

ATSIP Executive Board Meeting

AGENDA

Wednesday, November 17, 2010

Teleconferencing, 1 PM Central time (2 PM Eastern)

1. Call to Order, Attendance/Quorum, Introduction (Hadi Shirazi)

ATTENDANCE:

VOTING MEMBERS

Hadi Shirazi

Scott Falb

Bob Scopatz by proxy to Hadi Shirazi

Ken Carpenter

Bob Rasmussen

Kathleen Haney

Marty Pollock

Ward Vanlaar – by proxy to Scott Falb

Nils King

NON-VOTING PARTICIPANTS

Jim Davis

Ralph Zimmer

Martha Florey

Hadi Shirazi announced a quorum

Meeting was called to order at 1:07 pm Central Standard Time

2. Minutes (Hadi Shirazi)

-----Amendment and approval of the minutes for the October 27, 2010 Executive Board Meeting

The following corrections to the minutes were proposed:

On page 2 section 5 line 8 beginning with: “Ralph Zimmer recommended...” the phrase “parenthetical expression” be amended to read “parenthetical statement” and on line 14 the completing phrase “...by virtue of being Treasurer.” is to be deleted.

MOTION:

Bob Rasmussen moved that we accept the minutes as amended for the October 27 2010 Executive Board Meeting.

Marty Pollock seconded.

Motion approved.

3. 1st Vice President/Treasurer’s Reports

1st Vice President Scott Falb—Nothing to report

Treasurer Bob Rasmussen: I am setting up a standardized format for monthly accounting with monthly financial statement. I am setting up guidelines for rules for future Treasurers.

We will have two accounting structures:

1. For ATSIP accounts for the regular income and expenses of the organization.
2. A Separate accounting structure for the income and expenses of the Traffic Records Forum.

Nils asked if ATSIP needs either bonding capabilities or Liability Insurance like several other organizations he belongs to.

Bob Rasmussen reported that he had looked into that earlier but he felt that we did not need it at this time. He suggested that we revisit these issues as we grow in the future.

Nils also asked if we may need event liability insurance for the Forum. Bob R. said he had also looked into this and advised that we probably did not need this right now.

Ralph Zimmer advised that his experience with other non-profits led him to believe we may want to protect ourselves from liability against lawsuits for personal injury at the Forum and not just for liability protection against financial malfeasance.

4. Liaison Reports

None present

5. Committee Reports

Constitutional Changes

Treasurer Issue: When the person who is selected for treasurer is already a voting member they will continue to retain voting rights. If person selected as Treasurer is not a voting member of the board they will not acquire voting rights as Treasurer.

Certification

Hadi proposed suspending this committee and its work until such time as needed.

Scott Falb Moved.

Ken Carpenter seconded the motion. Approved on voice vote.

ATSIP Strategic Planning

Neither Larry Cook, Tim Kern nor Chris Madill were present on the call. No Report.

Outreach and Membership

Bob Rasmussen suggested the use of updated membership lists to solicit volunteers for Board projects.

Bob Rasmussen made a motion to accept the new Membership applicant: Edwin "Keith" Morgan

Nils King seconded. Board approved on voice vote.

Policy Positions

To be announced before January Meeting

Nominating Committee

Bob Rasmussen has called for nominations for Board Members. Names should be submitted before January meeting.

Hadi is talking with Angie S. at TSASS concerning an updated membership list and consolidation of all previous lists into a single master list. Angie is working with Wanda to update member names and e-mail addresses.

2011 Forum Ken Carpenter:

Angie S. has the 2011 Traffic Records Forum web page up and running. She is preparing "Save the Date" materials.

Program Committee:

Ken Carpenter, Marty Pollock, Dan Magri, Bob Rasmussen, Cindy Burch, Ward Vanlaar, Jim Davis and Scott Falb

Ken Carpenter and Bob Rasmussen will conduct a site visit at the hotel in North Carolina in February.

Ward proposed a young scientist and forum newcomers meeting or dessert reception to introduce themselves and ATSIP leaders on Sunday afternoon.

2011 Vendors:

Pete d'Oronzio has contacted potential vendors and is communicating with last year's vendors. He will propose a set of vendor packages for the January Meeting.

Ward has assembled a proposed RFP for future forum sponsor state applicants. We will want to discuss this at the January meeting.

New Business:

None proposed.

December meeting has been canceled.

The January meeting will be in the McKinley Room of the Marriott Wardman hotel on Saturday, January 22nd from 9:00 AM to 5:30 PM.

Bob Rasmussen made a motion to adjourn; Marty Pollock seconded the motion. Motion was approved. Hadi adjourned the meeting.

Submitted 1/13/2011 by Robert A. Scopatz, Secretary, based on notes taken by Scott Falb

Approved at the 1/22/2011 Executive Board Meeting

Submitted as Final by Robert A. Scopatz 1/29/2011