

Allentown Chapter C.S.I.

16 March 2005

Board Meeting Minutes

Members	Attendees	Members	Attendees
Roxanne Verrastro, President	X	_____, Academic Affairs	
Matthew Baker, Vice-President, <i>Advisor</i>	X	Lee Ann Slatery, <i>Director</i>	
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	
Tina Eichlin, Hospitality, Director		Brad Teeters, Electronics Communications	
John Cannon, Education		Mitch Miller; <i>Advisor</i>	
David Wrigley, CDT, Programs, <i>Director</i>		Dave Fenstermacher, <i>Director</i>	X
_____, Technical		Dave Hausman, Past President	X
Tina Montone, Publicity	X	Sal Verrastro, Institute Director, Certification	

The Allentown Chapter CSI Board members met on Wednesday 16 March 2005 at the Holiday Inn, Fogelsville, PA. President Roxanne Verrastro called the meeting to order at 5:10 am and welcomed Charlie Beauduy, Mid-Atlantic Region Director

Board Minutes:

The Board Meeting Minutes for 23 February 2005 were approved with correction to Awards Report changing Region announced to Institute announced on a motion by David Hausman, seconded by John Sweigart and unanimous approval.

Treasurer's Report:

The Account Balance Report dated 28 February 2005 was approved on a motion by Dave Hausman, and seconded by David Fenstermacher. 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—to be determined

July – to be determined

Hospitality: Tina Echlin

No report

Technical:

No report

Roxanne received a copy of library listing from 1998.

Education: John Canon.

Scholarship forms have also be post on website.

Certification: Sal Verrastro

Two study sessions remain for the CSI CDT exam. Eight candidates are in the class. The Exam date is Saturday 2 April 2005 at USA Architects Office in Easton, PA

Planning: Mitch Miller

No report

Awards: David Hausman

Shared clocks and paperweights to be used as speaker gift. Working on chapter guidelines for Chapter Commendation to assist in improving for next year. Looking for suggestion for Region Awards

Membership: Tina Montone

Welcome packet will include a certificate for first free meal and announcing membership pin to be handed out at that time. Retention packets are ready to go. Waiting for a list from Mitch Miller.

Punchlist: Brad Teeters.

The quarterly newsletter will be ready to go to the printer by April 1st. We would like to include an addendum to the Membership directory in this mailing.

Academic Affairs:

No report

Publicity:

Follow-up article to media on joint meeting with AIA and upcoming Expo

Long Range Planning: John Sweigart

The next meeting is scheduled for 26 April. Location TBA

Expo 2005: John Sweigart

9 March meeting held, many details worked out. To date 68 exhibitors out of 79 spaces. Next meeting 31 March at Verrastro residence. Fountain Hill YMCA-winner of the playhouse contest.

Electronic Communications: Brad Teeters.

Website updates are slow again. The main web designer just quit. Looking into using Paypal for meeting reservations and polo shirt orders.

Institute Director: Sal Verrastro

Next year convention will be end of March. This means moving up Institute Award deadlines.

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 with the Great Lakes Region.

1.02 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.

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. Update Nominating Committee report—Brad Teeters 1 year term as Vice President, Steve Moyer 1 year term as Secretary, Mark Nattress, 1-year term as Treasurer, David Fenstermacher and David Wrigley 2 year term as Director. The report will be made at tonight's meeting. Nominations will be taken from the floor.

New Business

3.01 AIA is holding their Semi-Annual Golf Tournament on 17 June 2005 at Homestead Gold Club. They are looking

for us to co-sponsor, they will do all the set-up. The profits from the event will go to charity (Habitant for Humanity, Wildland Conservancy, Allentown Art Museum). Agreed to co-sponsor.

Motion to adjourn the meeting was made by David Hausman.
Meeting adjourned at 6:01 pm

Respectfully submitted
Steven Moyer, Secretary