

Allentown Chapter C.S.I.

18 March 2009

Board Meeting Minutes

Members	Attendees	Members	Attendees
Brad Teeters, President Electronic Communications	X	Matthew Baker, Director	X
David Wrigley, President-Elect, Programs	X	Chuck Kelly, Director	
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	X
David Hausman, Sr. Advisor, Publicity Co.	X	John Cannon, Education	
Roxanne Verrastro, Advisor, Technical, Historian, LRP		Josh Grice, Membership Co.	
John Sweigart, Past-president, Advisor, Awards, Academic Affairs	X	Mitch Miller, Certification	X

The Allentown Chapter CSI Board of Directors met on Wednesday, 18 March 2009 at the Holiday Inn, Fogelsville, PA

President Brad Teeters called the meeting to order at 5:09 p.m.

Board Minutes:

Dave Hausman noted that Tina Montone was present at the February Board meeting and moved to amend the minutes to indicate her presence. After a second by John Sweigart, the Board Meeting Minutes for 18 February 2009 were approved as amended.

Treasurer's Report:

The Treasurer's Report dated 2/28/2009 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

April 15, 2009: Product show and Expo. "Sustainable is Attainable"; Days Inn, Allentown.
 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

- June meeting will be held on June 24th, one week later than usual, due to CSI National Convention in Indianapolis on June 17-19.
- LeeAnn reported that the picnic site has been secured and she is working on the details.

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Technical: Roxanne Verraastro

Roxanne previously reported that the CD "ASTM Standards in Building Codes 45th Edition" has been purchased by Mitch Miller, for inclusion in the CSI Library housed at the ABC office. Update 03/09: transfer still pending.

Education: John Cannon

Applications were sent to all participating institutions February 1, with a follow up to department heads. Lehigh and Lafayette agreed to send an email to all students. A follow up was made this week to have them resend the email to students as a reminder. No applicants as of yet.

Certification: Mitch Miller

One more class to go in this cycle. Exam window is in early April.

Awards: John Sweigart

No report.

Membership: Kathy Kurtas, Josh Grice

No report.

Punchlist: Tina Montone

Next issue is being finalized, to be released just prior to EXPO. Tina is still working to obtain technical articles. Information and synopses concerning the three seminars to be held at EXPO, will be published in the Punchlist. Copies will be placed in show packets, as well as at the CSI booth.

Academic Affairs: John Sweigart

Sent packet of information to Northampton Community College.

Publicity: Tina Montone, Dave Hausman

No report.

Long Range Planning: Roxanne Verraastro

A meeting will be scheduled soon.

Expo 2009: Dave Wrigley

Expo plans are coming together. All three seminars have been finalized. Website, "theCSIexpo.com", is updated with current information. Next meeting will be held on Wednesday, April 1, 7am at the Starlight Diner.

Electronic Communications: Brad Teeters

No report.

Historian: Roxanne Verraastro

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 Verraastro

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

50th Anniversary Committee for 2013 celebration, Tina Montone

Looking for volunteers to join her and Dave Hausman on the committee. An email will be sent to all members.

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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 Leeanne Slattery, second by Matt Baker, and unanimous approval, the Board authorized the proposed slate of officers be presented to the general membership.
- 1.05 Region Director Mitch Miller reported on several upcoming national and region events:
Middle Atlantic Region Leadership Orientation Seminar (L.O.S.) April 24&25 in Gettysburg.
CSI National Convention, to be held June 16-19, 2009 in Indianapolis, Indiana.
Middle Atlantic Region Conference, (www.marc09), to be held Oct. 8-11, in Charlottesville, Va.
MARC'10, to be held in historic Annapolis, Md. in October 2010.

New Business

- 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.
- 3.02 The Board extended congratulations to Director LeeAnn Slattery for passing the LEED AP exam.
- 3.03 John Swiegart reported that he has been in contact with Charles Hendricks concerning M.A.R.C.'09. The website is up and running. He also has been informed there will be two "hardhat" tours will be included in the program.

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

Meeting Adjourned at 5:58 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary

POST SCRIPT:

At the Chapter Meeting held following the Board Meeting, the nominations for officers and directors for FY09/10 were presented to the membership. Nominations were then opened to the membership present. Hearing none, a motion was made by John Sweigart to close the nominations.

David R. Fenstermacher, Secretary