



Institute of Transportation Engineers New York Upstate Section

A Community of Transportation Professionals

www.iteNYupstate.org

EXECUTIVE BOARD MEETING

April 16, 2021 Noon

ZOOM Meeting

<https://zoom.us/j/4579020286>

Call In: 1-646-518-9805

Meeting ID: 457 902 0286

ZOOM Meeting

Attendees:	Position	Voting Member
Jennifer Yonkoski	Section Director	Yes
Thomas Polech	Past President (on District board)	Yes
Dan Rourke	President (on District board)	Yes
Courtney Bentley	Vice President	Yes
Eric Newman	Secretary	Yes
Christine Bianchi	Treasurer	Yes
Jim Jones	Buffalo Local Activities Chair	No
Dan Quiri	Communications Chair	No
Paul Pfleuger	Charter & Bylaws Chair	No
Gordon Meth	International Director	No
Mark Budosh	Administrator	No
Christina Doughney	Northeastern District Vice President	No
Tom Miller	Membership Chair	No
Absent:	Position	Voting Member
Alex Kerr	Local Activities Chair & Syracuse Local Activities Chair	No
Kash Revalli	Technical Chair	No
Jeff Lebsack	Student Membership Chair	No

AGENDA

- I. **Call to Order** - Dan Rourke called the meeting to order at 12:03.
- II. **Approval of Meeting Agenda** - Tom Polech made a motion to approve our last meeting minutes. Jennifer Yonkoski seconded the motion. Approved unanimously.
- III. **Reading and Approval of January 15, 2021 Meeting Minutes** - Jennifer motioned to forgo reading the minutes. Eric seconded the motion. Approved unanimously.



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- IV. **2021 Action Calendar Review and Approval** - Tom made a motion to approve. Christine seconded. With change with Christina Doughney's proper role/title to be amended.
- V. **Reports from District/International Officers**
- a. **International Director, Gordon Meth**
Gordon stated the ITE technical conference, held virtually, was a huge success with over one thousand participants.
- b. **Northeastern District Vice President, Christina Doughney**
ITE Northeastern District meeting will be held virtually next month, May of 2021. Registration to be sent next week. The dates are May 12th and 13th. It will be free to ITE members. They are currently lining up tech session that were slated for last year. District awards will be presented during this meeting. Social event would be beneficial for the Upstate Section and suggested logging in.
Christina also encouraged our section to do more, such as virtual technical sessions for our current members.
2022 District meeting is still on and it will be in Ithaca.
- VI. **Reports from Section Officers**
- a. **Immediate Past President, Thomas Polech**
Tom recently connected with RIT about a student chapter. Jim Jones, Mark Budosh, Christine and others offered to assist Tom in setting this up or being a guest speaker.
- b. **President, Dan Rourke**
Dan is looking into candidates/nominees for board members into 2022.
- c. **Vice President, Courtney Bentley**
Courtney is looking into sending scholarship announcements and asked for guidance to get things in motion. Tom Miller offered to assist. Dan noted he will send her information from last year. Everyone agreed to post this announcement on our website.
- d. **Secretary, Eric Newman**
Offered to assist others with their tasks.
- e. **Treasurer, Christine Bianchi**
Small changes to the budget that was shared will be modified.
i. 2021 Budget Review and Approval
ii. 2021 1st Quarter Treasurer's Report
Courtney made a motion to approve the report and Tom seconded the motion.
- f. **Director, Jennifer Yonkoski**
Jennifer deferred her time to later in the meeting to discuss next year's district meeting in Ithaca.
- g. **Administrator, Mark Budosh**
Mark state he and Tom were able to finally resolve our banking issue and they took minutes of the meeting while they were at the bank. Tom and Mark are now the only people on the account. The phone and address have been changed to B&L in Syracuse. Christina noted she



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received a letter about these changes. 2020 taxes have been completed and the 2020 budget was reviewed and sent on to the district.

VII. Reports from Section Committees

a. Local Activities, Syracuse, Alex Kerr (Chair)

Unable to attend meeting but noted they are looking in sending us info about the trail around Onondaga Lake.

i. Buffalo, Jim Jones

Jim noted the Future Cities competition that took place recently virtually.

ii. Rochester, Adam Frosino

Waiting to hear from R4's NYSATE on possible upcoming events such as possible baseball games.

iii. Albany, Vacant

iv. Southern Tier, Vacant

b. Membership, Tom Miller (Chair)

Tom Miller stated our section's membership is currently 135 with 3 new members. One NYSDOT, 1 University, and 1 vendor.

i. Student Membership, Jeff Lebsack, not present.

c. Communications, Dan Quiri (Chair)

Dan noted there are no updates to share.

i. Website, Paul Pfleuger & Dan Quiri

Dan and Paul will continue to update our website. Things to consider refreshing our website: Thomas Polech's promotion, Onondaga Lake Trail. Mark Budosh stated he will send images and content about the Lake Trail. Paul reminded us that our payment to Square Space is due soon. Thomas Polech noted the withdrawal will come from our debit card on file.

d. Charters & Bylaws, Paul Pfleuger (Chair)

Discussed website, above.

e. Technical, Kash Revalli (Chair), not present.

f. Meetings

i. 2021 Section Annual Meeting, Binghamton, NY, Jennifer Yonkoski

Jennifer said she would like for our meeting to be in person. Mark, Tom, and Eric agreed. Mid-September timeframe in the Binghamton area and on a Thursday/Friday. Consider virtual option? Christina offered suggestions and things to consider when offering an in person and virtual. Dan Q will create a survey to send to members of the section.



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- ii. **2021 ITE NE District Meeting, Long Island, NY, Jennifer Yonkoski & Christina Doughney**
Virtual meeting in May as noted above.
- iii. **2022 ITE NE District Meeting, Ithaca, NY, Jennifer Yonkoski**
Still planning the district meeting in 2022. Jenn spoke with Adam and district members about planning May 11-13th 2022 in person. Questions about down payment and funding. Christina, the northeast district can offer seed money to assist. Jenn will need to request this from the district. Christina to ask for more details at the next board meeting. It is in their budget so it should not be an issue.

VIII. Old Business

- a. **Recruitment – college job fairs, CE depts, career centers**
No updates.
- b. **STEM Outreach**
No updates. This came from Christina originally and it is something for us to consider as a section.
- c. **Website**
 - i. Dan and Paul will continue to update the website.
 - ii. Update with meeting minutes and 2021 calendar
 - iii. Spring President's message, Dan Rourke
Dan will be working on this.
 - iv. Blog Posts, Mark Budosh will send information on Onondaga Lake Trail.
 - v. Sponsorship
- d. **From Shelly Johnston** – “There is \$1,420.83 in an account for the Transportation Symposium. ITE is one of six sponsoring organizations of the Symposium, but we have not had an event since 2015. Does the Board want to distribute the money and close the account? If someone is interested in chairing a Transportation Symposium, I could continue as the treasurer so I can write checks.” Dan will reach out to Shelly to learn more.
- e. **Set up a new PayPal and Venmo Section Account**
Mark Budosh will look into these options.

IX. New Business

- a. **2021 Presidents Stipend Check**
Gordon noted this is given to presidents to use to visit other sections or our annual conference. Dan is thinking of using it for the scholarship fund.
- b. **Update Citizen Bank Account**
completed.
- c. **Upstate NY Section Google Drive?**
Paul noted he has seen this used with a Canadian chapter and it might make sense to have a location we can all access. Courtney contributed to the dialog on the topic as well.

- X. **Adjournment**, Dan Rourke made a motion to adjourn at 1:45. Christine seconded the motion.