

# Allentown Chapter C.S.I.

## 16 September 2009

### Board Meeting Minutes

| Members   | Attendees | Members                                | Attendees |
|---|-----------|--|-----------|
| Brad Teeters, President<br>Electronic Communications                | X         | Matthew Baker, Director                | X         |
| David Wrigley, President-Elect, Programs                            | X         | Chuck Kelly, Director                  |           |
| Tina Montone, Vice-President, Publicity Co.,<br>Punchlist           | X         | Keith Bush, Director                   |           |
| David Fenstermacher, Secretary                                      | X         | James Petro, Director                  |           |
| Mark Nattress, Treasurer  | X         | LeeAnn Slattery, Director, Hospitality | X         |
| David Hausman, Sr. Advisor, Publicity Co.                           | X         | John Cannon, Education                 |           |
| Roxanne Verrastro, Advisor, Technical,<br>Historian, LRP            |           | Josh Grice, Membership                 | X         |
| John Sweigart, Past-president, Advisor,<br>Awards, Academic Affairs | X         | Mitch Miller, Certification            | X         |

The Allentown Chapter CSI Board of Directors met on Wednesday, 16 September 2009 at the Holiday Inn, Fogelsville, PA

President Brad Teeters called the meeting to order at 5:08 p.m.

#### **Board Minutes:**

The minutes from the August Board meeting were approved as written.

#### **Treasurer's Report:**

The Treasurer's Reports dated 7/31/2009 was distributed and reviewed. After discussion the report was deferred until audit.

#### **Committee Reports:**

##### **Program: David Wrigley**

- Oct. 21, 2009 Facility Tour of Eastern Surfaces, 601 S. 10<sup>th</sup> Street, Allentown, PA. Dinner to be provided on site.
- Nov. 18, 2009 "EIFS Problems" by Blaine Illingsworth, at the FourPoints Sheraton (tentative); Tabletop Display: HDI Railings.
- Dec. 2, 2009 Christmas Party
- Jan. 20, 2010 Meeting at the Holiday Inn, Fogelsville; Joint meeting with AIA.
- Feb. 17, 2010 Door presentation by General Supply & DHI at Holiday Inn, Fogelsville;
- Mar. 17, 2010 Meeting at the Holiday Inn, Fogelsville; Tabletop display, Mission1st Group, Inc.

##### **Hospitality: Lee Ann Slattery**

December 2<sup>nd</sup> – Holiday Party – Lee Ann noted that she has a few locations in mind and will be checking them out.

##### **Technical: Roxanne Verrastro**

No Report

##### **Education: John Cannon**

No report

##### **Certification: Mitch Miller**

No report

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**Awards: John Sweigart**

John noted he has been in contact with a representative from the Institute to learn more about the process of making submission for awards.

No submissions were made to the region for this fiscal year.

**Membership: Josh Grice**

Josh reviewed the current status of the membership in the Allentown Chapter, indicating that the chapter is down eight members since May(155 to 147). He noted that as of 1 Sept. dues have increased from \$220. to \$240. Mitch explained this has to do with the change in region allocation from the Institute.

**Punchlist: Tina Montone**

Next issue is still "on the boards".

**Academic Affairs: John Sweigart**

No report.

**Publicity: Tina Montone, Dave Hausman**

Looking for news to report.

**Long Range Planning: Roxanne Verrastro**

A meeting will be scheduled in the fall.

**Expo 2009: Dave Wrigley**

A wrap-up meeting will be scheduled.

**Electronic Communications: Brad Teeters**

Brad noted that while he is in the process of moving the website, the task has not yet been completed.

**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!

**Directory: Roxanne Verrastro**

Next directory is planned for the 2009-10 time-frame.

**50<sup>th</sup> Anniversary Committee for 2013 celebration, Tina Montone; Mitch Miller; Sal Verrastro**

A meeting has been scheduled for Thursday, September 24<sup>th</sup>, 6pm at ATAS International.

**Fiscal Planning Committee: Mitch Miller, Dave Hausman**

Treasurer Mark Nattress passed out copies of the proposed budget for FY10. Dave Hausman suggested that the budget be sent via email to all board members and committee chairs for review and directed that input be returned prior to the next board meeting so that decisions can be made the and budget approved by the board for adoption by the general membership. Brad stated he will send the email.

**Membership Advancement: Sal Verrastro**

An adhoc committee has been formed to evaluate the benefits of chapter membership. A meeting is being scheduled to develop topics for discussion.

Mitch Miller re-iterated his suggestion that the committee re-visit the idea of charging a different amount for members and non-members attending chapter meetings and functions.

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**Unfinished Business**

- 4.01 Region Director Mitch Miller reported on several upcoming national and region events:  
Middle Atlantic Region Conference,(www.marc09.com), Oct.8-11, in Charlottesville, Va.  
MARC'10, to be held in historic Annapolis, Md. In October 2010.  
Convention 2010 will be held in Philadelphia in mid-May 2010.  
Convention 2011 will be held in Chicago in the fall of 2011.  
MARC 2011 will not be held.  
MARC 2012 will be held in Richmond.  
MARC 2013 will be held in Erie.
- 4.03 A discussion was held, led by Secretary Fenstermacher, concerning the possibility of including retired former officers and/or long time chapter members as continuing members of the chapter without being dues paying members of the Institute. Mitch Miller suggested looking into the categories available, such as "lifetime members" of the Institute. Further discussion will follow. Update May'09: this task has been assigned to the Membership Committee. Update Sept.'09, Josh indicated that the chapter currently has one "retired" member (Gene Jandl) and one "emeritus" member (Diana Hamilton).
- 8.01 Dave Hausman requests a report on the status of several items discussed previously and removed from the minutes;  
1) ASTM: Mitch has the ASTM standards but is waiting for confirmation from ABC regarding their commitment for administration of the system. Update Sept.'09 Mitch reported that ABC has not communicated with him. At this time the standards are available to CSI members by contacting Mitch.
- 8.02 Also brought up previously were the "invitations to meetings": an idea from a previous long-range planning meeting, "invitations" to CSI meetings were printed for use by industry members to encourage meeting attendance and CSI membership. These were used sparingly in the past but should be available again and put into service. Tina (publicity) and Josh (membership) will be asked to follow-up. Update Sept.'09 Tina will bring "invitations" to meetings.

**New Business**

- 9.01 Dave Hausman once again stated his concern that it will be extremely difficult for Dave Wrigley to continue as program chair when he assumes the role of chapter president next FY. There is no question that quality programs are necessary to continue the strength the chapter in the industry and Dave Wrigley has done an outstanding job. However, his role as chapter president will be a time consuming After discussion it was decided that the board will take this under advisement and will further the discussion, hopefully with ideas, at the next meeting.

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

Meeting Adjourned at 6:02 p.m.

Respectfully submitted  
David R. Fenstermacher, Secretary