



MEETING MINUTES
BOARD OF DIRECTORS
SPECIAL WORLD CONGRESS MEETING
October 4, 2002
Via Teleconference

Board Members Participating:

Jeff Hochmuth, President (Iteris)
David Zavattero, Vice President (Illinois DOT ITS)
Mark Newland, Vice President (Indiana DOT ITS)
Phil DeCabooteer, Vice President (Wisconsin DOT ITS)
Gary Rylander, Secretary (Edwards and Kelcey)
Mousa Abbasi (HNTB)
Rahim Benekohal (Univ. of Illinois - Urbana-Champaign)
Larry Henson (TransCore)
Ken Jonak (Illinois DOT District 1 Traffic)
Mike Kraus (Motorola)
Dan Shamo (URS)

Others Participating:

Ken Glassman (ISTHA)

(Secretary's Note: Whenever committee reports and handouts are available, they are appended to these minutes, and the body of the minutes will include only major points of discussion, updates and corrections to the attachments, and actions taken by the Board)

This special meeting was called to order by President Hochmuth at 8:05 a.m. A quorum of the Board of Directors (Board or BOD) participated in the teleconference. The purpose of this special meeting was to update and resolve any pending matters related to the ITS World Congress in Chicago.

1. Volunteers. President Hochmuth reported he was about 80% finished with the initial volunteer assignments, and that enough people had volunteered. Will complete and distribute today or tomorrow.
2. Special Sessions. Those to be handled by ITSMW are finalized.
3. Status of Saturday Night Reception. Committee Chairman Ken Jonak and President Hochmuth reported:
 - Catering reservations have been made for 230 attendees (final number is due October 8), and due to the lower number of attendees some cost saving measures have been taken
 - Through September 30th, 105 out of 1300 World Congress registrants also registered for the reception while 40 registered directly through ITSMW
 - Currently estimating a small profit (\$530) to ITSMW
 - Receipts will be available at the door for those who need them
 - Ken Glassman is preparing name tags

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- The nametag lanyards have arrived and they mistakenly sent 1,000, so everyone at the reception will receive one
- Sponsor logo boards and table placards were prepared by IDOT and look great
- Clarified with the Adler that ITSMW may accept cash or checks at the door for those who arrive without having a reservation
- Suggested attire is sport coat and tie for men
- Zeiss projector room will be open 6:30 – 8:30 rather than the entire time to save money

4. Status of Technical Tours. VP David Zavattero reported:

- Everyone is prepared for tours except for a couple of details that are being addressed
- The 911 tour on Monday will be cancelled because it is a holiday
- For Wednesday's tour to Milwaukee via Amtrak, arrangements for the vans in Milwaukee have not yet been finalized

President Hochmuth added that plaques will be presented to agencies hosting the technical tours, plus each agency will receive two exhibit hall passes.

5. Next Meeting. The September 25th special Board meeting was cancelled. The following dates, previously scheduled, were confirmed:

- Board of Directors: Wednesday, November 13 at 2:30 p.m. (RTA) – quarterly meeting
- Executive Committee: Monday, October 28 at 9:00 a.m. (via teleconference)

6. Other Issues. President Hochmuth indicated that Southern Illinois University may shoot some video at the World Congress and at the Saturday Night Reception, at a cost of up to \$300.

The meeting was adjourned at 8:55 a.m.

Respectfully submitted,

Gary F. Rylander
Secretary