KCITE Board of Direction Meeting Minutes
September 4, 2012
TranSystems, KCMO

Meeting Attendees:

Joe Blasi	Lideana Laboy
Mike McKenna	Ray Webb
Jeff Wilke	Chris Lockey

1. KCITE elections coming soon

Planned to open up election using a separate e—mail the same time as last call for the Sept. Meeting. Possible candidates to encourage were Laurel McKean and Kendra Stevenson. It was noted that we want an open election with competition if available.

2. Vice President Update

Joe walked through the topics listed below

a) September Chapter Meeting

- DDI Panel Discussion, 4 speakers

All the speakers are identified and will have 10 minutes a apiece.

- Wil Jenny's

Capacity is 80 people (with limited space). It was noted to bring the audio box as it can be loud at Wil Jennys. Need to bring a cash box.

b) November Chapter Meeting

- New Americans with Disabilities Act (ADA) Requirements

  Ron Effland (MoDOT)

- DNR Office

The location is reserved. Planning on ordering pizza – 3 piece/ person.

- Membership Drive (will need updated membership form)

Ray will look into getting the form updated

c) January Chapter Meeting

Looking at lawyers for speakers.

d. Looking at possible student speakers for the March meeting.

3. Secretary/Treasurer Update **- Ray discussed budget and e-mail standards**

a) Budget vs. Income

b) E-mail standards (3-1-1-1)

- 3 weeks in advance for first notice;
- 1 week in advance for final notice;
- 1 day in advance for RSVP confirmation;
- 1 week after for PDH certificate.

4. Member Director Update

Lideana expressed disappointment in the training opportunities. Mike explained what was planned at the beginning of the year and continues to be the plan moving forward. This led to discussion about webinars being the main source of PDHs. Mike was informed that the goal from the training is to make available 9 PDHs/year for the membership. It was discussed that the free webinars do not draw a crowd as most people prefer to view from their desk.

It was suggested that the training committee look at ITE and ASCE website for paid webinars.

a) Upcoming Training Opportunities

Mike went through the training outline again with updates. Kendra set up a tour of KCI in Lansing to see how signs and pavement markings are made for KDOT. Hillary is setting up a discussion on funding opportunities available featuring Julie Lorenz that should be available late this year or early 2013. David Church has organized a two day training for the Highway Safety Manual (HSM) at KU on January 9th and 10th . Our idea of doing a training on signal cabinet components was shared with and used by MoVITE. Mandy/Vivek?? are working on trainings for both synchro and for device power and lightening protection. We tried an ITS architecture webinar that was not attended.

5. Affiliate Director Update
    a) Website discussions

- Formatting

Jeff explained what he envisioned for the future of the website. Would like to see it cleaned up with a new look and a more robust event calendar – a place people choose to go to find an event.

- Amount of information / Past information

With so much info and growing on the website it was discussed to lump information by years to make it easier to search through.

- Updating

Gnani is fine being the webmaster. Lideana wants board to have direct access so we can do quickly.

Ray said he would start an outline of what we would like from Gnani based on update types that were discussed to see what he can or cannot do.

6. Past President Update
    a) New speakers gifts

7. MOVITE 2013 Spring Meeting
    a) April 24 – 26, 2013 at the Westin

    b) Convert student sponsorship account to MOVITE meeting account

Discussed using the scholarship account for MOVITE. It was agreed to put Srini and Ray on the account. It was also agreed to move all the money out of the scholarship account and into the KCITE general account. That way the MOVITE records can start at $0. In a year, it should end at $0 as well. Follow up discussion was to put $1,000 seed money into the Scholarship/MoVITE account.

8. Other Items
    a) Ray Webb passed out name tags to the board members – Thank You Ray!!
    b) Everyone agreed to Future City Scholarship at @$100. Lideana looking at having a representative for KCITE being the judge or a member that is already at the event.