



*February 2014
Board Meeting Documentation*

ITS Georgia Monthly Board Meeting
February 27, 2014
10:30 am – 11:15 am
Petite Auberge Restaurant

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2014–2015):

Tom Sever, *President*
Gwinnett County

Grant Waldrop, *Vice President*
GDOT

Jennifer Johnson, *Secretary*
Kimley-Horn and Associates, Inc.

Ashlyn Morgan, *Treasurer*
Atkins

Scott Mohler, *Past President*
URS Corporation

State Chapter Representative

Shaharm Malek
Arcadis

✓ *Indicates present at meeting*

Directors 2013–2014:

Eric Graves
City of Alpharetta

Winter Horbal
Temple, Inc.

Keary Lord
Douglas County

Prasoon Sinha
Arcadis

David Smith
DeKalb County

Kristin Turner
Wolverton & Associates

Directors 2014–2015:

Yancy Bachman
World Fiber Technologies

Mark Demidovich
GDOT

Kenn Fink
Kimley-Horn and Associates, Inc.

Mike Holt
Parsons Brinckerhoff

Ex-Officio

Greg Morris
FHWA

Andres Ramirez
FTA

Other Attendees Present:

Bill Wells
Taylor Stukes (Speaker)

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> The January 2014 Meeting Minutes and February 2014 Agenda were distributed. Kenn made a motion to approve the January 2014 Meeting Minutes. Kristin seconded the motion and approval was unanimous. Tom introduced the guest speaker for the February 27th meeting, Taylor Stukes. 	
<p>2014 Budget</p> <ul style="list-style-type: none"> Ashlyn passed out an updated budget (previous budget that was emailed to the group was incorrect). She broke the revenue and costs out. January 2014 financials are up-to-date. February 2014 financials are up-to-date except what will be brought in at the February 27th meeting and the related expenses for the meal (\$17/person = \$1,860). Engineers Week and Legislative Reception were paid for in the month of February. Grant gave an update on ITS 3G Summit. He mentioned the check is likely to come in November, but we can request \$1,000 seed money back. We need to let him know if we need to do that (if we run low on funds). For the Awards Banquet, the group talked about if we wanted to just breakeven on the event or actually make a profit. The budget currently shows a \$5,000 place holder. Mike mentioned adding a sponsorship for Transportation Engineers of the Future Scholarship program as we have done this in the past. This would be \$1,000. David also mentioned adding a \$1,200 sponsorship for Exploring Engineering Academy. A motion was made to wait until the March 2014 board meeting to make a decision on either sponsorship. 	<p><i>Ashlyn to delete income for monthly meetings from the budget where no meetings will be held (change from 9 months to 8 months to match forecast).</i></p> <p><i>Ashlyn to add totals for revenue and costs at the end of the budget.</i></p> <p><i>Ashlyn to reduce "Miscellaneous" line item under the Admin section of the budget to \$500.</i></p> <p><i>Ashlyn to verify that all equations on the budget add up.</i></p>
<p>Other Business</p> <ul style="list-style-type: none"> The group talked about deciding on a meeting location. The vote was to either keep it at URS (\$17/person) or to have it at Petite Auberge Restaurant. A poll will be taken to see how people like Petite Auberge, and a decision will be made after that. ARC would cost about \$30/person. 	<p><i>Jennifer to get cost estimates for the Awards Banquet from Crowne Ravinia and the 1818 Club for both a luncheon or dinner event.</i></p>

Issues Discussed	Action
<ul style="list-style-type: none"> • There are only 2 payment options for constant contact. We are going to use PayPal. Scott made a motion to approve the use of PayPal. David seconded the motion and approval was unanimous. • Two options for the Awards Banquet were presented. The group wants to have more information for a lunch or dinner option at either Crowne Ravinia or the 1818 Club. • C3 Summit call for presentations must be submitted by Monday, March 3rd. Also, partial comp for registration or hotel will be given to public sector attendees who are actively involved. • Scott and Mike are starting to complete site visits for next year's Annual Meeting. 	
<p>Other Business</p> <ul style="list-style-type: none"> • The next Board meeting will be held on March 27th, 2014 at 10:00 AM. Location TBD. 	<p><i>Decide on a meeting location for the March 2014 board meeting and monthly meeting.</i></p>