

Allentown Chapter C.S.I.

28 May 2008

Board Meeting Minutes

Members	Attendees	Members	Attendees
John Sweigart, President	X	Matthew Baker, Director	
Brad Teeters, President-Elect, Electronic Communications	X	Kathy Kurtas, Director	X
David Wrigley, Vice-President, Programs	X	LeeAnn Slattery, Director, Hospitality Co.	X
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		John Cannon, Education	
David Hausman, Advisor, Publicity Co. LRP	X	Sal Verrastro, Punchlist	
Roxanne Verrastro, Advisor, Past President, Awards, Technical, Historian	X		

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

President John Sweigart called the meeting to order at 7:10 a.m.

Board Minutes:

The Board Meeting Minutes for 28 April 2008 were approved as written.

Treasurer's Report:

The Treasurer's Report dated 4/30/2008 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

June 18, 2008: Member Appreciation Night & Awards Banquet; Holiday Inn, Fogelsville; Presentation by Ryan Kern, PE, from Barry Isett's office, "The ABC's of HOP's". Tabletop: Creative Metal Contractors;

July 16, 2008: Summer Picnic @ Dutch Springs

August 20, 2008: "Electronically Tintable Glazing-Now you see it, now you don't-New innovations in glazing technology by Sageglass; New Product Tabletop: W.R.Meadows-Judy Thompson;

September 17, 2008: CAD Documents, The Good, The Not-So, Good, and the Bad (Tentative);

October 15, 2008: Tour: IFMA (Tentative)

Hospitality: Lee Ann Slattery

- Next meeting is at the Holiday Inn in Fogelsville; After discussion it was decided that the meal will be presented as a buffet.
- Day's Inn ballroom tentatively booked for next year's EXPO. No deposit made yet.
- 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. Tina noted that she is having trouble getting a response to her requests to establish a line of communication with Clover Hill.
- Dutch Springs is booked for the picnic on Wednesday, July 16th. Thanks to Tina for all her help with these two events.

Technical: Roxanne Verrastro

No report.

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Education: John Canon.

There were two applicants for scholarships this year. The Education Committee has determined that both applicants qualify and have made the following awards:

Ronald Nattress Memorial Scholarship: Virginia Nyikadzino
Frank Geho Memorial Scholarship: Joshua D. Pudleiner

Certification: Mitch Miller

No report.

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

The next MARC 2008 planning meeting is set for June 12th at Bear Creek Resort in Macungie. Mark Nattress presented updated budget for information.

Awards: Roxanne Verrastro

No report.

Membership: Jim Petro

No report.

Punchlist: Sal Verrastro.

No report.

Academic Affairs:

No report.

Publicity: Tina Montone

- Press releases being prepared for (1) Mitch Miller position at the Institute Level; (2) Chapter Commendation Award; (3) Results of EXPO; (4) New President/Board Members; (5) New title for the June meeting; (6) Scholarship recipients
- Tina presented a draft of the invitation for the June meeting. All felt it was very appropriate.
- Dave Hausman reported that a joint outing with ABC will be held at the Iron Pigs game on August 27. There will be 30 from CSI and 30 from ABC attending on a first-come-first serve basis. A contract has been signed and the cost is being evaluated. Tina is working with Luis Rivera to design an invitation.

Long Range Planning: Dave Hausman

A meeting will be scheduled in the near future. Dave noted that he will be sending dates out for selection.

Expo 2008: Brad Teeters

Brad reported that EXPO'08 was a big success. Input of attendees business cards in progress. Days Inn is holding 04/15/09 open. Final reports and invoices are being generated and a wrap-

Electronic Communications: Brad Teeters

- A new postcard service was tried this month. The usual costs are about \$0.55 per postcard, but would now be \$0.56 due to mailing rate increase. The new service prints, labels, and applies postage to the postcards for \$0.51 per postcard and has a 24-hour turnaround.
- Paypal monthly transfer limit of \$500.00 has been lifted.
- AIA Eastern PA is now sending out announcements of the CSI meeting to all of its members.
- Ownership of our domain, www.csiallentown.org, has been transferred to Brad Teeters/Modernfold. The site is still hosted with Member Pipeline, but we now have the option of hosting the site ourselves, and collecting any/all advertising fees. The only drawback, is the chapter now has to pay \$19 a year for domain name registration.

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- MARC 2008 – The top 10 reasons email has been sent. We are down to reason #4. Reason #3 is seminar related, so I will need info on that within the next 2 weeks (Tine/Dave W). To simplify online PayPal registration for MARC, we are going to use a service that has easily customizable forms for a \$20 a month charge (www.formsite.com)

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. are requested.

Nominating Committee: Mitch Miller

The following slate has been presented to the membership via email and, having received no additional nominations, have been elected to the designated offices:

- President-elect: David Wrigley (two-year term)
- Vice President: Christina Montone (one-year term)
- Directors: LeeAnn Slattery
Matt Baker
Chuck Kelly (all two-year terms)

Terms of office for FY08-09 will begin July 1, 2008.

Directory: Roxanne Verrastro

After discussion it was tentatively decided to publish the chapter directory every two-years as opposed to every year.

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.
- 4.05 Construct 2009 will be held June 15-19, 2009 at Indianapolis, Indiana.

New 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.

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

Meeting Adjourned at 8:03 a.m.

Respectfully submitted
David R. Fenstermacher, Secretary