

# Allentown Chapter C.S.I.

## 20 September 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	James Petro, Membership	X
Roxanne Verrastro, Past President, Awards	X	John Cannon, Education	X
Mitch Miller; Sr. Advisor, Certification	X	Sal Verrastro, Punchlist	X
David Hausman, Advisor, Publicity Co, LRP	X	Roxanne Verrastro, Technical	X
Chris Blechschmidt, Electronic Comm.		_____, Academic Affairs	
		Roxanne Verrastro, Historian	X

The Allentown Chapter CSI Board of Directors met on Wednesday, 20 September 2006 at the Holiday Inn, Fogelsville, PA.

President John Sweigart called the meeting to order at 5:10 pm.

#### **Board Minutes:**

The Board Meeting Minutes for 16 August 2006 were motioned for approval by David Hausman, and seconded by Mitch Miller. The minutes were approved on a voice vote.

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

The Treasurer's Report for August 2006 was distributed and reviewed. The report as presented was motioned for approval by Dave Hausman, and seconded by Roxanne Verrastro. After discussion the Treasurer's Report was approved on a voice vote. Treasurer Nattress reported that the accountant has the books.

#### **Committee Reports:**

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

Dave's written report was presented and highlighted the following topics:

September 20 – Transpired Solar Collector, by Sean Grenn

October 18 – Tour of Modern Precast Concrete new plant

Reservations will go directly to Modern Precast.

November 15 – Combating Corrosion: An overview of Cathodic Protection by MATCOR, Inc.

December 13 – Holiday Gala

January 17, 2007 – Tentative: Photocatalytic Self-Cleaning Concrete Technology..

##### **Hospitality: Lee Ann Slattery**

Bear Creek has the deposit for the Holiday Gala. Efforts will now be focused on obtaining sponsorships.

##### **Technical: Roxanne Verrastro**

No report.

##### **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” is scheduled for Tuesday, September 26, 2006 at Modernfold in Topton. 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**

A Certificate will be given out tonight along with a small token of appreciation to our speaker. 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. A thank-you note was received from Dennis Herman for the plaque that was sent to him.

**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.

**Punchlist: Sal Verrastro.**

Sal reported that it is the intent of the editor that the Punchlist will be sent out on a quarterly basis. After discussion it was decided to send out the Punchlist in September, December, March, and June. The cost of printing in color versus black-and-white was discussed.

**Academic Affairs:**

No report

**Publicity: Dave Hausman & Tina Montone**

Press release on the Chapter Commendation Award from National CSI was mailed on August 17. Letters to Anniversary gift recipients to be signed by the President and dispersed for delivery. Ideas for this year’s Christmas card were discussed. A discussion was held regarding more aggressive marketing for monthly meetings, including marketing assistance and suggestions for the speaker/company presenting the program for the month.

**Long Range Planning: Dave Hausman**

A meeting will be scheduled in the near future.

**Expo 2007: Brad Teeters**

The “kickoff” meeting was held on September 13. 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.**

Brad reported that he has made contact with Chris Blechschmidt and will be coordinating the necessary information in the near future.

**Historian: Roxanne Verrastro**

No report.

**Unfinished Business**

7.02 The Regional Conference will be held Sept. 28 thru Oct. 1 in Washington D.C. Attending from the Allentown Chapter will be Mitch Miller, John Sweigart, and Brad Teeters.

8.01 Mitch Miller reported that the Chapter books are under audit with the report to be presented next month.

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**New Business**

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.

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

Meeting adjourned at 6:00 pm

Respectfully submitted  
David R. Fenstermacher, Secretary