



Intelligent Transportation
Society of Connecticut



Intelligent Transportation
Society of America

Officers

J. A. Koolis Jr., *President* (860) 659-0444
Joseph C. Balskus, P.E., PTOE, *Vice President* (203) 712-1100
Stephen W. Warren, *Treasurer* (860) 522-8101, x223
Karen L. Olson, *Secretary* (860) 522-2217, x15
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Kevin J. Burnham, P.E., *Past President* (860) 522-4888, x6536

Board of Director's Meeting Minutes

November 21, 2006
Parsons Brinkerhoff
Glastonbury, CT

Directors Attending:

Jay Koolis, President
Karen Olson, Secretary
Michael LaLone, Director
Arthur Handman, Director (telephone)
Carl-Henry Piel, Director (telephone)
Gene Hunt, Director (telephone)
Robert Ramirez, Ex Officio

Directors Absent:

Joseph Balskus, Vice President
Steve Warren, Treasurer
Kevin Burnham, Past President
Najib Habesch, Immediate Past President
John Bertoli, Director
Matt Edelman, Director
John Ivan, Director
Claudio Vecchiarino, Director
Kristen Solloway, Director
Sharat Kalluri, Director

Key items discussed at the Board meeting were as follows:

- 1. Opening:** President Jay Koolis opened the meeting at 4:30 p.m. Since there was no quorum as yet, the group elected to meet as a "committee of the whole" until there was a quorum.
- 2. Approval of Minutes:** Postponed for the arrival of a quorum.
- 3. Treasurer's Report:** In the absence of the Treasurer, Jay Koolis presented the written Treasurer's report as of November 21, 2006. Current saving account balance is \$28,324.78. Current checking account balance is \$1,433.97, with the some costs of the annual meeting still outstanding (invoice has not yet been received.) The motion by Karen Olson, seconded by Mike LaLone, to recommend approval of the Treasurer's report when a quorum is present. The motion was approved unanimously
- 4. Nominating Committee:** No report.
- 5. Membership Committee:** No report. Ms. Olson stated that Sharat Kalluri had emailed a request that the Board approve a transmittal of information about a course offered by the University of Hartford to all ITS-CT members. This request was approved, but it was also noted that such a request does not need Board approval since it is to the benefit of the membership.
- 6. Approval of Minutes & Treasurer's Report:** With a quorum present, Art Handman made a motion, seconded by Mike Lalone to approve the Treasurer's report as presented. The motion was approved

unanimously. Art Handman then made a motion to approve the minutes of the October 17, 2006 board meeting as written. Gene Hunt seconded the motion and it was approved unanimously.

7. **Program Committee:** Mr. Koolis, Mr. Hunt, Mr. Ramirez and Mr. LaLone reported on recommendations by the Program Committee regarding the joint meeting with ITE-CT planned for January 2007.
 - Ms. Olson made a motion, seconded by Mr. Hunt that the Program Committee's recommendation to hold the 2-day meeting on January 29 and 30, at ConnDOT for Day 1 and at the Hawthorne Inn on Day 2 be approved. The schedule will consist of a morning introduction to traffic analysis and presentation tools session, repeated in the afternoon on Day 1, and several more detailed training workshops and demonstrations on Day 2. This motion was approved unanimously.
 - Mr. Hunt made a motion, seconded by Ms. Olson that the following recommendations be approved regarding Day 2: 1) that the Hawthorne Inn be paid a room charge of \$250, 2) that a sit-down lunch be provided at a charge to participants of \$25 each, 3) that vendors be charged a \$25 "table fee" (this is at-cost) plus their lunch fee, and 4) that FHWA presenters not be charged for their "table" or their lunch. This motion was approved unanimously.

It was also noted that ITE-CT is planning a dinner meeting, without a keynote speaker, for the evening of January 29 (Day 1). Details of this event will be transmitted to Carl-Henry Piel so that the information can be included in the upcoming newsletter.

8. **Communications Committee:** Mr. Piel reported that he is planning a newsletter for mid-December and that he still needs articles. He requested permission to contact the entire membership with a request for interesting articles. This was agreed to by consensus, and Mr. Piel was also given permission to determine whether any submitted articles were appropriate. Mr. Piel and Mr. Ramirez will work together to get training information in a format that can be posted on the ITS-CT website. Mr. LaLone reported that any information to be put on the website can be sent to him through the Webmaster link on the website, or to him directly at michael.lalone@po.state.ct.us.
9. **Awards Committee:** No report.
10. **Bylaws Committee:** No report.
11. **Student Grant Committee:** No report. Mr. Koolis stated that he will follow-up with Joe Balskus regarding the question of ideas for student projects that was emailed to Mr. Balskus by a professor at the University of New Haven.
12. **State Chapter's Report:** Mr. Handman had no report but asked for an update on the World Congress meeting scheduled for November 2008. Mr. Koolis reported that the Local Arrangements Committee is looking for ideas regarding hosted sessions, receptions and tours. He has talked to ConnDOT about a possible event at Grand Central Station. Mr. Handman cautioned the group about supporting events that are limited invitation only, suggesting that ITS-CT (and possibly ITS-America) should not hold an event that is not open to the membership.
13. **Training:** See Program Committee report above.
14. **Open Discussion:** No additional discussion
15. **Next Meeting:** The next board meeting will be held on December 19, 2006, 4:30 p.m. at Parsons Brinkerhoff in Glastonbury.
16. **Adjournment:** The meeting adjourned at 5:15 p.m.

Meeting notes prepared by Karen Olson.