

Allentown Chapter C.S.I.

15 November 2006

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	X
Mark Nattress, Treasurer	X	Steve Moyer, Director	X
Mitch Miller, Sr. Advisor, Certification		James Petro, Membership	X
David Hausman, Advisor, Publicity Co, LRP	X	John Cannon, Education	
Chrix Blechschmidt, Electronic Comm.		Sal Verrastro, Punchlist	
Roxanne Verrastro, Past President, Awards Technical, Historian	X		

The Allentown Chapter CSI Board of Directors met on Wednesday, 15 November 2006 at the Sheraton, Allentown, PA.

President John Sweigart called the meeting to order at 5:17p.m.

Board Minutes:

The Board Meeting Minutes for 25 October 2006 were motioned for approval by Dave Hausman, and seconded by Roxanne Verrastro. The minutes were approved on a voice vote.

Treasurer's Report:

The Treasurer's Report for September 2006 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

A discussion was held on future programs

December 13 – Holiday Gala at Bear Creek

January 17, 2007 – Photocatalytic Self-Cleaning Concrete Technology. This will be a joint meeting with the AIA to be held at the Holiday Inn Fogelsville. Tabletops: Marvin Windows and Armstrong (tentative).

Hospitality: Lee Ann Slattery

Holiday dinner invitations have been mailed out today, along with sponsorship forms. Roger Latzgo, a professional musician, will be providing guitar music and vocals throughout the evening. Cocktail hour will be from 6-7 pm, with dinner served at 7. Dinner selections are Prime Rib or Filet of Sole stuffed with crabmeat. Event will wrap-up by 9 pm. RSVP is to LeeAnn by Monday, 12/4.

Technical: Roxanne Verrastro

Roxanne noted she spoke with Mike Gibson concerning the library and the new office of ABC.

Education: John Canon.

No report

Certification: Mitch Miller

Chapter is confirmed as a test site. The date is March 31, 2007. Study sessions will be provided through Sal and Mitch. Registration opens on 11.01.06; early bird registration ends 12.01.06; final date for registration is 01.31.07. Classes for CDT and CCPR will begin after the first of the year.

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MARC 2008: Sal Verrastro + Mitch Miller

The next meeting” will be held January 15, 2007, 6pm, location to be determined. Evaluation of the suggestions for a theme is in progress. A decision on the theme will be determined shortly. 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

Continuing to compile the forms for the Outstanding Chapter Accommodation Award for submission to the national. Forms for the Outstanding Chapter Award are due ASAP. Roxanne reported that submissions for both the Outstanding Chapter Award and the nomination of Mitch Miller for fellowship will be mailed on January 15.

Membership: Jim Petro

Current chapter statistics from CSI national were reviewed, along with the list of non-renewed members. Efforts will be made to contact all non-renewed. Jim stated he is checking on Institute Emeritus status for Bruno Bianchini.

Punchlist: Sal Verrastro.

No report. Next edition of the Punchlist scheduled for December.

Academic Affairs:

No report

Publicity: Dave Hausman & Tina Montone

Christmas cards should be in no later than Friday, Nov. 24. After discussion it was determined that a card signing event will be held at 6pm on Wednesday, November 29 at ATAS International.

Long Range Planning: Dave Hausman

A meeting will be scheduled after the first of the year.

Expo 2007: Brad Teeters

A meeting was held on October 8 at 7am. Things are moving ahead smoothly. Roxanne has a preliminary ticket design, Sal has the exhibitor sheets almost ready, and two of the three seminar are set. Next meeting will be held Wednesday, Dec. 6th, 7:00 am at the Starlight Diner. The theme for 2007 is “It’s Not Easy Being Green”, with a focus on Green/LEED products as well as new products.

Electronic Communications: Brad Teeters, Chris Blechschmidt

No report. Brad reported that he has made contact with Chris Blechschmidt and will be coordinating the necessary information in the near future. The website has been updated.

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 January.

Unfinished Business

8.01 Mitch Miller reported that the Chapter books are under audit with the report to be presented next month. Update: The review is complete, finding nothing to be reported. Books were returned to the Treasurer.

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9.01 After discussion, it was decided that a team photo of the entire Allentown Chapter Board of Directors will be taken for inclusion on this year's Christmas card. Tina Montone will coordinate. Time, date, and place to be announced. Update: Photo was taken on October 7. Update: Refer to Publicity Committee report above and New Business 11.01.

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.

New Business

11.01 Christmas cards will be signed on Wednesday, December 29, beginning at 6pm at ATAS International.

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

Meeting adjourned at 5:52 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary