



May 2015
Board Meeting Documentation

ITS Georgia Monthly Board Meeting
May 28, 2015
10:00 am – 11:00 am
AECOM Office

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2014–2015):

- Tom Sever, *President***
Gwinnett County
- Grant Waldrop, *Vice President***
GDOT
- Jennifer Johnson, *Secretary***
Kimley-Horn & Associates, Inc.
- Ashlyn Morgan, *Treasurer***
Atkins
- Scott Mohler, *Past President***
URS Corporation

Directors (2014-2015):

- Yancy Bachmann**
World Fiber Technologies
- Mark Demidovich**
GDOT
- Kenn Fink**
Kimley-Horn & Associates, Inc.
- Mike Holt**
Parsons Brinckerhoff

Directors (2015-2016):

- Derrick Crowder**
City of Roswell
- Winter Horbal**
Temple, Inc.
- Alvin James**
Kimley-Horn & Associates, Inc.
- Keary Lord**
Serco
- Andy Phlegar**
Atkins
- Eli Veith**
Veith Traffic

State Chapter Representative:

- Shahram Malek**
Arcadis

Ex-Officio:

- Greg Morris**
FHWA

✓ *Indicates present at meeting*

Other Attendees Present:

Bill Wells

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> The April 2015 meeting minutes and May 2015 agenda were distributed. Scott made a motion to approve the April 2015 meeting minutes. Winter seconded the motion and approval was unanimous. 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> Budget Update: There is currently \$23,000 in the checking account and \$27,000 in the CD. The balance does not include the additional \$5,000 from the 3C Summit. Ashlyn is going to withdraw the CD by June 15th. Taxes were filed by April 30th. Ashlyn will be out next month, and Brent Harden will fill-in for her while she is out. D&O Insurance: General insurance coverage is \$425/year, and annual meeting coverage is \$1,100/year. Winter mentioned that GAITE has insurance for its board for under \$500 and has no annual meeting coverage. Tom believes that some sort of coverage for the board is necessary. 	<p><i>Ashlyn to withdraw money from CD account by June 15th.</i></p> <p><i>Keary to forward D&O Insurance policy information to the Board for review.</i></p>
<p>Other Business</p> <ul style="list-style-type: none"> Engineering Georgia Magazine: Bill is the new Director of Planning for the magazine. The new issue is out. The ITSGA column for the next issue has been submitted and focuses on the 2015 Annual Meeting. Mike is assisting Bill with these efforts. The magazine is always looking for press releases and article ideas. Georgia Tech Student Chapter: Esteban Carrillo is the advisor. We will be having a potential joint meeting in October. Anyone interested in presenting at the student chapter or doing a sponsor luncheon should contact Esteban. The chapter is focusing on a breadth of disciplines, not just civil engineering. This will hopefully increase participation in the scholarship program. Bylaws Review & Discussion: Tom will schedule this for the June board meeting. 2015 ITSA Annual Meeting: The meeting will be held May 30th thru June 3rd in Pittsburgh, PA. Shahram and Jonathan Moore will be attending. Shahram will be participating at the Chapter Strengthening workshop. Carolinas ITS Chapter: The chapter is still in its formation phases. Kenn mentioned that if anyone is interested in helping them to contact Dan Campbell. 	<p><i>Tom to schedule Bylaws Review & Discussion for the June board meeting.</i></p>

Committee Updates

- Activities: Speakers are tentatively lined up for the remaining monthly meetings. Eli and Esteban are coordinating with GA Tech about a potential joint meeting in October.
- Membership & Finance: Alvin mentioned that membership is up to 36 this month. The next four monthly meeting sponsors are not paid members. Mike mentioned that we should tack on the membership fees onto the sponsorship fees.
- 2015 Annual Meeting: The meeting will be Sunday, September 27th thru Tuesday, September 29th at the Jekyll Island Club. Ashlyn said the link for the sponsorship is ready to be sent out. They met with the hotel last week and have decided on the menu. They are still waiting on the invoice before setting the registration costs. Yancy plans on meeting with the hotel to determine table costs before setting the exhibitor costs. The room rate is \$144 for the regular rooms. Whitney will have the next technical committee meeting on Wednesday, June 3, and all speakers will be locked down by then. Tom mentioned that we will give a small presentation about the annual meeting at the June monthly meeting.
- 2016 Annual Meeting: Scott and Mike have narrowed it down to the Hyatt in Savannah or Callaway Gardens. The Hyatt is available from September 17-20, 2016 with a \$186/night room rate. At this rate, they propose subsidizing some of the hotel room rate through the registration fees. Callaway Gardens is available from September 24-27, 2016 with a \$141/night room rate. Jenny made a motion to approve Callaway Gardens as the 2016 Annual Meeting location. Winter seconded the motion. Majority ruled in favor for Callaway Gardens. The Hyatt in Savannah will be a possible location for the 2017 Annual Meeting.
- Communications & Outreach: Bill is creating a mobile-friendly ITSGA website so that it is compatible with the Google search engine.
- Legislative: Jay Roberts is the new Director of Planning.
- Awards and Elections: Bill is coordinating with Kenn and Winter on elections. All officers are up for re-election as well as 4 directors. If anyone wants to run for re-election, they should let Kenn and Winter know. Self-nominations are encouraged. Nomination forms will be anonymous. Bill hopes to have the nominations open for voting from late June to early August. Tom mentioned that people can present during the August monthly meeting on why they want to run for a Board position. Bill will coordinate with Jenny and Derrick on awards.
- Scholarships: Mark and Andy are coordinating the scholarships. The scholarships will be awarded at the annual meeting. Kristin Phillips is the previous Scholarship Committee Chair. Esteban can also help disseminate the scholarship information to the GA Tech chapter. The total budget for the scholarships is \$3,500.

Eli and Esteban to coordinate with GA Tech about a potential joint meeting in October.

Winter and Alvin to follow-up with sponsors to collect their membership dues.

Bill to send out e-blast for 2015 Annual Meeting sponsorship sign-ups.

Ashlyn to determine registration costs and Yancy to determine exhibitor costs for the 2015 Annual Meeting.

Whitney to send preliminary agenda for the 2015 Annual Meeting to Bill to post on the website.

Brent to prepare a small presentation about the 2015 Annual Meeting to share at the June monthly meeting.

Scott and Mike to finalize contract with Callaway Gardens as the 2016 Annual Meeting location and to start negotiating with the Hyatt in Savannah as the 2017 Annual Meeting location.

Bill to send out e-blast for election and award nominations by the June monthly meeting.

Bill to send awards information to Jenny and Derrick for review.

<ul style="list-style-type: none"> • Social Activities: The next event will be the Marietta concert series to see a Motown band, The Neons, on Friday, June 26th. It is a free concert at Marietta Square. ITSGA is going to rent a few picnic tables for the event. 	<p><i>Mark and Andy to finalize the Scholarship Application.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • Jan Seigler from Wavetronix is today's meeting sponsor. Matt Glasser will be presenting on GDOT's Road Weather Information Systems (RWIS). • The next board meeting will be held on June 25th at 9:30 AM at AECOM offices with the June monthly meeting to follow at 11:30 AM. The National Operation Center of Excellence will be presenting at the June board meeting. 	

Attachments:

None