

# Allentown Chapter C.S.I.

## 17 September 2008

### 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	X
Tina Montone, Vice-President, Publicity, Punchlist Co.	X	Kathy Kurtas, Director, Membership Co.	X
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.	X
John Sweigart, Past-president, Advisor, Awards, Academic Affairs		Mitch Miller, Certification	X
		Sal Verrastro, Punchlist Co.	

The Allentown Chapter CSI Board of Directors met on Wednesday, 17 September 2008 at the Holiday Inn, Fogelsville, PA

President Brad Teeters called the meeting to order at 5:10 p.m.

#### **Board Minutes:**

The Board Meeting Minutes for 20 August 2008 were approved as written.

#### **Treasurer's Report:**

The Treasurer's Report dated 8/31/2008 was distributed and reviewed. After discussion the report was deferred until audit.

#### **Committee Reports:**

##### **Program: David Wrigley**

October 15, 2008: Tour: ATAS Grant Way Facility

November 19, 2008: To be Determined

Meeting at the 4Points Sheraton

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

##### **Hospitality: Lee Ann Slattery, Tina Montone**

- October 15<sup>th</sup> plant tour of ATAS Grant Way (behind Snowdrift Road). "InSpire Wall (transpired solar collector wall system) and ATA-Solar (building integrated photovoltaic factory applied laminate onto standing seam metal roof panels) will be presented and dinner will be provided by ATAS. Wine & beer, with hor d'oeuvres will be offered at the beginning of the evening. Attendees from ABC, IFMA, and DVGBC will also be invited to this event.
- November 19<sup>th</sup> meeting at Sheraton 4points, menu to be selected.
- December 3<sup>rd</sup> 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.**

Dave Hausman reported that the recipient of the Ronald Nattress Memorial Scholarship, Virginia Nyikadzino from Lehigh University and Zimbabwe will be attending tonight's meeting.

**Allentown Chapter CSI  
Board of Directors Meeting  
September 17, 2008  
Page two**

**Certification: Mitch Miller**

Six(6) are currently registered to take the certification exam(s) at MARC, September 25.

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

The final MARC 2008 planning meeting is set for September 18<sup>th</sup> at Bear Creek, 6pm.; MARC'08 will be held next week, September 25 thru 27<sup>th</sup>.

**Awards: John Sweigart**

No report.

**Membership: Kathy Kurtas**

Kathy reported the Mary Frances Carfagno, a designer at Firms by Frann, Ltd. Of Whitehall, PA is a new member. She also reported on several potential new members.

**Punchlist: Tina Montone**

Tina reported that the Punchlist will be sent to print by the end of the week.

**Academic Affairs: John Sweigart**

No report.

**Publicity: Tina Montone, Dave Hausman**

Photo shoot will be held on September 18<sup>th</sup> at Bear Creek Resort. Previous shoots were cancelled primarily due to inclement weather.

**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.

**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.

**Allentown Chapter CSI  
Board of Directors Meeting  
September 17, 2008  
Page three**

**Unfinished Business**

- 5.01 Tina noted that the 50<sup>th</sup> 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. It was decided that planning will begin after MARC.
- 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.
- 8.03 A discussion was held the proposal for reimbursement of MARC registration costs for the MARC planning committee members. Update 09.17.08: After discussion the following motion was made by Dave Fenstermacher, second by Matt Baker: that "Treasurer Mark Nattress be authorized to transfer the amount of money necessary to cover full conference registration for the 13 MARC committee members, not covered by sponsorship or other means of registration, from the appropriate chapter treasury account to the MARC08 account". The motion passed with unanimous approval.

**New Business**

- 9.01 Mitch Miller reported that in his capacity as Region Director he attended the 50<sup>th</sup> Anniversary celebration of the Pittsburgh Chapter.

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

Meeting Adjourned at 5:42 p.m.

Respectfully submitted  
David R. Fenstermacher, Secretary