

Allentown Chapter C.S.I.

20 August 2008

Board Meeting Minutes

Members	Attendees	Members	Attendees
Brad Teeters, President Electronic Communications	X	Matthew Baker, Director	
David Wrigley, President-Elect, Programs	X	Chuck Kelly, Director	X
Tina Montone, Vice-President, Publicity, Punchlist Co.	X	Kathy Kurtas, Director, Membership	X
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, Historian, LRP	X	Mitch Miller, Certification	X
John Sweigart, Past-president, Advisor, Awards, Academic Affairs		Sal Verrastro, Punchlist Co.	

The Allentown Chapter CSI Board of Directors met on Wednesday, 20 August 2008 at the Holiday Inn, Fogelsville, PA

President Brad Teeters called the meeting to order at 5:06 p.m.

Board Minutes:

The Board Meeting Minutes for 23 July 2008 were approved as written.

Treasurer's Report:

The Treasurer's Report dated 7/31/2008 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

September 17, 2008: "The History of Flashing and It's Importance in Modern Building"; New Tabletop Display, National Gypsum. Meeting at Holiday Inn .

October 15, 2008: Tour: ATAS Grant Way Facility

November 19, 2008: CAD Documents, The Good, The Not-So, Good, and the Bad (Tentative); Meeting at the 4Points Sheraton

December 3, 2008: Holiday Gala at Clover Hill Winery.

Hospitality: Lee Ann Slattery, Tina Montone

- Tonight's meeting – Low turnout (approx. 21, as of 8/18). Discussion on whether to hold a regular meeting in August vs. offering a social event (i.e. the Iron Pigs Ballgame). Possible social event with one or more other industry groups (such as AIA, ABC, IFMA, DVGBC, etc.). Other ideas include an evening at Lehigh Valley Grand Prix, Rascals, "Mix & Mingle" on the deck at "Penn's Peak", or other restaurant/bar venue offering outdoor dining, etc.
- September 17th meeting at Holiday Inn, menu to be selected.
- October 15th plant tour of ATAS Grant Way (behind Snowdrift Road). "InSpire Wall (transpired solar collector wall system) and ATA-Solar (building integrated photovoltaic factory applied laminate onto standing seam metal roof panels) will be presented and dinner will be provided by ATAS. Wine & beer, with hor d'oeuvres will be offered at the beginning of the evening. Attendees from ABC, IFMA, and DVGBC will also be invited to this event.
- November 19th meeting at Sheraton 4points, menu to be selected.
- December 3rd at Clover Hill Winery (Holiday Gala). Menu to be selected by Tina. Invitations will be sent in the beginning of November.

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Technical: Roxanne Verrastro
No report.

Education: John Canon.
No report.

Certification: Mitch Miller
Four(4) are currently registered to take the certification exam(s) at MARC.

MARC 2008 "Get Bear": Sal Verrastro + Mitch Miller
The next MARC 2008 planning meeting is set for August 28th at ATAS, 6pm.; A discussion was held on the status of room reservations at Bear Creek Resort. Roxanne will follow up to confirm room availability.

Awards: John Sweigart
No report. Roxanne distributed the forms for the Chapter Commendation Award to officers, directors and committee heads. Forms are to be completed and returned to John Sweigart as soon as possible.

Membership: Kathy Kurtas
Kathy reported she has received membership information from the Institute and will evaluate. Josh Grice from D'Huy Engineering will co-chair the committee.

Punchlist: Tina Montone
Tina distributed a draft of the Punchlist prepared for distribution in conjunction with MARC for comment.

Academic Affairs: John Sweigart
No report.

Publicity: Tina Montone, Dave Hausman
Photo shoot to be held on August 28, 5:15pm.

Long Range Planning: Roxanne Verrastro
A meeting will be scheduled after MARC. Will be sending out potential dates sometime in August.

Expo 2008: Brad Teeters
The wrap-up meeting is scheduled for October 23, 6pm at the Verrastro Residence.

Expo 2009: Dave Wrigley
The kick-off meeting will be held October 23, 6pm at the Verrastro Residence immediately following the conclusion of the wrap-up meeting for Expo2008.

Electronic Communications: Brad Teeters

- Brad reported that he is still having problems with PayPal charging an extra \$4. for shipping on some of the meeting reservations.
- Recently renewed www.marc2008.com for another year (\$34.99), and renewed the webhosting for one month (\$11.95). The webhosting is on a month-to-month renewal and is currently set to expire of September 30, 2008.
- Reason #2 for attending MARC was sent out earlier this week. Final reason to be sent on 8/25/08.

Historian: Roxanne Verrastro
As reported previously, 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. are requested.

Directory: Roxanne Verrastro
No report. Next directory is planned for the 2009-10 time frame.

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Unfinished Business

- 5.01 Tina noted that the 50th anniversary of the chapter will occur in five years (2013). She requested a committee report be added to the minutes starting next month so that planning can begin. It was decided that planning will begin after MARC.

New Business

- 8.01 Mitch Miller noted the passing of Gary Betts, past president of CSI in 2004-5.
- 8.02 Mitch Miller described the status of the Regional Governance proposal. Proposal will be voted on at the Region Meeting to be held at MARC.
- 8.03 A discussion was held the proposal for reimbursement of MARC registration costs for the MARC planning committee members.
- 8.04 On a motion by Dave Hausman, second by Roxanne Verrastro and unanimous approval, the Chapter will forego the requirement for submitting a report on the region conference by members seeking reimbursement.
- 8.05 On a motion by Roxanne Verrastro, second by Dave Fenstermacher and unanimous approval, the Treasurer has been authorized to send a donation of \$100.00 to the Pittsburgh Chapter in support of their 50th Anniversary Celebration.

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

Meeting Adjourned at 5:50 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary