



# January 2013 Board Meeting Documentation

**ITS Georgia Monthly Board Meeting**  
**January 31, 2013**  
**9:45 am – 11:15 am**  
**URS Corporation**

## ITS GEORGIA BOARD OF DIRECTORS

<u>Officers / Directors (2012–2013):</u>		<u>Directors 2012– 2013:</u>		<u>Directors 2013– 2014:</u>	
<input checked="" type="checkbox"/>	<b>Scott Mohler, <i>President</i></b> URS	<input checked="" type="checkbox"/>	<b>Mark Demidovich</b> GDOT	<input checked="" type="checkbox"/>	<b>Eric Graves</b> City of Alpharetta
<input checked="" type="checkbox"/>	<b>Tom Sever, <i>Vice President</i></b> Gwinnett DOT	<input checked="" type="checkbox"/>	<b>Susie Dunn</b> ARC	<input checked="" type="checkbox"/>	<b>Winter Horbal</b> Temple, Inc.
<input checked="" type="checkbox"/>	<b>Kristin Turner, <i>Secretary</i></b> Wolverton & Associates, Inc.	<input checked="" type="checkbox"/>	<b>Carla Holmes</b> Gresham Smith & Partners	<input checked="" type="checkbox"/>	<b>Keary Lord</b> Douglas County
<input checked="" type="checkbox"/>	<b>Christine Simonton, <i>Treasurer</i></b> Delcan	<input checked="" type="checkbox"/>	<b>Grant Waldrop</b> GDOT	<input checked="" type="checkbox"/>	<b>Michael Roberson</b> GDOT
<input checked="" type="checkbox"/>	<b>Marion Waters, <i>Past President</i></b> Gresham Smith & Partners			<input checked="" type="checkbox"/>	<b>David Smith</b> DeKalb County
	<b><u>State Chapter Representative</u></b>		<b><u>Ex-Officio</u></b>	<input checked="" type="checkbox"/>	<b>Prasoon Sinha</b> Arcadis
<input checked="" type="checkbox"/>	<b>Shaharm Malek</b> Arcadis	<input checked="" type="checkbox"/>	<b>Greg Morris</b> FHWA		
		<input type="checkbox"/>	<b>Andres Ramirez</b> FTA		
<input checked="" type="checkbox"/>	<i>Indicates present at meeting</i>				

**Other Attendees Present:**

Kenn Fink – Kimley Horn & Associates (2013 Annual Meeting Committee Chair)  
 Mike Holt – Parsons Brinckerhoff (Activities Committee Chair)

Issues Discussed	Action
<p><b>Approvals</b></p> <ul style="list-style-type: none"> <li>Christine made a motion to approve the December 2012 meeting minutes and Winter seconded the motion. Approval was unanimous.</li> </ul>	
<p><b>Monthly Meeting Location</b></p> <ul style="list-style-type: none"> <li>Scott has reserved the North Park Meeting location for the next four monthly meetings.</li> </ul>	
<p><b>ITSGA State Chapter Awards</b></p> <ul style="list-style-type: none"> <li>Bill will have a draft shortly and the application is due 2/15/13.</li> </ul>	
<p><b>GEA/ACEC Update</b></p> <ul style="list-style-type: none"> <li>There are still 7 people involved and Scott still attends the Board Meetings. Scott would like to minimize our involvement with GEA/ACEC which would mean we need to have a new physical address and move our files out of their storage.</li> </ul>	<p><i>Marion will check with GEA/ACEC to see if we can just use their mailing address (not any of their other services) and forward our mail to a new location.</i></p>
<p><b>Sponsorships Volunteer</b></p> <ul style="list-style-type: none"> <li>Mike has volunteered to be the Activities Committee Chair.</li> <li>KHA has volunteered to be the Annual Meeting Sponsor. Kenn is still looking for an Annual Meeting Sponsor. Keary and Winter will work on finding monthly meeting sponsors.</li> </ul>	
<p><b>Tax Filing Status</b></p> <ul style="list-style-type: none"> <li>We will have to pay \$250 to ITS America to file our 2010 taxes. This was also an oversight for 2 other chapters. However, our 2011 taxes were filed. Christine requested that we pay \$250 annually to ITS America to file our taxes and the Board agreed.</li> </ul>	
<p><b>Ken Voorhies Service Award</b></p> <ul style="list-style-type: none"> <li>ITSGA will present Ken Voorhies a service award for exceptional service as State Chapter Representative from 1997 to 2012.</li> </ul>	
<p><b>Miscellaneous</b></p> <ul style="list-style-type: none"> <li>We have 4 new members: Activu, Adaptive, Grice &amp; Associates and Parsons Brinckerhoff.</li> <li>Beginning on March 28, all non-renewed members will be paying the non-member monthly meeting prices.</li> <li>Kenn reported that a few agencies are not receiving ITSGA emails from constant contact.</li> </ul>	

Issues Discussed	Action
<p><b>Activities Committee</b></p> <ul style="list-style-type: none"> <li>• Patrece has sent brainstorming notes to Mike. Scott Shogan from PB in Michigan will tentatively be our March Meeting speaker and will talk about connected vehicles.</li> <li>• Rhythm Engineering is doing a lunch and learn presentation in Augusta on April 11<sup>th</sup> on NSYNC adaptive signal timing and a tour of the Columbia County TCC.</li> <li>• Kenn suggested asking Glenn Bollinger be our February Monthly Meeting Speaker.</li> <li>• Mike made a motion to see if the Board will endorse a half day technical session in conjunction with the Rhythm Engineering lunch and Learn presentation. Greg seconded motion and approval was unanimously declined.</li> </ul>	<p><i>Mike to talk with Glenn about scheduling a separate half day technical workshop showcasing the Columbia County TCC.</i></p>
<p><b>Annual Meeting</b></p> <ul style="list-style-type: none"> <li>• Kenn is just getting started with the planning and is excited to be a part of it. He is looking for volunteers to be the Technical Committee Chair. Grant suggested creating a Save the date for our 2013 Annual Meeting to distribute at the Nashville Meeting.</li> </ul>	
<p><b>Annual Meeting 2014 (Joint Meeting)</b></p> <ul style="list-style-type: none"> <li>• We are having a joint meeting in Mobile, AL in 2014. We need to put together materials (banner and save the date) and staff to man the booth in the exhibit hall for the April 22<sup>nd</sup> – 24<sup>th</sup> Nashville Meeting.</li> </ul>	
<p><b>Budget</b></p> <ul style="list-style-type: none"> <li>• Christine is concerned that we only have about \$7,000 in liquid assets until we can tap into the CD which will be available on 6/16/13. At the end of 2011, we had approximately \$11,000 in liquid assets.</li> <li>• Christine discussed the major differences between the 2012 Year End Planned vs. Actual Budget. In summary, our Administrative costs have gone up and we have been more generous with our sponsorships.</li> <li>• Scott and Christine discussed the 2013 Planned Budget. \$3,000 of our 2013 expenses is an investment in the 2014 Joint Meeting (seed money and booth at 2013 Annual Meeting).</li> <li>• Christine made a motion to increase the monthly meeting registration fees by \$10 for early and late registrations for non-members and private sector members. Keary seconded motion and approval was unanimous.</li> <li>• At this point in time, we will not contribute to TIME Sponsorship this year to maintain a balance budget. Christine seconded the motion and approval was unanimous.</li> </ul>	

