

Association of Transportation Professionals of Indian Origin
Teleconference Meeting Minutes
April 20, 2009; 7:00 PM EST

The Board members of Association of Transportation Professionals of Indian Origin (ATPIO) met via teleconference on April 20, 2009. The purpose of this meeting was to provide a quarterly update on the ATPIO activities. The meeting minutes have been summarized below.

Board members in attendance:

Mr. Arun Shirole (President)
Dr. Sudeshna Sen (Secretary)
Dr. Anuj Sharma (Member)
Mr. Hardik Shah (Treasurer)
Mr. Sabyasachee Mishra (Student Member)

1. Update on list of members

Mr. Hardik Shah briefed the Board on the membership status. He indicated that we had a great turnout at the ATPIO meetings held during TRB. The attendance sheet circulated at these meetings will be used by Mr. Shah and Dr. Anuj Sharma to identify potential members and to update the existing list of contacts. Following the update of the existing list, Mr. Shirole will send out a synopsis of the ATPIO activities to current and potential members.

2. Update on bank accounts

Mr. Shirole indicated that the information on bank accounts is presently with the past treasurer, Dr. Mohan Venigalla. He will facilitate the complete shift of responsibility from Dr. Venigalla to current treasurer, Mr. Shah. An update on this will be provided at the next quarterly meeting.

3. Update on 501 c (3)

Mr. Shirole noted that the tax returns could not be submitted for the organization in the past years. In order to enable filing of tax returns, Mr. Shah will speed up the filing for 501 c (3). As a first step towards the ramping up the filing process, he will contact Dr. Venigalla to acquire the existing documents for filing 501 c (3).

4 ATPIO meeting minutes

Dr. Anuj Sharma and Dr. Sudeshna Sen will update the minutes of the ATPIO meeting held during TRB.

5. Update on ATPIO website

Mr. Sabyasachee Mishra volunteered to take on the role of a website manager. He will be responsible for updating information on the ATPIO website.

6. Proposed ATPIO conference

Mr. Arun Shirole presented Dr Pendyala's suggestion to host an ATPIO conference in the future. This was well received by the Board members. The discussion on this topic focused on the following:

- Objective of the conference
- Suitable place and date for holding the conference
- Budget considerations
- Promotion/Marketing
- Sponsorship/Donations from profit and non-profit organizations

The Board recommended that the proposed conference should be held in August 2010, December 2010, or May 2011. The Board believes that hosting the conference on either of these months will allow higher participation of faculty members and students. Mr. Shirole will contact Dr. Pendyala to prepare a detailed plan for the conference. This plan will be presented to the board for review.

7. Preparation of a list of potential members

The Board tasked Mr. Sabyasachee Mishra with preparation of a list of potential members. The Board will provide Mr. Mishra with a list of transportation centers affiliated with universities and profit/non-profit organizations in the area of transportation. Mr. Mishra will look through the appropriate websites of these universities/organizations to short-list the potential members.

8. Web conference

Dr. Anuj Sharma proposed the possibility of hosting an ATPIO web seminar. Mr. Arun Shirole suggested that the Board should be presented with a list of topics and possible speakers for this webinar. Dr. Sudeshna Sen discussed ways of spreading the word about the web seminar to get a good participation. A detailed plan for hosting the web seminar would be submitted to the Board towards the end of May by Dr Sen and Dr Sharma for review and discussion.

9. New logo for ATPIO

Dr. Anuj Sharma proposed that ATPIO should organize a student competition to award the best ATPIO logo design and suggested consideration of the following points:

- Setting preliminary guidelines for logo
- Promoting the logo completion among students
- Deciding on a prize for logo competition winner
- Determining a theme for the logo that highlights innovation and collaboration between India and US.

Mr. Shah will work on laying out a plan for hosting the logo design competition.

Closing suggestions:

Mr. Arun Shirole proposed to conduct quarterly meetings with the Board which will include updates of the committee activities.

The teleconference ended at 8:10 PM EDT

Teleconference minutes prepared by: Mr. Sabyasachee Mishra

Teleconference minutes reviewed by: Dr. Sudeshna Sen and Dr. Anuj Sharma