

Allentown Chapter C.S.I.

16 May 2007

Board Meeting Minutes

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

The Allentown Chapter CSI Board of Directors met on Wednesday, 16 May 2007 at the Sheraton Jetport, Allentown, PA.

President John Sweigart called the meeting to order at 5:06 p.m.

Board Minutes:

The Board Meeting Minutes for 24 April 2007 were approved as written.

Treasurer's Report:

The Treasurer's Report for April 2007 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

June 13, 2007: Awards Night; A short program on the new NPDES Regulations is tentatively scheduled.

July 18, 2007: Picnic @ Wildlands Conservancy.

Hospitality: Lee Ann Slattery

Menu selections have been made for the June 13th meeting at the Holiday Inn. The Wildlands Conservancy has been booked for the Picnic in July. Checking out caterers now. Invitations will be mailed out by Monday, May 21st.

Technical: Roxanne Verrastro

Roxanne reported she is working on the Library at the ABC office. She reported a copy of "Roberts Rules" has been purchased.

Education: John Canon.

Dave Hausman reported that applicants have been selected by the committee to receive scholarships. Pankti Patel has been selected to receive the Geho Memorial Scholarship and Kevin Meadows has been selected to receive the Nattress Memorial Scholarship. Both will be invited to attend the June Awards meeting.

Certification: Mitch Miller

Mitch reported that the names of the candidates who were successful in taking the certification exams will be posted on the web on June 1.

MARC 2008: Sal Verrastro + Mitch Miller

The next meeting is scheduled for Thursday, May 24th, 2007, 6pm., at the office of the Associated Builders & Contractors in Allentown. Minutes from the previous meeting and an agenda will be forthcoming.

**Allentown Chapter CSI
Board of Directors Meeting
May 16, 2007
Page two**

Awards: David Hausman & Roxanne Verraastro

A certificate will be given out tonight along with a small token of appreciation to our speaker. Roxanne reminded all Board members to fill out their Chapter Commendation Report.

Membership: Jim Petro

The status of the current chapter membership was reviewed. Brad Teeters reported that he has asked the Institute to notify the chapter as soon as new members sign up so that a quicker response can be made welcoming the new member. Mitch Miller reported that the Institute Membership Committee is concerned about declining membership. The committee has developed goals for each chapter which will be issued soon.

Punchlist: Sal Verraastro.

Sal reported that the next hardcopy edition of the Punchlist will be scheduled for July'07.

Academic Affairs:

No report

Publicity: Dave Hausman & Tina Montone

A press release announcing the receipt of the Chapter Commendation Award will be made in July. Anniversary gifts are ordered for 2007 and 2008 recipients. Letters to milestone anniversary recipients will go out next week. 6-5year; 2-10year; 3-15year; 2-20year; 1-25year; 1-50year.

Long Range Planning: Dave Hausman

As previously reported, a meeting will be scheduled now that meeting marathon has reportedly slowed down. Stay tuned.

Expo 2007: Brad Teeters

Brad reported that the follow-up meeting will be held on Thursday, June 7, place to be determined. Sal reported that all exhibitors were sent a list of attendees.

Electronic Communications: Chris Blechschmidt

No report.

Historian: Roxanne Verraastro

Roxanne reported she is continuing to collect information and reviewing the objects in the filing cabinet.

Directory:-- Roxanne Verraastro

Roxanne is continuing to compile the new version of the directory, which will be ready to sent to the printer "soon".

Unfinished Business

- 10.01 The 2007 Middle Atlantic Region Conference will be held September 27-30, 2007 in Charlotte, N.C. This will be a bi-regional event.
- 10.02 The 2007 CSI National Convention will be held in Baltimore, Maryland, 2007.
- 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.

**Allentown Chapter CSI
Board of Directors Meeting
May 16, 2007
Page three**

- 2.02 A discussion was held on the price of dinner versus venue charges. Price may have to be increased in the future to keep up with meeting cost.
- 3.02 CSI Academies will be held February 7 & 8, 2008 in Orlando, Florida.
- 3.04 A discussion was held on the status of the polo shirt sales. Sales have been brisk over the past several years and there are not many remaining. Especially in the more popular sizes. The inventory has been evaluated and an order is being put together.
- 4.01 Sal reported that a “Leader Lounge” will be available to chapter leaders at the convention in Baltimore and will be available when the show is not open. Update: the report was made by Mitch Miller, not Sal. The Secretary apologizes for any adverse effects caused by this error.

New Business

- 5.01 On a motion by Dave Fenstermacher, second by Roxanne Verrastro and unanimous approval, Mitch Miller will be proposed to vie for Institute Director, Professional for the Middle Atlantic Region. The nomination will be made in letter form and will be submitted as soon as possible.
- 5.02 Mitch Miller passed out copies of his presentation on Robert’s Rules of Order that he made at LOS.
- 5.03 A discussion was held concerning Institute Member Emeritus status for Bruno Bianchini. It was suggested that a resolution be drafted for submission to the Institute. Sal and Mitch will handle the submission to the Institute. This year is Bruno’s 50th anniversary of membership in CSI.

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

Meeting adjourned at 5:44 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary