

Draft - 10/31/07

BOARD OF DIRECTORS MEETING, 10/25/07

Members Present	Members Not Present	Other Attendees
Boodhoo, Ron - GDOT Bradford, Anthony, GDOT Demidovich, Mark - GDOT Dunn, Susie - ARC Fink, Kenn - Kimley-Horn Hebbani, Lokesh - FHWA Holmes, Carla - Grice Stukes, Taylor - GSP Waters, Marion - GSP	Green, Shaun - GRTA Hibbard, John - PBS&J Macaulay, Christine - Delcan Malek, Shahram - Iteris Mohler, Scott - Transcore Sever, Tom - Gwinnett Woodward, Marvin - GRTA	Well, Bill - ITSGA

Welcome and Introductions

Anthony Bradford, new ITS Georgia President, welcomed attendees and asked Ron Boodhoo, the only new member of the Board present, to introduce himself. Susie Dunn, Treasurer, distributed a spreadsheet which contained a chronology of both present and past ITS Georgia directors. She mentioned that Wayne Shackelford was the first and only chair of ITS Georgia.

President's Report

Bradford stated that the purpose of the meeting was to determine the overall direction of the Board for the upcoming year. He mentioned that there are normally 8-9 Board meetings per year, with no meetings in November and December. A holiday social was mentioned as a possibility sometime during the month of December. Kenn Fink volunteered to set up this luncheon as his last official act as Activities Committee Chair.

ITS GEORGIA BOARD OF DIRECTORS

Officers/Directors (2005-2007):

Anthony Bradford, President
Georgia Department of Transportation
Kenn Fink, Vice President
Kimley-Horn and Associates
Christine Macaulay, Secretary
Delcan
Susie Dunn, Treasurer
Atlanta Regional Commission
Marvin Woodward, Immediate Past President
Georgia Regional Transportation Authority

Directors 2006-2008:

Mark Demidovich
Georgia Department of Transportation
Shaun Green
Georgia Regional Transportation Authority
Scott Mohler
URS Corporation

State Chapter Representative

Kenny Voorhies
Cambridge Systematics

Directors 2007-2009:

Ronald Boodhoo
Georgia Department of Transportation
John Hibbard
Post, Buckley, Schuh & Jernigan
Carla Holmes
Grice & Associates
Shahram Malek
Iteris
Tom Sever
Gwinnett County DOT
Taylor Stukes
Iteris
Marion Waters
Gresham Smith & Partner

Treasurer's Report

Susie Dunn distributed monthly reports showing a current membership of 65 organizations and total assets of over \$60K. It was noted that calendar 2007 to date, the net impact of major budget categories is as follows:

Administration	(\$1.9K)
Activities Committee	(\$3.1K)
Annual Meeting	8.4K
Communications Committee	\$13.5K
Membership Committee	\$16.3K

Annual Meetings

- **2008** - Waters stated that establishing a date for the 2008 annual meeting should be done soon. He noted that by February 2008, a full list of speakers should be nailed down.

TRANSP0 2008 - Several Board members suggested consideration of holding the 2008 Annual Meeting in conjunction with TRANSP0 2008 which will be held somewhere in south Georgia.

- **2007 After Action Report -**

President Bradford stated that the 2007 annual meeting in Augusta was outstanding, well organized, with excellent facilities and good opportunities for vendors. Dunn added that a very special thanks should be given to John Hibbard and PBS&J for their financial, planning and staffing resources that made the annual meeting such a success.

A financial summary was distributed for review. Once the final outstanding registration checks are received, the event will net approximately \$9.5K. Dunn also noted that the exhibitor participation was excellent, and that a net \$125 was received from each. She also noted that the initial experience with using Paypal this year is still under evaluation. Approximately 27% of the 125 attendees used this system.

