



Officers

Joseph C. Balskus, P.E., PTOE, President (203) 712-1100
Karen L. Olson, Vice President (860) 522-2217, x15
Sharat Kalluri, P.E., PTOE, Treasurer (203) 865-2191
Kristen E. Solloway, P.E., Secretary (860) 646-2469, x5344
J. A. Koolis Jr., Immediate Past President (860) 659-0444
Najib O. Habesch, Past President (860) 296-0700

Board of Director's Meeting Minutes

October 29, 2007
Rentschler Field
East Hartford, CT

Directors Attending:

Joseph Balskus, President
Karen Olson, Vice President
Najib Habesch, Past President (telephone)
John Bertoli, Director (telephone)
Koreen Borklund, Director (telephone)
Kevin Burnham, Director
Arthur Handman, Director (telephone)
Gene Hunt, Director
Nick Lownes, Director (telephone)
Carl-Henry Piel, Director (telephone)
Ewa Zofka, Director

Director Absent:

Sharat Kalluri, Treasurer
Kristen Solloway, Secretary
Jay Koolis, Immediate Past President
Matt Edelman, Director
Michael LaLone, Director
Claudio Vecchiarino, Director
Robert Ramirez, Ex Officio

-
- 1. Opening:** President Joe Balskus opened the meeting at 4:35 p.m.
 - 2. Approval of Minutes for September Board Meeting:** Kevin Burnham made a motion to accept the minutes of the September 27, 2007 meeting as written. Gene Hunt seconded the motion and it was approved unanimously.
 - 3. Approval of Treasurer's Report:** Acceptance of the September and October 2007 Treasurer's Reports were postponed to the November 2007 meeting.
 - 4. New Committee Chairs:** The Board members discussed the committee chair openings. The President then made the following appointments:
 - Membership: John Bertoli
 - Student Grant: Joe Balskus with assistance of Nick Lownes
 - State Chapter: Jay Koolis
 - Program: Ewa Zofka and Koreen Bjorklund, Co-chairs

The following chairs will continue:

- Nominating: Najib Habesch
 - Bylaws: Kevin Burnham
 - Awards: Matt Edelman
 - Communications (webpage): Mike Lalone
 - Communications (newsletter): Carl-Henry Piel
 - Training: Bob Ramirez
5. **Nominating Committee:** No report, the elections having taken place the prior month.
 6. **Membership Committee:** No report. Mr. Bertoli will obtain membership information from Sharat Kalluri by next month.
 7. **Program Committee:** Gene Hunt reported that the Annual Report was a success in terms of turn out and enthusiasm, but that it did incur a deficit (expected) and there was difficulty in getting vendors to participate. The next membership meeting will be the joint meeting with ITE and will take place in January. Ms. Zofka and Ms. Bjorklund will contact ITE to determine the program topic and the venue.
 8. **Communications Committee (Newsletter):** Mr. Piel reported that the target date for the next newsletter will be December to allow the dissemination of information about the January membership meeting. He will have an outline available for the November Board meeting.
 9. **Communications Committee (Website):** No report, but it was noted that a new message from the President needs to be posted, as well as the new Board member information and a link to training opportunities.
 10. **Awards Committee:** No report.
 11. **Bylaws Committee:** Mr. Burnham reported that the Bylaws that are online are a draft version only and that he thought that the Bylaws had been approved since then. He will follow-up to find the most current version (believed to be September 2003.) In accordance with the Bylaws, Mr. Burnham made a motion that the President be named Chair of this and future Board meetings. Karen Olson seconded the motion, and it was passed unanimously.
 12. **Student Grant Committee:** Mr. Balskus reported that he had received a proposal for the student grant and that the student was proceeding with the guidance of Clare Fang at the University of Hartford. Mr. Balskus will provide the topic at the next meeting.
 13. **State Chapter's Report:** No report. Mr. Handman will transfer pertinent information to Jay Koolis by the following meeting.
 14. **Training:** No report. It was suggested that training may be offered at the spring membership meeting.
 15. **ITS – World Congress Report:** No report. Mr. Burnham suggested that the Board consider providing the membership with a subsidy to attend the November 2008 World Congress. Mr. Koolis will be asked to prepare a proposal for this suggestion.
 16. **Open Discussion:** None.
 17. **Next Meeting:** The next Board meeting will be held at 4:30 p.m. on **November 27, 2007** at Tighe & Bond's Middletown office. **Please note later meeting date, due to Thanksgiving holiday.**
 18. **Adjournment:** The meeting adjourned at 5:45 p.m.

Minutes prepared by Karen Olson in the absence of the Secretary.