

Allentown Chapter C.S.I.

23 February 2005

Board Meeting Minutes

Members	Attendees	Members	Attendees
Roxanne Verrastro, President	X	_____, Academic Affairs	
Matthew Baker, Vice-President, <i>Advisor</i>		Lee Ann Slatery, <i>Director</i>	X
Steven Moyer, CDT, Secretary	X	(Tina Montone), Membership, <i>Director</i>	
Mark Nattress, CDT, Treasurer	X	E. Gordon Gradwell, Historian	
John Sweigart, CCCA, President-Elect	X	(Brad Teeters), Punchlist Editor	X
Tina Eichlin, Hospitality, Director		Brad Teeters, Electronics Communications	X
John Cannon, Education		Mitch Miller; <i>Advisor</i>	X
David Wrigley, CDT, Programs, <i>Director</i>	X	Dave Fenstermacher, <i>Director</i>	
_____, Technical		Dave Hausman, Past President	X
Tina Montone, Publicity		Sal Verrastro, Institute Director, Certification	

The Allentown Chapter CSI Board members met on Wednesday 23 February 2005 at the Starlight Diner, Fogelsville, PA.
 President Roxanne Verrastro called the meeting to order at 7:10 am.

Board Minutes:

The Board Meeting Minutes for 19 January 2005 were approved on a motion by Mitch Miller, seconded by Dave Hausman and unanimous approval.

Treasurer’s Report:

The Account Balance Report dated 31 January 2005 was approved on a motion by Dave Hausman, and seconded by Mitch Miller. Motion carried.

Committee Reports:

Program: David Wrigley

March – topic “Fire Codes and Fire Glazing”, we will also celebrate “Member Appreciation Month with an open bar sponsored by the chapter, computer generated presentation during the cocktail hour, and upgrade of dinner meal;

April – CSI Expo;

May- will be a tour at Dal-Tile lead by Susan Metka. The evening dinner will be in the showroom.

June—working with Tim Reppert of R.L. Reppert on EFIS Update. Actual speaker is still to be arranged.

Hospitality: Tina Echlin

No report

Technical:

No report

Roxanne is looking for a copy of the items in our library. If anyone has a list please forward. John Sweigart will forward.

Education: John Canon.

Scholarship forms have been forwarded to colleges and universities.

Certification: Sal Verrastro

3 of the 5 sessions have been completed in preparation for the 2 April testing. Dave Wrigley has passed his CDT Certification—congratulations Dave.

Planning: Mitch Miller

No report

Awards: David Hausman

Received an update from the region on the nomination we have made. The Region will be announcing the Allentown Chapter for a Chapter Commendation Award. The other two nominations were not selected.

Membership: Tina Montone.

No report.

Punchlist: Brad Teeters.

No report

Academic Affairs:

No report

Publicity:

Press releases went out about our February meeting by Tina Montone

Long Range Planning: John Sweigart

The next meeting is scheduled for 26 April. Location TBA

Expo 2004: John Sweigart

60% of booths have been reserved. The seminars are in place. The next meetings are 9 March 7AM Starlight Dinner and 30 March in the evening.

Electronic Communications: Brad Teeters.

Do updates to make it easier to maneuver with use of buttons. Be sure to let Brad know of any updates need for your committee.

Institute Director: Sal Verrastro

Institute dues going to \$210.00

Old Business

8.03 Brad Teeters found a website with a survey that is available to be send out to members and be tabulated. Roxanne will gather questions. Forward any suggestions to Roxanne Verrastro. She will bring to a future meeting for review.

11.2 The SPCA is looking for help on their roof, not a freebie, but good numbers. President Verrastro and spouse will be meeting with the SPCA soon to brainstorm a possible "joint venture".

12.1 The Pittsburgh Chapter is looking for potential sponsors for the Region Conference, which will be held in October at Seven Springs Resort. This is a joint conference wit the Great Lakes Region.

1.01 March is Membership Awareness Month. A membership slideshow will be run a on a loop during the cocktail portion of the March meeting. The SAME WILL ALSO BE RUN DURING expo. Modernfold will provide the hardware, Mitch Miller will provide the software. On a motion by Mitch Miller, seconded by Dave Hausman, the Board unanimously approved the Chapter to host the cocktail hour during the March meeting.

1.02 A discussion was held on establishing a policy for canceling meetings due to inclement weather and member notification of such. The hospitality committee will be asked to check with the meeting venue on their policy and discussion will continue next month. February Update: Cancellation info will be known by the hotel/restaurant. Members should contact the hotel/restaurant if unsure if meeting canceled.

1.03 The Institute is interested in tracking how CSI members are involved in the reconstruction of areas in Asia devastated by the recent Tsunami, in an effort to link construction expertise with the reconstruction efforts.

1.04 Mitch Miller noted that Masterformat training would be available during the CSI convention in Chicago in April.

New Business

- 2.01** The Automatic Reservation list for monthly meetings was passed around for updates. Add Mark N., Dave W., Brad T., LeeAnn S., and John S.
- 2.02** Nominating Committee of Dave Hausman, Roxanne Verrastro, and John Sweigart was formed. The terms of the Treasure and Secretary expire this year. The committee will report back in March.
- 2.03** The new CSI polo shirts have arrived. The cost is \$26.00.
- 2.04** The Allentown Chapter CSI Membership Directory was mailed. Tina Montone will place directory in the new member packets. Discussion followed about an update page on a quarterly bases.

Motion to adjourn the meeting was made by John Sweigart.

Meeting adjourned at 7:30 am

Respectfully submitted
Steven Moyer, Secretary