KCITE Board of Direction
Meeting Minutes
July 22, 2010
KCMO Traffic Operations Center

Meeting Attendees:

Joe Blasi	Lideana Laboy
Shannon Jeffries	Srini Veeramallu
	Jeff Wilke

1) **Debrief of July Chapter Meeting**
   - Many people could not hear at the meeting
   - We should consider buying a small microphone – board to keep an eye out
   - Suggest that we not use restaurant venues unless they have separate closed rooms with good audio
   - People seem to like the meeting reminders at 3 weeks, 1 week, and 1 day
   - Arrangements committee member in charge of food should verify number of people with food staff ~15 minutes before end of meeting
   - Srini will post canned food info on the website
2) **Vice President Update**
   - September meeting will be at the Matt Ross convention center in OP. Food will be boxed lunches ($15). Dow/Prem/Tobaben will speak on Five County Study.
   - Future potential meeting topics include Green Solutions/Green Zone, Smith car plant tour, and Triangle incident response
   - Next year's golf tournament will be in May again, Lideana will contact Grant Bowerman to discuss reserving the date.
   - PDHs for July meeting still must be sent
   - Elections must be set up by late September to be ready for November meeting
   - There should always be something in the upcoming events section of the website
3) **MoVITE Update**
   - Lideana is finalizing the books for the meeting – still writing some checks
   - Shannon will double-check on student vs. full-registration fees paid at KU
   - The MoVITE bank account will be kept open to keep MoVITE meeting profit separate from general KCITE operating funds. The profit has been designated for student support use only (free lunch meetings for students, travel to KCITE meetings, etc.)
4) **Secretary/Treasurer Update**
   - Jeff will verify member and affiliate status before nominees are chosen for the upcoming election
   - Jeff will update membership forms for upcoming membership drive
5) **Member Director Update**
   - There may be an opportunity for an OGL training hosted by KDOT
   - Goal to get Certificate of Attendance out within one week of training

- Goal to have minutes completed within two weeks of meeting
- In chapter meeting minutes, attendance will be reported in the following categories: chapter members, chapter affiliates, student affiliates, non-members
- Joe to post meeting minutes on website

6) Past President Update

- Shannon will choose an election nominating committee of two people
- Public employees are needed to run for member direction position
- Needs minutes, photos, and financials for the chapter report due in January

7) Other Discussion Items

a) KCITE Email – Bill will work on the email account and attempt to send email to the Board as a test

b) ITE – 80th Anniversary Fund – KCITE will donate $100 to fund

c) Next Board Meeting will be held in one of the first couple weeks of December (preferably on a Friday)

Respectfully submitted,

Joe Blasi

KANSAS CITY CHAPTER
INSTITUTE OF TRANSPORTATION ENGINEERS