

Allentown Chapter C.S.I.

15 October 2008

Board Meeting Minutes

Members	Attendees	Members	Attendees
Brad Teeters, President Electronic Communications	X	Matthew Baker, Director	
David Wrigley, President-Elect, Programs	X	Chuck Kelly, Director	X
Tina Montone, Vice-President, Publicity Co., Punchlist	X	Kathy Kurtas, Director, Membership Co.	X
David Fenstermacher, Secretary	X	James Petro, Director	X
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.	X
John Sweigart, Past-president, Advisor, Awards, Academic Affairs		Mitch Miller, Certification	X
		Sal Verrastro	X

The Allentown Chapter CSI Board of Directors met on Wednesday, 15 October 2008 at ATAS International, Fogelsville, PA

President Brad Teeters called the meeting to order at 5:08 p.m.

Board Minutes:

The Board Meeting Minutes for 17 September 2008 were approved as written.

Treasurer's Report:

The Treasurer's Report dated 9/30/2008 was distributed and reviewed. After discussion the report was deferred until audit.

Committee Reports:

Program: David Wrigley

November 19, 2008: "Keynotes-Trials and tribulations from the Trenches of linking Drawings to Specs", by Scott Sider, CSI,CCS,CCCA.; Meeting at the 4Points Sheraton
New Product Tabletop Display: Certaineed

December 3, 2008: Holiday Gala at Clover Hill Winery.

January 31, 2009: BIM presentation; Meeting at Holiday Inn Fogelsville.

February 18, 2009: "CAD Documents, The Good, The Not-so-good, and the Bad (tentative)". Meeting at Holiday Inn Fogelsville.

March 18, 2009: "Understanding the UL Fire Directory" by Scott Hughs of National Gypsum. Meeting at Holiday Inn, Fogelsville

Hospitality: Lee Ann Slattery, Tina Montone

- November 19th meeting at Sheraton 4points, menu to be selected.
- December 3rd at Clover Hill Winery (Holiday Gala). Menu to be selected by Tina. Invitations will be sent in the beginning of November.

Technical: Roxanne Verrastro

No report.

Education: John Canon.

No report.

**Allentown Chapter CSI
Board of Directors Meeting
October 15, 2008
Page two**

Certification: Mitch Miller

The CDT class schedule has been set. The classes will begin on Thursday January 15, 2009, and every other Thursday night for six sessions, and be located at USA Architects office in Easton, PA. The early bird registrations are due by January 30th. All certification testing will be computerized at a Prometrics site. CCPR classes will be conducted by Sal. Anyone interested in taking any of the classes should contact Mitch.

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

Follow-up meeting to be held November 13th at Bear Creek. Final report in progress. A discussion was held on putting money away on a yearly basis to serve as seed money the next time MARC comes around. Amount will be determined after final report is completed.

Awards: John Sweigart

No report.

Membership: Kathy Kurtas, Josh Grice

We have two new members, William Coyaso of Heyco Metals in Reading and Jim Young of Masonry Design Center, Allentown (bringing our membership to 140). Bill had a tabletop at the September meeting. Jim has lived in the area before and is returning. I will set up time to do the Member Orientation slide presentation at this meeting or the next meeting with them. Membership information was sent to Jeffery Beckers of ECS Construction Management, who had stopped by our Registration Desk at Bear Creek during MARC. He was also invited to attend tonight's meeting.

CSI has developed a chapter and region discount offer program, permitting CSI chapters and regions to offer discounts of as much as 50% off CSI membership to select potential new members under certain circumstances. The circumstance most eligible for our chapter, would be making a special offer to non-members at a education event. The discount offer will be made on a case by case basis.

Punchlist: Tina Montone

Chapter version to be sent out via email.

Academic Affairs: John Sweigart

No report.

Publicity: Tina Montone, Dave Hausman

Christmas Card Status: Photo to be chosen and cards to be ordered by Oct. 22. Cards will be passed around to be signed once they are received.

Long Range Planning: Roxanne Verrastro

A meeting will be scheduled after MARC.

Expo 2008: Brad Teeters

The wrap-up meeting is scheduled for October 23, 6pm at the Verrastro Residence.

Expo 2009: Dave Wrigley

The kick-off meeting will be held October 23, 6pm at the Verrastro Residence immediately following the conclusion of the wrap-up meeting for Expo2008.

Electronic Communications: Brad Teeters

No report.

**Allentown Chapter CSI
Board of Directors Meeting
October 15, 2008
Page three**

Historian: Roxanne Verrastro

As reported previously, 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.

Directory: Roxanne Verrastro

No report. Next directory is planned for the 2009-10 time frame.

50th Anniversary Committee for 2013 celebration.

Planning to begin shortly.

Unfinished Business

8.02 Mitch Miller described the status of the Regional Governance proposal. Proposal will be voted on at the Region Meeting to be held at MARC. Update: Regional Governance proposal was passed at the Region Meeting at MARC.

New Business

10.01 Sal Verrastro was presented with his 25th Anniversary gift.

10.02 Mitch reported that the Institute is looking into including Region dues on the dues form, altering the way the region and individual chapters receive the funding from dues paid by individual members. A discussion on the chapter dues will be held at the November Board meeting.

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

Meeting Adjourned at 5:55 p.m.

Respectfully submitted
David R. Fenstermacher, Secretary