

Allentown Chapter C.S.I.

January 19, 2011

Board Meeting Minutes

Members	Attendees	Members	Attendees
David Wrigley, President	X	Matthew Baker, Director	X
Kristina Montone, President-Elect, Publicity Co. Punchlist	X	Chuck Kelly, Director	X
LeeAnn Slattery, Vice-President, Membership Advancement	X	Keith Bush, Director	X
David Fenstermacher, Secretary	X	James Petro, Director	
Mark Nattress, Treasurer	X	, Director	
Roxanne Verrastro, Sr. Advisor, Technical, Historian		John Cannon, Scholarship Co.	X
John Sweigart, Advisor	X	Josh Grice, Membership, Academic Affairs	X
Brad Teeters, Past-president, Advisor, Electronic Comm. Co., Educ. Co. Membership Advancement	X	Eric Lussier, Electronic Communications Co.	X
Sal Verrastro, Program, Membership Advancement	X	Rob Sarnowski, Education Co-chair	X
Dave Hausman, Publicity Co., Scholarship Co.	X	John Lattin, Hospitality Co.	X
Mitch Miller, Certification, LRP	X	Kevin Grega, Hospitality Co.	

The Allentown Chapter CSI Board of Directors met on Wednesday, 19 January 2011 at the Holiday Inn, Fogelsville, Pa.

President Dave Wrigley called the meeting to order at 5:05 p.m.

Board Minutes:

The minutes from the December 2010 Board meeting were approved as written.

Treasurer's Report:

The Treasurer's Report dated 12/31/2010 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: Sal Verrastro

- Feb. 16, 2011 Meeting at Four Points Sheraton, Roofing presentation by Firestone "The Magnetic Attraction Of Architectural Metals"; Joint meeting with RCI Roofing Consultants Institute. Tabletop Display: Fessendon Hall.
- Mar. 16, 2011 Meeting at Four Points Sheraton, Landscape Presentation by Joanne Kostecky for Kostecky Garden Design (not yet confirmed); New Product Tabletop: Carlisle Roofing.
- April 20, 2011 Expo 2011 at the Holiday Inn, Fogelsville, PA;
- May 18, 2011 Meeting at Four Points Sheraton, topic not yet confirmed;
- June 15, 2011 Meeting at the Holiday Inn Fogelsville, annual member appreciation and awards night.
- Aug. 31, 2011 Chapter outing at the Iron Pigs game;

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Hospitality: Jon Lattin and Kevin Grega

Next monthly meeting will be February 16 at the Four Points Sheraton
May and November 2011 meetings have been moved to the Four Points Sheraton
Looking for input/ideas for the summer party and also for a potential new event in the fall.

Technical: Roxanne Verrastro

No Report

Education: Rob Sarnowski and Brad Teeters

Nothing to report. Josh noted that P.E.'s will now be required to obtain continuing education credits in conjunction with their license.

Scholarship: John Cannon and Dave Hausman

Preparing new applications, which will be sent to schools shortly as well as being available on-line. Applications due back at the end of March.

Certification: Mitch Miller

Classes began Thursday January 13 with eight in attendance, more may be added.
Early registration for the spring exam ends January 28.

Awards: Brad Teeters

No report.

Membership: Josh Grice

Two perspective members will be in attendance tonight along with three new members.
A national campaign "Everyone counts" has been launched.

Punchlist: Tina Montone

Looking for someone to take over duties. As EXPO chair and president Tina is swamped.

Academic Affairs: Josh Grice

No report; Josh Grice will take over as committee chair.

Publicity: Tina Montone, Dave Hausman

A discussion was held on potential spending for a professionally written press release.

Long Range Planning: Mitch Miller

A new meeting date will be set in the near future, after the CSI Academies in February.

Expo 2011: Tina Montone

Having challenges holding meetings due to bad weather.
Tickets available for the meeting tonight, first draft; Save the date magnets sent to CSI and AIA(2 chapters).
Putting marketing lists together; will attend IFMA to remind them about show; press release to EPBJ in Feb.
First wave of registration sent out. 20 booths reserved, 6 are verbal. Sal is confident show will sell out.
Exhibitor Liaisons committee to kick into gear. Meeting with committee being scheduled.
Seminars are confirmed, except Clodagh, for whom sponsorships are being solicited.
Waiting for budget updates; Sponsorships \$2,2550. to date.
Next meeting is Wednesday Feb. 9, 6pm at ATAS.

