ATSIP Executive Board Meeting
Minutes
Wednesday, May 18, 2011
Teleconferencing, 1 PM Central time

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

Attendees:

Voting members:
Hadi Shirazi, President
Scott Falb, 1st Vice President
Ken Carpenter, 2nd Vice President
Bob Rasmussen, Past President and Treasurer
Bob Scopatz, Secretary (Absent)
Ward Vanlaar – (by proxy to Hadi)
Pete D’Oronzio
Kathleen Haney
Nils King
Steve Rich
Chris Madill
Tim Kerns (Absent)
Marty Pollack

Non-voting:
Angie Schmit
Richard Paddock
Ralph Zimmer
Cynthia Burch
Karen Scott
Cory Hutchinson

Ken Carpenter substituting as Secretary for Bob Scopatz announced a quorum at 1:05 pm Central

2. Minutes (Hadi Shirazi)

------ Approval of Minutes from March 16th, 2011 Executive Board Meeting
The corrected version of the minutes was included in the meeting package.

MOTION:
Chris Madill moved to accept the corrected minutes of the March 16, 2011 Executive Board Meeting; Scott Falb Seconded
Motion Approved

------ Approval of Minutes from April 2, 2011 Executive Board Meeting
The version of the minutes was included in the meeting package.
MOTION:
Pete d’Oronzio moved to accept the minutes of the April 20, 2011 Executive Board Meeting; Kathleen Haney Seconded
Motion Approved

3. 1st Vice President’s Report (Scott Falb)

   Treasurer Report (Bob Rasmussen)
   Current balance $26,878.10 with this months deposits of $350 in dues and a refund of $4.75. Additional dues for $700 are in checks or the conference account. The conference account had income of about $2,300 and expenses of $2,700, leaving a balance of about $57,000. The full report appears in Appendix A of these minutes.

   Tax Reporting (Hadi Shirazi)
   Tax filing was $75. Everything is up to date and the 501c3 status is clear.

4. Liaison Reports
   FMSCA – No report
   FHWA – No Report
   NHTSA: Karen Scott is looking to confirm Secretary LaHood for opening speaker.

5. Committee Reports

   Constitutions ____________________________ (Ralph Zimmer and Jim Davis)
   No activity at present.

   Best Practices ______________ (Tim Kerns)
   Cindy Burch – No report from Tim

   ATSIP Strategic Planning ____________ (Larry Cook)
   No report

   Membership/Outreach ____________ (Bob Rasmussen)
   Bob Rasmussen is looking to update form.

   Data Quality & Improvement ____________ (Bob Scopatz)
   Bob Scopatz is circulating a draft that he will present to the Board at the June meeting.

   Policy/Positions & Resolutions ____________ (Kathleen Haney)
   No report this month.

6. 2011-2012 Nominating Committee (Bob Rasmussen)
   No nominations from the membership have been received. The ballot proposed by the
nominating committee will be mailed in early June, with instructions, to all members. Any person joining or paying dues after the mailing will be sent a ballot until the Forum when all returns are due.

New members were put forth by Bob Rasmussen. Each applicant was qualified for membership. One individual had asked for Fellow membership. Bob reported that the individual did not yet meet those service requirements.

Individuals seeking membership: Yusuf Mohamedshah, Gerene Denning, Allen Parrish, Randy Smith, David Brown, Chad Ihla, Lynn Heinert, Douglas Mowbray, Steven Mavros

MOTION:
Scott Falb moved to approve the membership of the applicants; Pete d’Oronzio Seconded
Motion Approved

7. Web Site Progress (Dick Paddock, Angie Schmit)
Changes requested by Ken Carpenter for the Forum are being made as they are received. The webinar has a page now. Registrations for that will begin in a few weeks. Bob Rasmussen and Angie Schmit will work on setting up a “paypal” account for the payment of webinar. The account could then be used in the future for other purposes, such as, dues.

8. 2011 Forum Update (Ken Carpenter)
Ken Carpenter reported that he sent out the latest draft of the Forum Schedule for edit. The program is going to layout June 1. There will be poster sessions for those presentations that were received after the program was full. These also represent a pool for replacement sessions should some presenters drop out.

26 paid registrations have come in so far. 246 room nights reservations have been made against the 977 contracted for.

Ken said that the next Forum conference call will be May 25, 1:00 pm Central Time.

9. 2011 Vendor Update (Pete d’Oronzio)
Contract was signed with George Fern, Inc for exhibitor services. There are currently 14 of 25 booths committed. Platinum sponsor – OPS; Silver – ESRI and Carfax; Pd Magic will sponsor, no decision on level.

10. 2012 Mississippi Department of Transportation will be the Host of International Traffic Record Forums, Biloxi or Gulfport, MS. Government rates will be honored.

11. 2013 Forum Update
Dan Crane from Helms Brisco will come to the Sunday, 2011 Forum Board meeting and give the board a presentation on their services and costs.
12. No new business.

13. Future Executive Committee Meetings – Meeting on Wednesday June 22nd
   The meeting will be at 1:00 pm Central Time

14. Adjourn

   MOTION
   Bob Rasmussen moved to adjourn; Scott Falb Seconded; Pete d’Oronzio was a close second.
   Motion approved

   Hadi Shirazi adjourned the meeting.

Submitted as Draft for review by Ken Carpenter, Acting Secretary 5/18/2011
Submitted to Board for review on 6/4/2011 by Robert A. Scopatz, Secretary
Approved by the Board on June 22, 2011. Presented as final on 6/22/2011 by Robert A. Scopatz
## APPENDIX A: TREASURER’S REPORT

### ATSIP MONTHLY FINANCIAL STATEMENT

Saturday, April 30, 2011

<table>
<thead>
<tr>
<th>Source/Activity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank</td>
<td></td>
</tr>
<tr>
<td>JPMorgan Chase Bank, N.A.</td>
<td>$26,523.35</td>
</tr>
<tr>
<td>Main Street Financial FCU</td>
<td>$58,392.87</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Income:</td>
<td></td>
</tr>
<tr>
<td>Dues</td>
<td>$350.00</td>
</tr>
<tr>
<td>Dividend Credit</td>
<td>$11.63</td>
</tr>
<tr>
<td>Annual Fee Refund</td>
<td>$4.75</td>
</tr>
<tr>
<td>Forum Registrations</td>
<td>$2,360.00</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Income</td>
<td>$354.75</td>
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<tr>
<td>Expenses:</td>
<td></td>
</tr>
<tr>
<td>Bank Card Processing Fee</td>
<td>-$27.21</td>
</tr>
<tr>
<td>Pay Trace Service Fee</td>
<td>-$25.15</td>
</tr>
<tr>
<td>Carpenter Airfare Charlotte</td>
<td>-$339.30</td>
</tr>
<tr>
<td>Forum Registration Printing</td>
<td>-$2,380.00</td>
</tr>
<tr>
<td>Forum Registration Mailing</td>
<td>-$424.78</td>
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<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance April 30, 2011</td>
<td>$26,878.10</td>
</tr>
<tr>
<td>Balance April 30, 2011</td>
<td>$57,568.06</td>
</tr>
</tbody>
</table>

Submitted to Board 5/18/2011
R. R. Rasmussen II
ATSIP Treasurer