



MINUTES

**Board of Directors Meeting
Thursday, January 11, 2007
Hubbell, Roth & Clark, Inc.
555 Hulet Drive
Bloomfield Hills, Michigan 48302**

Present: 16 Board Members attended along with 1 alternate. (See Attendance Sheet for details)

- **Welcome & Call to Order**
 - President Dick Beaubien called the meeting to order at 9:05 AM.
- **Introduction of Board Members & Guests**
 - President Beaubien introduced two new attending representatives; Ragiemra Amato, Delphi and Michelle Zellen, Automation Alley. Mr. Cardimen moved and Mr. Barbaresso seconded a motion to accept appointment to the Board of these representatives from their member organizations. Motion passed unanimously.
- **President's Report**
 - **ITS-America State Chapters**

President Beaubien reported on the December 18, 2006 telephone meeting regarding the State Chapters Council. Matters discussed:

 - Discussion of Congressional programs: education, February technology fair, caucus in House but not in Senate yet. President Schuster noted that VII is "on their mind" but there is a moratorium on earmarks.
 - There are new chapters in Tennessee and North Carolina.
 - VII "Road Show" (for who; where, when), including the Consumer Electronics Show.
 - Strategic Plan - 2006.
 - State Chapter Council meetings planned for TRB & ITSA.
 - **ITSA Outstanding Chapter Award (2007)**
 - An ITSM application has been prepared and submitted to ITSA. Copies were provided to attendees at the Board meeting. Mr. Beaubien thanked RCOC and Dr. Borton for their assistance in the preparation of the application. (See Attached copy)
 - **Contract With MDOT**
 - Contract has been agreed to between ITSM and MDOT to provide specific assistance for ITS outreach/information dissemination.
 - **Need for provision of support for required staff hours.**
 - There was discussion of the need for providing means to cover required staff support related to ITSM business. It was concluded that this should be evaluated by the Executive Committee and a recommendation brought to the Board.

- **Secretary's Report**
 - **Approval of Minutes**
 - The minutes of the November 9, 2006 Board meeting were unanimously approved. (Motion by Barbaresso; second by Cardimen)
 - **Membership List Status**
 - Mr. Fern noted that there are multiple membership/former membership lists that need to be reviewed and edited. He raised the question of whether a "membership list" should only be defined by those who have paid current dues? He will circulate these lists, by email, for comment. Mr. Palombo discussed the relationship of the lists regarding current members and previous, but not current members. Mr Palombo moved, and Mr. Cardimen seconded a motion to send invoices to both current and previous members. Motion carried unanimously.
 - There was discussion of the procedures for identifying the status of "national members" or "state members". There is need to provide methods to recruit/identify national members and be sure to receive the payment due from ITSA members who indicate affiliation with ITSM.
- **Treasurer's Report**
 - Mr. Fern distributed summaries for the checking, money market and CD accounts. (See attached)
 - Mr. Fern discussed the status of accounts and noted that recent payments would eliminate need to cash the CD at this time.
 - He provided a draft membership fee invoice and discussed plans to prepare invoicing for the current membership year.
- **2007 Annual Meeting Report**

Ms. Lamparski presented a draft of the Annual Meeting brochure and indicated that it would be sent out soon and be placed on the ITSM web site. She indicated that the new director of the U.S. DOT Joint Program Office has been invited to be the Keynote Speaker. Several edits to the brochure were suggested.

Ms Lamparski also indicated that the invitation for exhibitors/sponsors had been sent out. There are three levels of sponsorships solicited; Platinum, Gold, and Silver. Carrier and Gable have already indicated they will provide Platinum sponsorship.

Mr. Moore asked about currently committed exhibitors. Mr. Carrier indicated that at this point there were about 5 or 6. Mr. Cardimen emphasized the importance of taking copies of the brochure to the Chapter Presidents meeting and to provide the information to ITSA.

Mr. Beaubien thanked Ms. Lamparski, Colleen (HRC) and Mr. Carrier for their efforts in developing the arrangements.
- **Commercial Vehicle Proving Center**
 - Dr. Underwood discussed the VII Testbed Project to be funded through a MEDC sponsored 21st Century Job Fund that will compliment other VII Projects.
 - He indicated that the specific contractual arrangements were still being worked out with the State of Michigan 21st Century Fund. The award will involve a \$3.15 million grant and an equivalent amount of \$3.15 in matching resources.

- The program will begin with a 90 day planning activity. It is anticipated that this will involve a “virtual” organization, led by the Center for Automotive Research and the Connected Vehicle Trade Association.
- There was discussion of the structure and connection to the field testing activities involving MDOT, RCOC, auto companies and other anticipated participants.
- It was agreed that this should be the subject of further discussion at future Board meetings, Quarterly meetings, and the Annual Meeting and that ITSM should explore ways to contribute to the program.
- **Wireless Communications Application Seminar**
 - Dan Carrier reported that the Seminar will be held at the Genoa Woods Conference & Banquet Center in Brighton. It is scheduled for March 22, 2007 with registration beginning at 8:30 AM and the technical sessions beginning at 9 AM and running through 3:30 PM. Continental breakfast and lunch will be provided. The fee will be \$70 per attendee with registration required by March 9th.
 - The audience is anticipated to be focused on traffic engineers and maintenance personnel. It was also noted that planners will be interested in the information.
 - This will serve as the next Quarterly Meeting.
- **2007 National Rural ITS Conference**
 - No specific additional information has been received regarding this meeting which will be held at the Grand Traverse Resort in October 2007. A role for ITSM in preparing/staging this meeting is not yet defined. It is agreed that anything done regarding this program will be done as a “supplement” to the current agreed upon contract with MDOT.
- **New Business from Members**
 - Dr. Sweatman introduced the first edition of the Michigan VII Update newsletter and indicated that this would be a regular publication sponsored jointly by MDOT and UMTRI.
 - Mr. Cardimen discussed the upcoming 14th World Congress on ITS to be held in Beijing in October, 2007. He distributed copies of the Call for Papers brochure.
- **Adjournment**
 - The meeting was adjourned at 10:20 am.
 - Next Board meeting will be the held on Monday, February 26th.