Final numbers are as follows:

Total registered:	128 (of that total, 9 were no-shows)
Total attendees:	125 (of that total, 6 were walk-ups)
Compted registrations:	19 (staff, speakers, exhibitors)

Fink suggested at the next annual meeting, exhibitors be allowed the opportunity to provide a five minute overview of their newest products. This suggestion was expanded to suggest one presentation be given by a non-vendor ITS Georgia spokesperson, which encompasses all exhibitors present using a few key bullets provided by each vendor. Vendors at the ITS Georgia Annual meeting were sent surveys which asked questions about their experience at the Annual Meeting and 14 of the 19 have responded thus far. Taylor Stukes

mentioned that vendors are a great source of information and he believes that engineering students would greatly benefit from hearing vendor presentations.

- **ITS World Congress - November 2008** - Marion Waters made a motion that if sufficient funds are not available from GDOT, ITS Georgia should sponsor President Bradford's attendance to the World Congress in New York in mid-November 2008. The motion was overwhelmingly accepted by the Board. Carla Holmes noted that John Funny is on the planning committee for that event.

Monthly Luncheon Meetings

Chair Bradford asked to revisit the financial impact of monthly meetings. Marion Waters noted that the monthly meetings serve a vital function, that is, to further the visibility of ITS and provide a sense of cohesiveness between both the public and private sectors. Kenn Fink suggested that making the meeting more mobile could increase attendance. He suggested that at least two meetings in 2008 be held outside the Loudermilk Center, possibly at Georgia Tech, Macon, or even the TMC.

Dunn made the following motion which passed unanimously:

1. Prices charged for government employees and the private sector shall remain at \$15 and \$25, respectively.
2. Unless the deficit per luncheon goes over \$500, the issue of registration cost increases, etc., will not be addressed again until next October.
3. "No shows" will not be billed.
4. Luncheon sponsors will be periodically solicited.

Lokesh Hebbani noted the importance of having sponsorships for the monthly meetings. Marion Waters stressed the importance of planning ahead for speakers. He noted that a joint ITE/ASCE meeting might be beneficial.

Dunn recommended having Bill Wells send out a blast e-mail encouraging members and other interested parties to mark their 2008 calendars for ITS Georgia luncheons on the last Thursday of each month.

New Business

- **ITS Georgia Goals and Objectives for 2008**
 - Increase monthly meeting attendance. Carla Holmes suggested having joint meetings with ASCE, ASHE, and TIME would give ITS more visibility
 - Identify the right topics (e.g., the impact on ITS projects with the current transportation funding shortfalls) and good speakers (e.g., Tim Lomax, TTI)
 - Identify measures of success
 - Encourage/support ITS projects at Georgia Tech. Marion Waters noted the need to form partnerships with universities and other agencies to spread the word about ITS.

- Provide information to the 2008 Legislature. Lokesh Hebbani mentioned that ITS Florida puts up displays in their Capitol building.
- **New GDOT Commissioner** - Gena Abraham will officially begin duties as the new Commissioner in December 2007. Bradford noted that it will be important to ITS Georgia to get some feedback from the new commissioner about her goals and objectives. It was suggested that in the November transition period, if Commissioner Linnenkohl and Abraham take a tour of the TMC, that ITS Georgia sponsor a luncheon. Susie Dunn agreed to present this proposal to GDOT. Additionally, Dunn proposed that Bill Wells develop a congratulatory letter to Abraham signed by the ITS Georgia Board as an introduction.

Committee Chair Appointments by President

- **Activities Committee** - Mark Demidovich and Marion Waters will serve as chair and co-chair of the Activities Committee.
- **Annual Meeting Committee** - Bradford mentioned that there are several volunteers and potential locations for the next Annual meeting.
- **Communications Committee** - Bradford stated that he would like Bobbie Sanghvi to continue chairing this committee.
- **Elections Committee** - Carla Holmes volunteered to chair this committee.
- **Membership Committee** - Shaun Green and Kenn Fink were proposed.

President Bradford thanked attendees for their participation and adjourned the meeting.

Next Board Meeting - January 31st, 10:00 AM - ARC West C/R