



**ITS Rocky Mountain Chapter Board of Directors
Teleconference Meeting Minutes
May 9, 2017 - 9:00 am MDT**

Board Members Attending:

Brian Christensen, Horrocks Engineers, Inc.
Fred Kitchener, McFarland Management, LLC
Jim Larsen, Ada County Highway District
John Hansen, 2 ITS-Help
Keith Trimels, IDT Group, LLC
Saeed Sobhi, EST
Scott Thomas with Apex Design

Board Members Not Attending:

Blaine Leonard, Utah Department of Transportation
Brandi Hamilton, Montana Department of Transportation
Robert Koeberlein, Idaho Transportation Department
Ryan Saville, TransCore
Vince Garcia, Wyoming Department of Transportation

Others in Attendance:

Autumn Gilleard, Meetings Northwest, LLC

Agenda

Chapter President Jim Larsen welcomed everyone and proceeded through the agenda. March 10, 2017, meeting minutes (previous meeting) had been emailed to everyone prior to the call. Keith Trimels moved to approve the minutes. Brian Christensen seconded the motion, which passed unanimously.

Treasurer's Report

Brian Christensen reported that he had received a rebate check from ITS America and invoice from Meetings Northwest. The checking account has a balance of \$6,779.41, and the savings account had a balance of \$1,437.78 with a combined net balance of \$8217.19. John Hanson motioned to accept the treasurer's report as stated. Keith Trimels seconded the motion and it passed unanimously.

Membership Report

Autumn Gilleard reported that MNW had collected \$4,450 in private sector dues and \$800 in public sector dues with nine companies/organizations outstanding for 2017.

2017 ITS-RM Annual Conference

- Jim Larsen reported that the Lamar Street Center charges a rental fee of \$1500.00 and had been secured for October 5, 2017. He also stated that the Lamar Street Center requires special event insurance which he was looking into.
- Brian Christensen confirmed that the \$1000.00 deposit had been sent to Lamar Street Center.

- The board extended the abstract deadline to June 2, 2017.
- Jim Larsen would like to have all the abstracts reviewed by July 10th and asked for volunteers to review the abstracts. Jim Larsen, John Hansen, Saeed Sobhi, and Fred Kitchener all volunteered.
- John Hansen reported at last year's conference they ended up with a large number of extra boxed lunches. To help manage lunches Autumn Gilleard will ask attendees during the registration process if they would like a boxed lunch or not.

Next Board Meeting

July 11th, 2017 @ 9:00 am MST.

Other

None