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**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, March 10, 2015 | 6:00 – 7:30 PM (Eastern)**  
*Times Noted Are Approximate*

**Introductions – 6:00pm**

- Board** – Zach Bugg, Emma Chapman, Jack Cebe, Elicia Elliot, David Gerstle, Katherine Kortum, James Robertson, Whitney Sullivan, Aaron Zimmerman  
**Chapters** – Phillip Cherry from Atlanta, David Morse from Nashville

**Review of Minutes – 6:02pm**

It was moved by Z. Bugg to approve minutes, seconded by D. Gerstle to accept February meeting minutes. Meeting minutes are approved unanimously.

**Chair – 6:03pm**

K. Kortum reported that AirSage applications are being reviewed.

K. Kortum reviewed the upcoming agenda, noting that March 15 is the deadline for tax filings for the international chapter and every chapter that has an EIN.

K. Kortum announced that the next board meeting will be on April 14<sup>th</sup>.

**Deputy Chair – 6:05pm**

Z. Bugg presented an outline of the Strategic Board Meeting 2015. There were no suggestions for revision or addition. K. Kortum requested that board members consider the draft and send any suggestions to Z. Bugg.

**Communications – 6:25pm**

W. Sullivan reviewed the changes to the YPT website such as the addition of board member profiles and pictures and the availability of historical posts.

W. Sullivan reported that the board meeting minutes will soon be available on the website.

J. Robertson reported that AGH is looking into a technical fix for Google marking emails sent from the CiviCRM system as spam.

**Membership – 6:30pm**

J. Robertson reported that membership is down from last month but up year-over-year.

**Sponsorship – 6:35pm**

J. Cebe reported that the Parsons Brinkerhoff and AASHTO have confirmed that they will rejoin as sponsors (AASHTO after July 1). AirSage will likely rejoin as a sponsor.

E. Chapman reported that AECOM will likely join as a sponsor. Also, CIBC may be a sponsor of the strategic planning meeting.

J. Cebe raised the idea that the international board enforces uniform sponsorship perks and prices in order to create consistency among chapters. K. Kortum suggested that we compile data around what the state-of-the-practice among chapters is currently.

**Finance – 6:45pm**

A. Zimmerman and J. Robertson have been working to distribute funds to the chapters. The Sacramento \$100 startup payment has been delayed to next quarter because their bank account is not set up yet.

A. Zimmerman reported that YPT International has filed its taxes, but there are some chapter that have not yet filed.

P. Cherry reported that the Atlanta Chapter has filed though that is not reflected in A. Zimmerman's records.

**Admin – 6:50pm**

D. Gerstle reported that we have thanked outgoing TRB Executive Director Bob Skinner for his service on the Board of Advisors and welcomed incoming TRB Executive Director Neil Pedersen.

D. Gerstle reported that the YPT Awards have proceeded successfully thus far and currently D. Gerstle, K. Kortum, W. Sullivan, and Z. Bugg are reviewing the applications.

**Programs – 6:55pm**

E. Elliot reported that she is aiming to keep the international board members informed about events that their local chapter is supporting or sponsoring.

P. Cherry inquired about securing additional funding for an Atlanta event. E. Elliot will follow up with P. Cherry offline.

E. Elliot inquired as to whether anyone would be attending the APA / PIBC meeting in Seattle because the chapters in the region have not indicated that they are attending. J. Cebe offered to check with coworkers of his in the area.

**Chapters – 7:05pm**

R. Sun has not joined. K. Kortum reported that R. Sun has recruited a coworker to assist him. Nonetheless, K. Kortum reported that there has been a lower level of correspondence between the International Board and the individual chapters under R. Sun's tenure.

**Adjournment – 7:15pm**

Meeting adjourned without objection.

*Minutes prepared by David Gerstle*