

# Allentown Chapter C.S.I.

## 17 January 2007

### Board Meeting Minutes

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

The Allentown Chapter CSI Board of Directors met on Wednesday, 17 January 2007 at the Holiday Inn, Fogelsville, PA.

President John Sweigart called the meeting to order at 5:20 p.m.

#### **Board Minutes:**

The Board Meeting Minutes for 15 November 2006 were motioned for approval by Dave Hausman, and seconded by Mitch Miller. The minutes were approved on a voice vote.

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

The Treasurer's Reports for November 2006 and December 2006 was distributed and reviewed. After discussion the reports were deferred until audit.

A discussion was held on the status of the CD which will provide seed money for MARC and is up for renewal. On a motion by Dave Hausman, second by Roxanne Verrastro, and unanimous approval, Treasurer Nattress was directed to renew the CD (\$6,000.) for nine months.

#### **Committee Reports:**

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

February 21, 2007: "Understanding What's New in the TCNA Handbook"; Tabletop: Visticam/Lutron

March 21, 2007: Greg Bruno, CBIC Contractors Bonding & Insurance; Tabletop: Donia & Assoc.-Superior Prod.; New Product Tabletop Display: Stanley Stephens.

April 18, 2007: EXPO2007

May 16, 2007: Code Review with Matt Walter (Barry Isett & Associates); New Product Tabletop Display: Pella Windows

June 13, 2007: Awards Night

July 18, 2007: Picnic.

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

Holiday Party attendance list and expense summary were distributed. Cost of party came in at \$23.22 under budget. Requested confirmation that June meeting will be held on June 13 due to conflict with National Convention in Baltimore. This was discussed and confirmed.

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

No report.

##### **Education: John Canon.**

Applications for Scholarships will be sent out soon.

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**Certification: Mitch Miller**

Classes for CDT began last Thursday, 1/11. with 10 students and 2 via video conference. Classes for CCPR are forming and will begin Monday, 1/22. Five are registered to date.

**MARC 2008: Sal Verrastro + Mitch Miller**

Schedule January meeting was cancelled. Next meeting will be held very soon, date to be determined. Co-chairs Sal and Mitch are still looking for members to join the committee to help plan this worthwhile event.

**Awards: David Hausman & Roxanne Verrastro**

Roxanne reported that submissions for both the Outstanding Chapter Award and the nomination of Mitch Miller for fellowship were completed and mailed on January 15.

**Membership: Jim Petro**

No report.

**Punchlist: Sal Verrastro.**

Sal reported that the next hardcopy edition of the Punchlist will be sent in March to coordinate with the timing of EXPO.

**Academic Affairs:**

No report

**Publicity: Dave Hausman & Tina Montone**

No report.

**Long Range Planning: Dave Hausman**

A meeting will be scheduled around all of the other meetings that are being scheduled.

**Expo 2007: Brad Teeters**

Next meeting is scheduled for Tuesday, January 23, 7:00am at the Starlight.

Sal reported that there are approximately 24 booths reserved, with about half paid, half verbal.

**Electronic Communications: Chris Blechschmidt**

No report.

**Historian: Roxanne Verrastro**

Roxanne reported she is collecting information and reviewing the information in the filing cabinet. She requests anyone with any material that would be beneficial to add to the filing cabinet be forwarded to her (old punchlists, forms, pamphlets, etc.). She noted that she plans on connecting Gordon in the near future to see if he has anything to add to the filing cabinet. As she completes her review she will begin organizing the information.

**Directory:– Roxanne Verrastro**

Roxanne is continuing to compile the new version of the directory, since the old one is outdated. Looking to print in February. Need sponsors, but need the info by the end of January. Handing out sponsor forms at the meeting tonight. They will also be emailed to the general membership.

**Unfinished Business**

10.01 The 2007 Middle Atlantic Region Conference will be held in Charlotte, N.C. This will be a bi-regional event.

10.02 The 2007 CSI National Convention will be held in Baltimore, Maryland, 2008 in Portland, Oregon, 2009 in Chicago, Illinois.

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**New Business**

1.01 A discussion was held on the Chapter Dues. On a motion by Mitch Miller, second by Secretary Fenstermacher it was decided to raise the dues to \$40.00; \$35.00 for Intermediate members. The motion was unanimously approved by a voice vote.

1.02 A discussion was held on providing sponsorship for SEC'07 (Student Events at Convention). On a motion by Dave Hausman, second by Roxanne Verrastro, the Board decided to contribute at the Journeyman level of \$250.00. The motion was approved by a unanimous voice vote.

1.03 The June meeting (Awards Night) will be held June 13 instead of June 20 due to the conflict with the CSI National Convention.

1.04 A discussion was held on the proposed CSI restructuring. Sal requested permission to alert the membership of the Allentown Chapter to the current issues via email. On a motion by Dave Hausman, second by Tina Montone, and unanimous approval, Sal was given the go-ahead to email the membership.

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

Meeting adjourned at 5:55 p.m.

Respectfully submitted  
David R. Fenstermacher, Secretary