ATPIO BOARD OF DIRECTORS
February 22, 2015 Tele-Conference
Meeting Minutes

Attendees:

- Arun Shirole
- Salil Gokhale
- Kiran Bhatt
- Abhishek Bhargava
- Jaydeep Chaudhari
- Padmini Gudipudi

Minutes

1. **2015 Annual Meeting Report: Salil Gokhale**
   a. About 75 people attended the meeting, including faculty, industry professionals, students
   b. Some people raised concern that ATPIO as an organization is not well-known and it's activities are not well advertised
   c. 5 Speakers at the meeting. The speakers provided updates on conferences in India (Kolkata, WCTR-Mumbai), research work happening in India, and various collaborations that colleges and universities in India are trying to setup with each other.

2. **President's Report: Arun Shirole**
   a. TPMDC meeting, December 2014, IIT Bombay, Mumbai
      i. Arun Shirole attended conference for a day as a speaker, and spoke about Transportation Asset Management.
      ii. Other ATPIO Board Members who made presentations were Dr. Shashi Nambisan, Dr. Anuj Sharma and Dr. Sushant Sharma. ATPIO past President, Dr. Lalita Sen also made a presentation at the conference.
      iii. Discussions with IIT-B faculty: Prof. Dhingra, Prof. Rao, on collaborating with ATPIO and developing an MOU
      iv. Discussion on establishing "Center of Asset Management" at IITB. Prof. Rao and Prof. Dhingra expressed interest but want to work on capacity building first.
      v. Estimated conference attendance:: 300
   b. ATPIO currently does not have any MOUs with any organizations or agencies
   c. Letter sent to Nitin Gadkari (Minister of Transportation, India), in an effort to start working with government. Had received a letter response from Mr. Gadkari's Private Secretary indicating Mr. Gadkari's interest in meeting with me on his next visit to the U.S. Hoping to hear back from the Prime Minister's Office sometime later this year.
   d. Letter to AASHTO sent with a draft proposal for setting up Transportation Asset Management Center as an US-India bilateral activity..
   e. MOU with IITB, TRG and possibly Government of India may get drafted this year.
   f. ATPIO has received few proposals on co-sponsoring workshops in India. One of them is the 9-day workshop on smart cities in India. Per Jaydeep, the goal of this workshop is to discuss how smart cities will be planned, what will be involved, etc. Per Salil, webinar on smart cities organized by ATPIO will help educate ATPIO members and friends. Jaydeep agreed to identify a speaker with expertise in this area.

3. **Treasurer's Report & Virginia Registration: Salil Gokhale**
   a. Paper work for registering as a non-profit organization in Virginia completed and sent. However, the registration is not yet complete, because of a missing signature. Salil and Mohan will coordinate to ensure that the registration is complete. Mohan is the authorized organization agent in Virginia (as he is resident of the state), and is the primary correspondent. Once ATPIO is registered, every year, a report will be sent out about organization board, members etc.

   b. Treasurer's report: Currently we have two financial accounts
      i. Paypal
         * Membership dues sent to Paypal
         * We now have 50 paid members (2014-2015).
      ii. US Bank
         * Checks written to ATPIO deposited in US Bank.
         * Current Bank balance is $3353.
         * Membership dues were transferred from Paypal account to US Bank during week of 2/16. However, the dues received during 2/16 week might still be sitting in the Paypal account.
         * Salil has written check to himself, with the approval of the ATPIO Board, to reimburse for expenses.
         * In 2014, we switched to US Bank, with offices in 25+ states, to avoid $10 monthly fee for in-activity.

4. **IRS Application for Non-Profit Status: Salil Gokhale**
   a. No updates. Salil will pursue this with Hardik Shah.

5. **ATPIO Web Site: Status of Upgrade: Padmini Gudipudi**
   a. Sushant and Padmini working on website to improve it, add information about Board members
   b. ATPIO Linked-in link needs to be added to the website. Padmini agreed to follow up on this.
   c. On the Membership page, the link "Pay Dues to become member" is misleading and either needs to be renamed or a new link needs to be added, so that student members get the message that they do not have to pay to become member. Padmini agreed to follow up on this.
   d. Membership application receipt / confirmation email needs to be sent out automatically.
   e. Currently, the membership roster is updated manually, as emails about membership applications are received into the "atpio secretary" gmail account. Going forward this roster will be updated by the secretary, as new members get added.

6. **Membership Drive Status: Arun Shirole, Salil Gokhale**
   a. *Arun:* Our goal this year is to increase membership to 75, by July 2015
   b. *Salil:* Each board member needs to encourage friends and colleagues to become ATPIO member
   c. *Arun:* Organization needs to show it adds value, by highlighting it's activities on it's website and various other forums, so that people are encouraged to join and stay a member.
   d. *Abhishek:* We need to be more active on linked-in like other organizations, add the attendees who were part of 2015 annual meeting at TRB to linked-in group.
   e. *Salil agreed to* send list of annual meeting attendees (at TRB) to Abhishek and Anuj. He has been managing the list of members in an excel spreadsheet, and updating the roster based on membership dues received via paypal.

7. **Professional Development Program Status: Arun Shirole**
   a. Mentorship Program: Arun got an email from a student about becoming a mentor. Arun has connected the student to Dr. Shri Bhide at Bentley.
   b. Webinars: Two topics for this year -

     a. Upcoming PPP webinar, by Deputy Director at Virginia DOT. Speaker finalized. Arun will be following up with speaker and coordinating arrangements
     b. Arun had discussions with Ram Pendyala. Georgia Tech might host this webinar.
     c. Next proposed topic is Connected Vehicles. Speaker to be identified.

8 Activities for 2015: Arun Shirole
     a. Work with following organizations: TRG, AASHTO, Government of India, IIT-Bombay

9 New or Other Business, Open Discussions
     a. Linked-in Discussions and Posts.
          i. *Abhishek:* Suggestions for posting: Information pertaining to following recent and upcoming events can be posted to show organization activity
- ATPIO President, Arun Shirole talks at IITB TPMDC conference on Asset Management
- Upcoming workshop on Smart Cities in India (Jaydeep)
- ATPIO Annual Meeting at TRB – Summary and Key Take-aways (Salil)

          ii. *Padmini: Good Idea. She will add link to Linked-in group on ATPIO website.*
          iii. *Arun:* Anuj and Abhishek have been posting at the linked-in group in 2014.
          iv. *Jaydeep:* Need to develop an information pool about experience and expertise ATPIO members have that is relevant to Government of India's transportation related priorities and publicize through related articles. This will increase ATPIO's visibility as a credible organization. Jaydeep agreed to share with the Board a document describing India's priorities. Kiran suggested that it will be prudent to be consistent with these priorities.
          v. *Kiran:* Need to define structure and process before starting discussion on topics that are associated with ATPIO next steps, such as initiatives and discussions with IITB, AASHTO, TRG, and Government of India.
          vi. *Abhishek:* Postings associated with events in United States and India, particularly conferences/workshops, and topics such as "Smart cities in India" may not necessarily require moderation. Members should be able to start and contribute to such discussions, and this organization is active, and having lively and good discussions.

10 Set date for next Teleconference & Adjourn
     a. Tentatively, in May 2015.
     b. Every 3 months, board should meet.