KCITE Board of Direction
Meeting Minutes
October 7, 2009
HNTB, Kansas City, Missouri

Meeting Attendees:

Grant Bowerman	Paula Parke
Shannon Jeffries	Srini Veeramallu
Lideana Laboy	Jeff Wilke

Chapter Awards:
Shannon accepted the Outstanding Chapter award for KCITE at the Fall MOVITE meeting in September.

Gnani Mahalingam is the new MOVITE webmaster. The board still needs training from Gnani about how to update the KCITE website. We will ask him for training once we have the new board members in place.

Committee Updates:
Srini reported that the arrangements committee is working on plans for several upcoming meetings:

1. The November meeting will be on the 12th at the Westport Flea Market. The topic will be I-70 truck lanes. Food will be a hamburger bar. There will be two tables at the front to speed up the sign-in process. Clipboards may also be provided for those in line. The cost will be $15 for members and $18 for non-members.
2. The January meeting will be at Cinzetti's in Overland Park. Possible topics are Pedestrian Studies, Ramp Metering, or the Transportation Planning Study.
3. The March meeting will be at MoDOT District 4 offices. The topic is to be determined, but the food will be Danny Edwards BBQ.

The board discussed the cost of the upcoming meetings, and it was decided that a cost of $20 per meeting is not excessive since the goal is to break even. It was also decided to charge non-members a higher amount than members for meetings. That will serve as encouragement to become a member.

The number of people sending an RSVP for meetings has not been accurate lately. We will try to send out a reminder to all who have sent an RSVP a couple days before the meeting.

Jeff reported that the training committee has had six webinars and one workshop so far this year. Attendance was lower at the last training. We have been able to address most of the training priorities which were identified in the survey conducted in March. The training committee has been working on putting together a panel discussion about ITS and Signal Communications. The date and location are to be determined, but November is the goal.

Treasurer's Report:
Lideana reported that we currently we have $6,368 in the bank account. In January we had $7,674 in the account. The annual audit will be conducted after our January meeting.

We cannot open a new bank account as KCITE because there is no individual(s) responsible for that name. Tom Swenson had previously mentioned that the name "KCITE" could be registered with one of the states. There was a motion to submit Registration of Fictitious Name documentation to the State of Missouri. The motion was seconded and approved by all board members.

Tax Exempt Update:
Shannon did some research about sales tax exemption. Neither ITE nor MOVITE has dealt with state tax exempt status or with local chapters pursuing state sales tax exemption. ITE also does not encourage us to get tax exempt status on our own due to the tax implications. Therefore, at this time we are not going to pursue obtaining state sales tax exemption for KCITE. ITE indicated that they are looking into tax exemption opportunities for chapters, although we anticipate that it may take some time before exemption is available.

Upcoming Elections:
Board elections are coming up. There have been no nominations for the Affiliate Director or Member Director position. Grant agreed to be nominated for the Affiliate Director position (2 year term). Lideana will send out another e-mail reminder about nominations. The nominee for the Member Director position should be from the private sector.

Shannon introduced several changes to the Policy Manual. These include provisions for lifetime membership and for several clarifications. All board members voted to approve these changes. The By-laws need to be updated in order to waive the dues for lifetime members. The By-law changes will be posted on the website and voted on electronically by the membership.

2010 MOVITE Spring Meeting Update:
Activities and other arrangements are being planned. The deadline for the Call for Abstracts is October 26. The next planning meeting will be held in Lenexa on Oct. 13.

It was determined that a bank account cannot be set up just for the meeting. MOVITE has offered us a $1,000 loan for meeting expenses. The board discussed that the loan really won't be that beneficial to us since we have enough money in our bank account.

Chapter Report:
Paula will be working on the annual report throughout the year. Board members should send her our minutes, reports, rosters, etc. as we complete them.

Other Business:
Next board meeting will be at Paula's House in December.

Respectfully submitted,

Jeff Wilke