



February 2008 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
February 28, 2008
10 am – 11:20 am
Georgia Tech

ITS GEORGIA BOARD OF DIRECTORS

Officers/Directors (2005-2009):

Anthony Bradford, *President*
 Georgia DOT
Kenn Fink, *Vice President*
 Kimley-Horn and Associates
Christine Macaulay, *Secretary*
 Delcan
Susie Dunn, *Treasurer*
 Atlanta Regional Commission
Marvin Woodward, *Immediate Past President*
 GRTA

Directors 2006-2008:

Mark Demidovich
 Georgia DOT
Shaun Green
 GRTA
Scott Mohler
 URS Corporation

State Chapter Representative

Kenny Voorhies
 Cambridge Systematics

Directors 2007-2009:

Ronald Boodhoo
 Georgia DOT
John Hibbard
 PBS&J
Carla Holmes
 Grice & Associates
Shahram Malek
 Iteris
Tom Sever
 Gwinnett County DOT
Taylor Stukes
 Iteris
Marion Waters
 Gresham Smith & Partner

Attendance:

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

| <u>Issues Discussed</u> | <u>Action</u> |
|---|--|
| <p>President's Welcome</p> <ul style="list-style-type: none"> - President Bradford thanked the board for the donation to the Scholarship Program (Todd Long). - The board briefly discussed possible topics for Gena to discuss at the March monthly luncheon. | |
| <p>Secretary's Report</p> <ul style="list-style-type: none"> - Christine reviewed last month's meeting minutes including action items. | |
| <p>Treasurer's Report</p> <ul style="list-style-type: none"> - We have 22 members that have not paid their 2008 membership dues. - The check has been mailed for the Transportation Engineering of the Future Pledge scholarship program. - We made money (\$400) on the February monthly luncheon. - We continue to have issues with Paypal. The board agreed not to use Paypal in the future. | <p>Susie/Christine: Correct the terms of the officers on our current board list. Susie: Follow-up with unpaid members.</p> |

| <u>Issues Discussed</u> | <u>Action</u> |
|--|---|
| Committee Reports | |
| Activities Committee | |
| <ul style="list-style-type: none"> - Some monthly meetings still need speakers for the assigned topics. - Anthony suggested having a contingency plan if speakers cancel at the last meeting. - Bill mentioned that each month people make meeting topic suggestions when registering for the luncheons. - Bill is responsible finding monthly meeting sponsors. Kenn suggested sending out an email specifically requesting sponsors with meeting topics. | <p>Bill: Send meeting topics to the activities committee from the Web site.</p> <p>Bill: Send an email for meeting sponsors.</p> |
| March monthly luncheon | |
| <ul style="list-style-type: none"> - The rooms in GCATT can sit 200 people for a luncheon. We can rent the GCATT facility for free for the March meeting. - We should prepare an internal press release to be posted on the ITSGA Web site. - We should stay focused on ITSGA during the meeting. - The registration will be cut off at 180 registrants. | <p>Bill: Prepare an internal monthly press release for March's meeting.</p> <p>Susie: Send the March monthly luncheon announcement to the 18-county email list.</p> |
| Communications Committee | |
| <ul style="list-style-type: none"> - A committee report form has been created to document committee activities. A copy will be posted on the Website for easy access. - Next month Bill will be working on the annual report. | <p>Susie: Include ITS as a topic for the TCC meetings.</p> |
| Elections Committee | |
| <ul style="list-style-type: none"> - Nothing to report. | <p>Committee Chairs: Complete monthly committee report forms</p> |
| Membership Committee | |
| <ul style="list-style-type: none"> - Henry County has joined since the last meeting. - The committee should use the monthly luncheon registration list as a target for outreach. - The committee should ensure current members are maintaining their memberships. We do not want to focus on obtaining new member that we forget about sustainability. | |

Issues Discussed

Action

Annual Meeting Conference

- TIME and ITSGA have agreed to combine the annual conference.
- Date: October 19-21, 2008
- Location: Savannah
- We need to manage the expectations between TIME and ITSGA.
- Proposed Themes: Where the Rubber Meets the Road; ITS TIME;
- The annual conference planning committee will meet tomorrow.