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**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, February 11, 2015 | 6:00 – 7:30 PM (Eastern)**  
*Times Noted Are Approximate*

**Introductions – 6:00pm**

**Board** – Zach Bugg, Emma Chapman, Elicia Elliot, David Gerstle, Katherine Kortum, James Robertson, Whitney Sullivan, Aaron Zimmerman

**Chapters** – Marcus Bowman from Toronto, Matthew Chan from Vancouver, Phillip Cherry from Atlanta, Paul Lewis from DC, David Morse from Nashville

**Review of Minutes – 6:02pm**  
Meeting minutes are approved unanimously.

**Chair – 6:03pm**  
Review of timeline for the next month. We have chapter dues payouts due, as this quarter started February 1. Tax filings are due March 15. The next round of AirSage applications are due March 6.

**Deputy Chair – 6:10pm**  
The international board strategic planning meeting is planned to occur on April 25-26 in Chicago, IL. An updated budget has placed the total cost of the meeting, which includes travel, lodging, two meals, and meeting space, at \$7,000-\$8,000.

A total of nine board members are expected to attend. The board is seeking sponsors and/or partners to provide one or two meals and/or meeting space (e.g. a conference room) for the meeting to save costs.

We plan to finalize the location so that we can plan the detailed agenda items for the strategic planning meeting within the next week.

**Membership – 6:17pm**  
James: Vancouver and Sacramento doubled their membership size.

Matthew from Vancouver: They had an event around a debate for increasing public funding for transportation.

**Sponsorship – 6:19pm**  
Jack sent an email about a webinar around sponsorship. He received an encouraging response rate to go ahead with doing a sponsorship webinar event, in conjunction with John.

They have still not received a sponsorship from PB.

There have not been encouraging responses from the airlines that he has reached out to. The consolidation around the big consulting firms may be discouraging those firms from spending on sponsorship; or they may just be distracted.

They are working on getting sponsorship from banks that fund transportation projects.

**Finance – 6:30pm**  
The confusion around the Nashville chapter and dues has been resolved.

Aaron contacted Wells Fargo to reduce transaction fees, which is good. We should save between \$300 and \$500 as a result of this change.

Maintenance charges around the CRM have been somewhat higher than expected.

YPT will need to start putting its taxes together.

Working on getting a Canadian PayPal account for the Canadian chapters to both simplify payment collection and lower the transaction costs. Square is a potential option. Membership needs to be able to check against the account.

Emma offered to give her Square to anyone who might want it.

Membership and Finance will follow-up with the Canadian chapters to ensure that we can come to a solution that meets everyone's needs.

**Admin – 6:51pm**

The YPT Awards are live. We will keep the option open of extending the deadline. Whitney will send an email to everyone and to the chapter leadership.

**Communications – 6:58pm**

- Email
  - Each International board member has an “official” email address. Chapters requested having “@yptransportation.org” email addresses, however this is prohibitively expensive.
  - David and Whitney will look in to working on getting email addresses for the chapters.
- Mission statement
  - Change to “Connecting young professionals in transportation worldwide.”
  - This change was unanimously supported.
  - We will need to work together to propagate this change throughout everything.
- TRB
  - Requested a short summary and pictures of TRB to include in the YPT annual report.
  - Katherine offered to provide a summary.
- Spam
  - Some chapters, especially Chicago, are having trouble with the chapter emails being sorted into spam.
  - James will work with Whitney to look at adjusting the emails so that Google does not flag them as spam.

**Programs – 7:19pm**

Katherine and Elicia have been working on curating the programs list. Elicia is awaiting feedback from chapters.

**Chapters – 7:22pm**

Richard has not joined.

**Adjournment – 7:30pm**

Meeting adjourned without objection.

*Minutes prepared by David Gerstle*