

Allentown Chapter C.S.I.

October 20, 2010

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

The Allentown Chapter CSI Board of Directors met on Wednesday, 20 October 2010 at the Trexler-Haines, Fogelsville, PA

President Dave Wrigley called the meeting to order at 5:20 p.m.

Board Minutes:

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

Treasurer's Report:

The Treasurer's Report dated 9/30/2010 was distributed and reviewed. After discussion the report was deferred until audit.

Treasurer Nattress informed the board:

- that he has purchased a current version of Quicken as a necessary upgrade to the current accounting program being utilized.

Committee Reports:

Program: Sal Verrastro

- Nov. 17, 2010 Meeting at Four Points Sheraton; "Moisture Mitigation in Concrete Slabs", a panel discussion featuring Mitch Miller, Sal Verrastro, and Reps and Contractors, Owners; Tabletop Displays: "Purraterra"(not confirmed) and "Windsor One" (tentative);
- Dec. 1, 2010 Holiday Gala; Sands Casino, St. James Gate Restaurant.
- Jan. 19, 2011 Meeting at Holiday Inn; Joint meeting with the AIA; topic not yet confirmed.
- Feb. 16, 2011 Meeting at Four Points Sheraton, topic not yet confirmed;
- Mar. 16, 2011 Meeting at Four Points Sheraton, topic not yet confirmed
- April 20, 2011 Expo 2011 at the Holiday Inn, Fogelsville, PA
- Aug. 31, 2011 Chapter outing at the Iron Pigs game.

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Hospitality: Jon Lattin and Kevin Grega

Monthly meeting accommodations are set for 2011.

Holiday Gala will be held at the St. James Gate Restaurant within Sands Casino for a night of fine dining and holiday entertainment. Details will be finalized within the next two weeks and invitations sent out to the membership.

Sponsors will be solicited to help defray the costs.

Technical: Roxanne Verrastro

No Report

Education: Rob Sarnowski and Brad Teeters

No report

Scholarship: John Cannon and Dave Hausman

No report

Certification: Mitch Miller

Classes will begin in January 2011

Exam window two weeks, end of March/April.

Awards: Brad Teeters

No report;

Membership: Josh Grice

No report;

Mitch gave an update on "watch chapters" within the Institute.

Punchlist: Tina Montone

Next issue is now targeted for November.

Academic Affairs: John Sweigart

No report; Currently seeking a new chair for this committee.

Publicity: Tina Montone, Dave Hausman

Holiday cards will be ordered by the end of October.

Long Range Planning: Mitch Miller

A new meeting date will be set in the near future.

Expo 2011: Tina Montone

A meeting of several committee members took place of October 12.

A contract has been signed with the Holiday Inn. A meeting is planned to review layout, other physical changes due to change in venue.

Sub-committee meeting are being schedule (i.e. registration, marketing, exhibitor liaisons.

Next EXPO meeting is scheduled for Wednesday, November 10, 7am at the Starlight Diner.

Electronic Communications: Eric Lussier and Brad Teeters

No report.

Historian: Roxanne Verrastro

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.

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Directory: Roxanne Verraastro

It was reported last month that Roxanne has started work on the new directory.

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

Tina reported that the committee is looking into other venues in the Allentown area; the book planning committee has met and research has begun; the next meeting is scheduled for November.

Fiscal Planning Committee: Mitch Miller, Dave Hausman

On a motion by Dave Hausman, second by Dave Fenstermacher, and unanimous approval, the budget for FY 2011 was approved by the Board of Directors.

Dave Hausman also reported that the committee will be meeting to review "draft" revisions to both the ByLaws and the Chapter Policy Manual.

Nominating Committee: Dave Hausman

No report.

Membership Advancement: Brad Teeters, LeeAnn Slattery, Sal Verraastro

A meeting will be scheduled.

Unfinished Business

- 1.03 A discussion was lead by President Teeters regarding a joint effort with the AIA to raise funds to support relief efforts for Haiti. The proposal centered around the donation of \$1,000.00 as a combined effort of the two organizations. John Cannon moved, second by Dave Wrigley, to pursue this philanthropic endeavor by taking a collection tonight in lieu of the traditional 50/50 ticket sales. The difference between the amount collected and \$1,000.00 will then be split between CSI and AIA. The motion receive unanimous approval. **Update Feb'10:** Special website has been established to donate on-line; Amount has been increased to \$4,000. **Update May'10:** A check for \$680.00 was sent to The Fuller Center for Housing; Brad reported it has been acknowledged with a receipt, but not yet recorded. **Update Sept'10:** the proceeds from the October chapter meeting will be designated for the Haiti relief effort.

New 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.

Upcoming Regional and National Events

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.

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There being no further business, a motion to adjourn the meeting was made by John Sweigart, with a second by Jim Petro.

Meeting Adjourned at 6:03 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary
with assistance from Dave Hausman.

Attachments:
Treasurer's Report dated 9/30/2010