

Allentown Chapter C.S.I.

23 April 2008

Board Meeting Minutes

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

The Allentown Chapter CSI Board of Directors met on Wednesday, 28 April 2008 at the Starlite Diner, Fogelsville, PA

President John Sweigart called the meeting to order at 7:09 a.m.

Board Minutes:

The Board Meeting Minutes for 19 March 2008 were approved as written.

Treasurer's Report:

The Treasurer's Report dated 3/31/2008 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

May 21, 2008: Meeting at 4 Points Sheraton; A presentation on "Green" Lighting for Facilities by Lutron, Michael Smith; Tabletop : Creative Metal Contractors, Inc.

June 18, 2008: Member Appreciation Night & Awards Banquet; Holiday Inn, Fogelsville; Presentation by representative from Barry Isett's office, "Traffic Issues & Highway Permits".

July 16, 2008: Summer Picnic @ Dutch Springs

August 20, 2008: CAD Documents, The Good, The Not-So, Good, and the Bad (Tentative)

September 17, 2008: "Now you see it, Now you don't"- New innovations in glazing technology, Sage Glass (Tentative)

Hospitality: Lee Ann Slattery

Next meeting is May 21st at the Four Points Sheraton Jetport. Menu selection is confirmed.

Dutch Springs is booked for the picnic on Wednesday, July 16th and the committee is still exploring locations for the holiday gala on Wednesday, December 3. Thanks to Tina for all her help with these two events.

In review: Information on Clover Hill Winery regarding the Holiday Gala '08, which looks like a go unless there are other ideas on the table.

Technical: Roxanne Verrastro

No report.

Education: John Canon.

No report.

**Allentown Chapter CSI
Board of Directors Meeting
April 23, 2008
Page two**

Certification: Mitch Miller

Mitch reported three from the area took the CDT exam and passed. Also two for the CCPR and one CCS. Mitch also reported that exams WILL be given at MARC'08.

MARC 2008 "Get Bear": Sal Verrastro + Mitch Miller

The next MARC 2008 planning meeting will be held on Monday, May 12, 2008, 6pm at ATAS International.

Awards: Roxanne Verrastro

Deadline for Region Awards is August 11.

Membership: Jim Petro

No report.

Punchlist: Sal Verrastro.

No report.

Academic Affairs:

Mitch reported that there is a CD which became available at LOS, listing all of the institutes of higher education which offer programs geared toward the architecture and construction industries.

Publicity: Tina Montone

Tina reported that the June Awards night will also be designated as "Member Appreciation Night." Some of the items discussed for this meeting include sending out invitations, having an open bar, and upgrading the dinner. Dave Hausman reported that contact has been made with the Iron Pigs and "ABC" in anticipation of planning a joint "outing" to the ballpark for a game. More information will follow.

Long Range Planning: Dave Hausman

No report. A meeting will be scheduled in the near future.

Expo 2008: Brad Teeters

Brad reported that everything went well at EXPO'08. Final reports and invoices are being generated and a wrap-up meeting will be scheduled.

Electronic Communications: Brad Teeters

Brad reported that he is still working on the upgrade of Paypal to allow more than \$500.00 a month to be transferred out of the PayPal account into the CSI checking account. This will facilitate it being used in conjunction with MARC'08.

Also, The website host is changing companies. Transferring the "domain name" was discussed so that the Chapter has ownership.

Historian: Roxanne Verrastro

As previously reported. Roxanne is continuing to collect information and requests that any material which is deemed beneficial should be forwarded to her. Items such as old Punchlists, forms, pamphlets, etc. as requested.

Nominating Committee: Mitch Miller

The slate of officers for FY'09 was presented. A discussion was held and it was determined that the an email blast to the membership will be sent identifying the proposed officers and requesting additional nominations. If none are received within a specified time period, the ballot will be cast for the proposed slate, which will then be reported to the Institute.

April 23, 2008

Page three

Unfinished Business

- 8.08 A discussion was held on how to get members involved. Mitch announced that he will be approaching members who have had good attendance at meetings to see if anyone is interested in helping out. Update: Mitch reported that a discussion was held at LOS and a proposal to set aside money to send new members to the Region Conference. Further information and discussion will be held.
- 10.01 Technology Corridor Bus Trip sponsored by General Supply– free to CSI members, will tentatively be scheduled in the spring.
- 3.02 President Sweigart reported that he was notified by the Institute that the Allentown Chapter has once again been awarded the CSI Chapter Commendation Award. The award will be received in June at the Convention in Las Vegas.
- 3.05 A discussion was held on recruiting, including methods discussed at the last Long Range Planning meeting and taking a more aggressive approach to recruiting new members. Another Long Range Planning Committee meeting will be scheduled after EXPO is over at which time methods of recruitment will be discussed further and decisions made.

New Business

- 4.01 Mitch reported on “Governance change” which was approved. The change will “reorganize the region”. There will be one Region Director who will represent the region at the Institute. Within the region there will be an elected President and Vice-President (formerly the Region Directors) and an appointed Secretary and Treasurer.
- 4.02 Reporting from LOS, a “Construction Education Network” has been established at www.csinet.org/provider.
- 4.03 The Region Caucus at Construct 2008 will be held on Thursday, June 5. 5:30 to 6:30pm (Room S229).
- 4.04 New Section Format changes have been released.
- 4.05 Construct 2009 will be held June 15-19, 2009 at Indianapolis, Indiana.

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

Meeting Adjourned at 8:21a.m.

Respectfully submitted
David R. Fenstermacher, Secretary