



Institute of Transportation Engineers New York Upstate Section

A Community of Transportation Professionals

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EXECUTIVE BOARD MEETING

September 17, 2021 12:15 PM

Doubletree Hotel Binghamton, NY

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
Gordon Meth	International Director	No
Jim Jones	Buffalo Local Activities Chair	No
Jeff Lebsack	Student Membership Chair	No
Tom Miller	Membership Chair	No
Alexander Kerr	Local Activities Chair & Syracuse Local Activities Chair	No
Absent:	Position	Voting Member
Christina Doughney	Northeastern District Vice President	No
Mark Budosh	Administrator	No
Christine Bianchi	Treasurer	Yes
Dan Quiri	Communications Chair	No
Paul Pfleuger	Charter & Bylaws Chair	No
Kash Revalli	Technical Chair	No

AGENDA

- I. **Call to Order** - Dan Rourke called the meeting to order at 12:18.
- II. **Approval of Meeting Agenda** – Thomas Polech made a motion to approve and Courtney Bentley second the motion. Approved unanimously.
- III. **Reading and Approval of July 9, 2021 Meeting Minutes** - Courtney made a motion to forego reading the minutes. Tom seconded the motion. Approved unanimously.
- IV. **2021 Calendar Review** - Courtney reviewed our election results and noted all the board members into 2022. Everyone moved up and Peter Christiano with B&L will be our next Treasurer. Peter was in attendance. Post awards and election results to our website.



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- a. **Reports from District/International Officers** – Gordon Meth noted the following:
ITE membership is up. And all agencies have renewed despite all that is going on. ITE financials, reserves have been replenished. The biggest bill for HQ is their lease. There will be a huge savings with their new lease.
Gordon reminded us of various ITE councils and encouraged more to join groups and councils. He asked our section to increase meetings as a section to encourage more memberships. There will be a joint meeting this winter with NYSDOT R8 near Poughkeepsie and the MET Section. We could also host a meeting with Hamilton Section with folks in Buffalo. Quarterly meetings should be our goal.
- b. **District Chair** – Thomas Polech noted that RIT is starting a student chapter, which is great news.

V. Reports from Section Officers

- a. **Immediate Past President** – Tom Polech and everyone in attendance thanked Jenn for all the work she and her staff completed for the conference that just wrapped up in Binghamton. RIT's Civil Engineering has a new department head. He is excited to form a student chapter with RIT. Details to come in time.
Tom informed us that his email is still receiving messages from our website.
- b. **President** - No updates from Dan Rourke.
- c. **Vice President** - Courtney noted the scholarship given to Cindy who is getting her masters. Our awards went well last night. She wanted to ensure Kash is reimbursed for the plaques.
- d. **Secretary** - No updates from Eric Newman.
- e. **Treasurer** - Christine Bianchi was unable to attend.
- f. **Director** – No updates from Jennifer Yonkoski.
- g. **Administrator** – The group noted that Mark Budosh will handle the bank account and taxes and he is currently working on the operations material.

VI. Reports from Section Committees

- a. **Local Activities** – It was noted that we received a nice email from coordinator for the waking tour which took place the day before during the conference.
 - i. **Buffalo - Jim Jones** noted they had a meeting at NYTEC, Transoft solutions did a presentation. Holiday Party is still to be determined.
 - ii. **Rochester – Adam Frosino** noted they met with NYSATE with 40-50 folks this past summer. Amerks games are likely as the hockey season gets going. A holiday party is to be determined. They may have their own, or with NYSATE's R4 group. Adam also let us know there is a new hire in their Saratoga office, so there could be interest in local activities in the Albany area with Chris Cate, McFarland & Johnson.
 - iii. **Syracuse - Alex Kerr (Chair)** stated that Syracuse looking to having their holiday party if all goes well. David Long from Syracuse is looking to join the board.
 - iv. **Southern Tier** - Jenn noted a bike tour about history and such around Binghamton. Our section sponsor's this event.



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b. Membership Tom Miller (Chair)

- i. Our section has 145 members, with ten being new. Dan thanked Gordon for welcoming new members. There was a reminder that ITE is approved for NYSDOT PE credits.
- ii. Jeff Lebsack: Student RIT and new members to come. RPI student membership to pick back up. Get in touch with their Advisor at RPI as advisors are likely the best approach. Look to get more professors to become involved.

c. Communications Dan Quiri (Chair), not present.

- i. Tom Polech asked if we can all stay on top of the website. Quarterly updates to the website? Renewing sponsorship at the end of the year. Set dates for sponsors to pay for 2022.

d. Charters & Bylaws, Paul Pfleuger (Chair), not present.

It was noted that this has been completed.

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

f. Meetings

2021 Section Meeting, Jennifer Yonkoski. Our annual meeting was completed today. Jenn noted we had 8 vendors and sponsors to assist with revenue. There were 52 attendees. Jenn will update us on the tally/dollars spent.

Tom Polech noted our district meeting next year in Ithaca. Venue in the Finger Lakes area or Rochester for our next meeting? Tom Polech will look at options for our 2022 Section meeting.

VII. Old Business, All

- a. STEM Outreach
- b. Website
 - i. Dan and Paul will continue to update the Website
 - ii. Update with meeting minutes
 - iii. Blog Posts
 - iv. Sponsorship
- c. 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.”
- d. Set up a new PayPal Section Account - Coordinate with Mark and Jenn.
- e. Upstate NY Section Google Drive - We will look to have board members access to files.
- f. Joint meeting with the Met Section to be scheduled.
Gordon will have new direct link with Hamilton’s section.



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VIII. New Business

- a. 2022 Section Treasurer Ballots closed on September 17th as noted above.
- b. Recruitment – college job fairs, CE depts, career centers
 - i. RIT Student Chapter – George Stefos

IX. Adjournment – At 1:19 the meeting was adjourned.