



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  
**Najib O. Habesch**, *Immediate Past President* (860) 296-0700  
**Kevin J. Burnham, P.E.**, *Past President* (860) 522-4888, x6536

### ***Board of Director's Meeting Minutes***

July 17, 2007  
Parsons Brinkerhoff  
Glastonbury, CT

#### **Directors Attending:**

Jay Koolis, President  
Karen Olson, Secretary  
Arthur Handman, Director (telephone)  
Gene Hunt, Director  
John Ivan, Director  
Kristen Solloway, Director  
Robert Ramirez, Ex Officio

#### **Directors Absent:**

Joseph Balskus, Vice President  
Steve Warren, Treasurer  
Najib Habesch, Immediate Past President  
Kevin Burnham, Past President  
John Bertoli, Director  
Matt Edelman, Director  
Sharat Kalluri, Director  
Michael LaLone, Director  
Carl-Henry Piel, Director  
Claudio Vecchiarino, Director

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#### **Lacking a quorum, the members met as a Committee of the Whole, beginning at 4:45 p.m.**

The minutes of the June 11 Board meeting were reviewed. Art Handman made a motion and Kristen Solloway seconded the motion to recommend adoption as written, when a quorum is next available. The motion passed unanimously.

The treasurer's report was reviewed. Gene Hunt made a motion and Ms. Solloway seconded the motion to recommend adoption as written, when a quorum is next available. The motion passed unanimously. Jay Koolis reported that Steve Warren has the ITS-CT banner as well as 1 umbrella, 4 coolers, and 29 flashdrives. Mr. Hunt reported that he has 2 notebook folios.

Mr. Koolis reported that the Nominating Committee has been working diligently to assemble a slate of board members and officers for the fall election. The Committee will have a report at the next meeting.

Mr. Koolis reported that two members have renewed their membership in ITS-CT since last month.

Mr. Hunt handed out a written report from the Program Committee, regarding the September 27 Annual Meeting, Vendor's Showcase and VII Vehicle Demonstration. A discussion of the recommendations ensued. In the meantime, a quorum was available at 4:50 p.m. Mr. Handman made a motion to recess the Committee of the Whole and convene the Board Meeting. Mr. Hunt seconded the motion and it was approved unanimously.

**Having a quorum present, key items discussed at the Board meeting were as follows:**

- 1. Opening:** President Jay Koolis opened the meeting at 4:50 p.m.
- 2. Acceptance of recommendations of the Committee of the Whole:** Mr. Handman made a motion to accept the recommendations of the Committee of the Whole regarding adoption of the minutes of the June 11, 2007 meeting and acceptance of the treasurer's report; Mr. Hunt seconded the motion. The motion was approved unanimously.
- 3. Nominating Committee:** Report given earlier.
- 4. Membership Committee:** Report given earlier.
- 5. Program Committee:** Mr. Hunt continued the discussion of the Program Committee's recommendations regarding the September 27 meeting. Mr. Hunt made a motion to hire Dotty Drinkwater at a fee of \$1,750 plus expenses to handle registration for the Annual Meeting. Ms. Solloway seconded the motion and it was approved unanimously. The discussion continued. Some conclusions included: Engineering students will be asked to volunteer at the event; they will be given free lunch and perhaps a free safety vest. Steve Warren will be asked to arrange for the required insurance. Karen Olson and Mike LaLone will coordinate media outreach for the event, hopefully with the assistance of the ConnDOT media people. Kevin Burnham will coordinate outreach to the State legislature. Mr. Hunt and Mr. Koolis will coordinate outreach to other ITS State chapters. Sharat Kalluri will be asked to help coordinate an ITS-CT booth at the event. There will be no gifts for this event, and no shuttle buses. Vender presentations will be allowed. Ms. Olson made a motion to charge \$10 for lunch, with vendors receiving 2 vouchers for 2 free lunches per booth purchased. Ms. Solloway seconded the motion and it was approved unanimously. The Program Committee will continue to work on the development of recommendations for this meeting and will have additional information at the next meeting.
- 6. Communications Committee (Newsletter):** Mr. Koolis reported that Carl-Henry Piel will get the newsletter out soon.
- 7. Communications Committee (Website):** Mr. Koolis reported that the agreement with the website domain provider needs to be renewed. Mr. Warren emailed two quotes: the existing provider Network Solutions will charge \$34.99 for a one-year renewal, or \$99.95 for a five-year renewal. Domain Registry of America will charge \$30 for a one-year renewal, or \$95 for a five-year renewal. Following a discussion, it was decided that for the potential time involved in switching providers and small difference between the two quotes, that we would stay with our current provider. Ms. Olson made a motion to renew our domain registry with Network Solutions for a five year period at a cost of \$99.95. Mr. Hunt seconded the motion and it passed unanimously.
- 8. Awards Committee:** Emailed report from Matt Edelman stated that he believes is "almost at the threshold" of a sufficient number of potential award winners for this fall's meeting. Additional nominations are welcome.
- 9. Bylaws Committee:** No report.
- 10. Student Grant Committee:** No report. Mr. Ivan did announce that UConn is hiring a professor whom John will recommend as his replacement on the ITS-CT Board and whom he expects to assist in the promotion of the Student Grant program.
- 11. State Chapter's Report:** Mr. Handman reported that the Council met the previous day and mostly discussed the VII vehicle events. He further reported that Neil Schuster has resigned as President and CEO of ITS America for another job. A nationwide search is underway to find a replacement. The State chapters are also preparing for the ITS-World Congress in 2008.

**12. Training:** No report.

**13. ITS – World Congress Report:** Mr. Koolis reported that he submitted a proposal to the Grand Central Station personnel for use of the balcony for a reception on November 18, 2008 in conjunction with the ITS-World Congress that week. GCS replied that they cannot commit at this early a date, the date is “reserved” but that we should check back in November 2007. Mr. Edelman will follow up on that. Mr. Koolis also reported that the cost for a booth at the Congress is outrageous (10s of thousands of dollars) and will probably not be considered by ITS-CT or ConnDOT.

**14. Open Discussion:** No discussion.

**15. Next Meeting:** The next board meeting will be held on **August 14, 2007** (and not on the date that was listed on the agenda for this meeting) at 4:30 p.m. at Parsons Brinkerhoff in Glastonbury. The earlier meeting date is to allow sufficient time to decide on recommendations for the September 27 meeting and to disseminate that information.

**16. Adjournment:** The meeting adjourned at 6:00 p.m.

*Minutes prepared by Karen Olson*