

# Allentown Chapter C.S.I.

## 29 April 2009

### Board Meeting Minutes

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

The Allentown Chapter CSI Board of Directors met on Wednesday, 29 April 2009 at the Starlight Diner, Fogelsville, PA

President Brad Teeters called the meeting to order at 7:08 a.m.

#### **Board Minutes:**

The minutes from the March Board meeting were reviewed with the following minor corrections: Website for MARC'09 is [www.marc09.com](http://www.marc09.com); correct misspelling of John Sweigart. Amended minutes were approved on a motion by Chuck Kelly, second by Dave Hausman and unanimous approval.

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

The Treasurer's Report dated 3/31/2009 was distributed and reviewed. After discussion the report was deferred until audit.

#### **Committee Reports:**

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

May 20, 2009      Tour of NEW Spillman Farmer Offices and LVIP Lot#10 Building.  
 June 24, 2009      Awards & Member Appreciation Night at Holiday Inn, Fogelsville.  
                             Topic: Energy Smart Lighting by Dave Fusco from Lightolier;  
 July 15, 2009      Picnic at Dutch Springs.  
 August 12, 2009    Iron Pigs outing in conjunction with Associated Builders & Contractors.  
 Sept. 16, 2009      Product Reps Ethics Seminar at the Holiday Inn Fogelsville  
 A possible joint meeting with DHI is being discussed for February 2010.

##### **Hospitality: Lee Ann Slattery, Tina Montone**

No Report

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

No Report

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

Dave Hausman reported that four (4) applicants for the scholarships have been received and are in the process of being evaluated.

**Allentown Chapter CSI  
Board of Directors Meeting  
April 29, 2009  
Page two**

**Certification: Mitch Miller**

Mitch reported that he knows of four (4) people that have passed the CDT exam that attended the CDT classes this spring.

**Awards: John Sweigart**

Preparing for June Awards night.

**Membership: Kathy Kurtas, Josh Grice**

No report.

**Punchlist: Tina Montone**

Next issue is being worked on. Tina reported she is looking for technical articles.

**Academic Affairs: John Sweigart**

No report.

**Publicity: Tina Montone, Dave Hausman**

No report.

**Long Range Planning: Roxanne Verrastro**

A meeting will be scheduled soon.

**Expo 2009: Dave Wrigley**

Expo was a success. A wrap-up meeting will be scheduled.

**Electronic Communications: 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!

**Directory: Roxanne Verrastro**

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

**50<sup>th</sup> Anniversary Committee for 2013 celebration, Tina Montone**

No report.

**Unfinished Business**

1.04 President Teeters appointed the Nominating Committee to start preparing for FY0910. The committee consists of the three (3) Advisors, Secretary, and himself as current President. UPDATE: The nominating committee met on 03/12. The following officers were nominated for FY09/10(one year terms): Vice President, Tine Montone; Secretary, David Fenstermacher; Treasurer. Mark Nattress; The following were nominated for position of Director (two year terms): Matthew Baker, Kathy Kurtas, LeeAnn Slattery. On a motion by LeeAnn Slattery, second by Matt Baker, and unanimous approval, the Board authorized the proposed slate of officers be presented to the general membership. The slate of officers was approved at the general membership meeting held on 18 March'09.

Update April'09: President Teeters announced that he has appointed Keith Bush as a Chapter Director to fill the term of Kathy Kurtas.

**Allentown Chapter CSI  
Board of Directors Meeting  
April 29, 2009  
Page three**

- 3.01 The status of the "Planning Committee" was discussed. It was determined that Mitch Miller and Dave Hausman will co-chair the committee, the mission of which is based on Chapter Fiscal Oversight. Update April'09: the "Fiscal Planning Committee" will meet in early July to discuss chapter fiscal issues and develop the chapter budget based on actual information from FY09.

**New Business**

- 4.01 Region Director Mitch Miller reported on several upcoming national and region events:  
CSI National Convention, to be held June 16-19, 2009 in Indianapolis, Indiana.  
Middle Atlantic Region Conference,(www.marc09.com), to be held Oct.8-11, in Charlottesville, Va.  
MARC'10, to be held in historic Annapolis, Md. In October 2010.  
In addition:  
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.
- 4.02 Region Director Mitch Miller reported that the Region has been re-organized due to changes in Institute Governance Policy. Beginning in FY10 Mitch will represent the Region as Director, but will not be an officer in the Region. The newly elected Region Officers are President, Ray Gaines; 1<sup>st</sup> VP, Margaret Chewning; 2<sup>nd</sup> VP, Michael Lechleitner; Secretary, Gail Nagy.
- 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.
- 4.04 President Teeters noted that the Chapter will have a booth at the upcoming Green Building in the Lehigh Valley Conference and Trade Show Expo to be held May 8. This booth will be in exchange for the DVGBC booth at Expo'09. DVGBC has committed to pay the difference in fee for the booth exchange.

There being no further business, a motion to adjourn the meeting was made by Chuck Kelly.

Meeting Adjourned at 8:13 a.m.

Respectfully submitted  
David R. Fenstermacher, Secretary