

Allentown Chapter C.S.I.

19 January 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		(Tina Montone), Membership, <i>Director</i>	X
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>		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 Tuesday 19 January 2005 at the Holiday Inn, Fogelsville, PA. President Roxanne Verrastro called the meeting to order at 5:02 pm.

Board Minutes:

The Board Meeting Minutes for 14 December 2004 were approved on a motion by Mitch Miller, seconded by John Sweigart and unanimous approval.

Treasurer’s Report: Mark Nattress

The Account Balance Report dated 31 December 2004 was approved on a motion by Dave Fenstermacher, and seconded by Mitch Miller. Motion carried.

Committee Reports:

Program: David Wrigley

February – Tour of the New Muhlenberg Life-Sports Center Facility with A.I.A. Dinner will be at Mangoes;
 March – topic “Fire Codes and Fire Glazing”; Table-top display :Smokeguard by Modernfold; April – CSI Expo;
 May: Tour of Dal Tile’s new showroom;

Hospitality: Tina Eichlin

No report

Technical:

No report

Education: John Canon.

Certificates are being printed which will be distributed to members attending chapter meeting for verification of attendance. These can be kept on file for verifying continuing education credits.

Certification: Sal Verrastro

Sessions for the CSI CDT Exam have begun. Six candidates have registered Next session is tomorrow, January 20. There are five(5) sessions scheduled with Sal Verrastro teaching two, David Wrigley one, and Mitch Miller two. Many thanks to Mitch and Dave for their assistance. Five of six fees have been collected. The exam date is April 2, 2005 at the office of USA Architects in Easton.

Planning: Mitch Miller

No report.

Awards: David Hausman

David reported that confirmations from the Institute that the three(3) nominations for awards submitted by the Allentown Chapter were received. The acrylic paperweights with the CSI logo which will be distributed as speaker gifts have arrived, with the first to be presented this evening. The committee is continuing to compile "to do" lists for next years Chapter Commendation Award..David re-iterated his challenge for the Board to think of possible candidates for 2005 Region Awards.

Membership: Tina Montone.

Anniversary letters have been sent out for the first quarter; Retention packets will be going out on 21 January '05.

Punchlist: Brad Teeters.

A discussion was held on the possibility of publishing the Punchlist on a quarterly basis and possibly returning to a printed version. Further discussion will be held at the next meeting.

Academic Affairs:.

No report

Publicity:

Tina reported she I in the process of contacting Eloise DeHaan of the Morning Call to establish a relationship and get more information published on CSI; EXPO announcements created to be placed on tables for 01/19/05 dinner meeting.

Long Range Planning: John Sweigart

No report

Expo 2004: John Sweigart

John reported a planning meeting was held on 12 January. The theme this year is "Come See What All The Noise Is About". While many issues are being handled, there is still room for more participants to help in organizing and planning. The next meeting is scheduled for Wednesday, Feb. 9,2005, 7:00am at the Starlight Diner.

Electronic Communications: Brad Teeters.

All electronic chapter information needs to be updated.

Institute Director: Sal Verrastro

No report.

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.

12.2 The Middle Atlantic Region Student Meet Oh-Five will be held Saturday. February 19, 2005 in Arlington, Virginia.

New Business

1.01 March is Membership Awareness month, A membership slideshow will be run 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, second 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 the discussion will continue next month.

1.03 The Institute is interested in tracking how CSI members are involved in the reconstruction of areas of 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 will be available during the CSI convention in Chicago in April.

1.05 The next board meeting will be held Wednesday 23 February, 7:00 am., at the Starlight Diner, Fogelsville.

Motion to adjourn the meeting was made by Dave Hausman
Meeting adjourned at 5:59 pm

Respectfully submitted

David R. Fenstermacher, Acting Secretary for Steve Moyer, Secretary