotions Registration, heel, travel expenses President's discretion	Registration Lunch meeting Sponors Members & spouses/guests	DESCRIPTION  Private Sector-Small  Private Sector-Large
	\$ 1,86 \$ 7,50 \$ 7,50 \$ 1,00 \$ 1,00 \$ 3,00 \$ 1,00		\$ 2,24 \$ 31 \$ 1,27 \$ 4,3 \$ 4,3 \$ 4,3 \$ 1,27 \$ 4,3 \$ 1,27 \$ 2,7 \$ 1,00 \$ 1,00 \$ 1,00 \$ 3,00 \$ 3,00 \$ 3,00	\$ 38,000.00 \$ 6,000.00 \$ 2,000.00 \$ 2,000.00 \$ 500.00 \$ 3,750.00	
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