Electronic Communications: Eric Lussier and Brad Teeters

After investigating other possibilities website to remain in current location for now.

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Historian: Roxanne Verraastro

Please forward any material to me that you think would be beneficial to add to the filing cabinet, old punch lists, forms, pamphlets...so it can become history! Per discussion, this includes reports from conferences.

Directory: Roxanne Verraastro

President Dave reported that he has been informed that the updated directory will be completed by the end of the weekend and to the printer by the end of the month..

50th Anniversary Committee for 2013 celebration, Tina Montone; Mitch Miller; Sal Verraastro

Looking at several venues to hold the event.

Book planning committee has met and research has begun.

The next meeting is being scheduled for February 2011.

Fiscal Planning Committee: Mitch Miller, Dave Hausman

Will be reviewing "draft" revisions to the by-laws and policy manual prior to presenting to the Board.

Nominating Committee: Dave Hausman

The chapter by-laws indicate the nominating committee shall be appointed by the Board. However, the chapter Policy Manual lists the members of the nominating committee. They are the Immediate past-President(chair), President-elect and the three(3) current or past advisors, with the current president serving as committee advisor with no voting power.

As such, the committee will be meeting with the goal of presenting the proposed slate of officers and directors at the March Board meeting.

Membership Advancement: Brad Teeters, LeeAnn Slattery, Sal Verraastro

No report yet. A meeting will be scheduled.

Unfinished Business

- 10.01 Matt Baker reported that the Eastern Pa, Chapter of ABC has combined with the Southeastern PA Chapter and will continue to be known as the Eastern PA. Chapter. The offices have moved to the Westfield Building, located on Tilghman Street in the west end of Allentown. A discussion was held on the status of the CSI "Library" which was housed in the former offices of ABC. **Update Nov'10:** Still no progress in the search for the documents which comprised the CSI "Library". **Update Dec'10:** Mark reported he was at the office of Flamm Walton P.C., attorneys for ABC and they do not have any knowledge of the whereabouts of the library. Mark stated that he will check again when he is at their office. **Update Jan'11:** Matt Baker has investigated and he is convinced that everything from the CSI Library has been discarded and destroyed with the last move of ABC. Mark Nattress will check "one more time".
- 11.02 Sal reported that Mitch Miller has been nominated for Institute Vice President, a first for the Allentown Chapter. Ballots will be sent out by the Institute around February 1.
- 12.01 President Dave reported that Mitch Miller requested a discussion be held on the possibility of expanding the review classes from 6 to possibly 8 and to include CCS and CCA in addition to CDT classes. According to Mitch this would be similar to what the Baltimore Chapter is currently doing. All felt that it was an idea that has merit and should be looked into. **Update Jan'11:** Discussion will be held next month.
- 12.02 President Dave reported that he received a call from Ray Gaines regarding an opinion on whether the charters of the "distressed chapters" within the region should be revoked. These chapters include N.E.Pa, Princeton, South Jersey., and Delaware. Ray will be reporting to the Institute on this issue. **Update Jan'11:** Institute has elected to revoke the charters of N.E.Pa. and Princeton. South Jersey and Delaware are working a possibly unification of the chapters.

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New Business

- 1.01 A discussion on chapter dues will be held next month.
- 1.02 Dave Hausman brought up an item discussed in the past regarding the purchase of new CSI pins for distribution to new (and existing), members. Tabled until more information can be ascertained. Also name badges for new officers and directors are needed. LeeAnn stated she will look into the badge situation.
- 1.03 Matt Baker noted that he is still checking the mailbox at the main post office periodically.

Upcoming Regional and National Events

CSI Academies will be held February 24-26 in Dallas, Texas
LOS will be held April 1 & 2, 2011, in Gettysburg.
Convention 2011 will be held in Chicago, September 14-16, 2011.
Convention 2012 will be held in Phoenix, Arizona.
MARC 2011 will not be held.
MARC 2012 will be held in Richmond and will include LOS.
MARC 2013 will be held in Erie.

There being no further business, a motion to adjourn the meeting was made by Dave Hausman, with a second by LeeAnn Slattery.

Meeting Adjourned at 6:08 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary