

Allentown Chapter C.S.I. May 19, 2004 Workshop

Members	Attendees	Members	Attendees
Dave Hausman, President	<input checked="" type="checkbox"/>	_____, Academic Affairs	<input type="checkbox"/>
Mitch Miller, Vice-President, <i>Advisor</i>	<input type="checkbox"/>	Dennis Herman, <i>Director</i>	<input type="checkbox"/>
John Sweigart, CDT, Secretary	<input type="checkbox"/>	Steve Moyer, Membership, <i>Director</i>	<input type="checkbox"/>
Mark Nattress, CDT, Treasurer	<input checked="" type="checkbox"/>	E. Gordon Gradwell, Historian	<input type="checkbox"/>
Roxanne Verrastro, CCCA, President-Elect	<input checked="" type="checkbox"/>	Micah Hessinger, CDT, Punchlist Editor, <i>Director</i>	<input type="checkbox"/>
Tina Eichlin, Hospitality	<input type="checkbox"/>	Brad Teeters, Electronics Communications	<input checked="" type="checkbox"/>
Bruno Bianchini, Education	<input type="checkbox"/>	Matthew Baker, <i>Advisor</i>	<input checked="" type="checkbox"/>
Jeff Surovi, CDT, Programs, <i>Director</i>	<input type="checkbox"/>	Dave Fenstermacher, <i>Director</i>	<input checked="" type="checkbox"/>
Chuck Bleakley, Technical	<input type="checkbox"/>		<input type="checkbox"/>
Tina Montone, Publicity	<input type="checkbox"/>	Sal Verrastro, Institute Director	<input type="checkbox"/>

The Allentown Chapter CSI Board members met on Wednesday May 19, 2004 at the Holiday Inn in Fogelsville. President Dave Hausman called the workshop to order at 5:15 PM. There were not enough members present to have a quorum.

Board Minutes:

No motions were made.

Treasurer's Report: Mark Nattress

No motions were made.

Committee Reports:

Program: No new report

June 2004: "Detailing Concrete Masonry to Resist Moisture Penetration". Robert Klee of Clayton Block will give this presentation. Mitch Miller recommended that Tina Eichlin look into upgrading the dinner. Our Awards program which will include chapter awards, EXPO awards and special honors will be presented prior to the presentation.

July 2004: Annual Picnic will be held at Emmaus Community Park, in Emmaus, PA on July 21, 2004. The picnic will start at 3:00 P.M.

Hospitality: Tina Eichlin submitted the following report:

We have booked the Emmaus Community Park for Wednesday July 21st for the CSI picnic. It will be held in the Lions Pavilion. Mark sent them a check and it is confirmed.

I have also reserved Gene Mater for caricatures for that day. One of his artists will be there for 3 hours. They are large size pictures and they are also going to imprint the paper with "CSI – Allentown Chapter Picnic 2004".

I reserved Bon-Apetit Caterers for the picnic as well. Bruce will be sending me a contract and we will be reviewing the menu this week or early next week.

I left a message for George at the Holiday Inn regarding a different menu for the June meeting. I will talk to him about doing a sit down dinner versus a buffet style and see what kind of menu we can get for the same price.

Technical: Chuck Bleakley: No report.

Education: Bruno Bianchini. No report.

Certification: Sal Verrastro.

Congratulations to Brad Teeters and Jim Hanna. They passed the CDT Certification Test.

Planning: Mitch Miller. No Report

Awards: Mitch Miller. No Report

Membership: Steve Moyer. No report.

Punchlist: Micah Hessinger. No report.

Academic Affairs: No report.

Publicity: Tina Montone No report.

Long Range Planning / Kick off Meeting: Roxanne Verrastro submitted the following report:

Next meeting will be held on **June 2, 2004 at Pickles in Emmaus at 6:00 p.m.** It will be a joint venture to discuss everyone's roles/positions for the next two years and the future of the Allentown Chapter. I strongly encourage all board members and anyone else who is interested in the future of the Chapter to attend.

I will send out an email next week as a reminder. Please RSVP to me by noon on June 1. If you have any ideas or suggestions please feel free to contact me.

EXPO 2004: Roxanne Verrastro submitted the following report:

The Show was held at the Days Inn Conference Center on Wednesday, April 14, 2004.

The show was a success in every aspect. A final report will be submitted next month after the committee holds its final wrap-up meeting.

The wrap-up meeting was scheduled for May 26, 2004 at Sunset Grille in Fogelsville at 6:00 p.m. **it has been postponed to June 30, 2004 at the Sunset Grille at 6:00PM.**

I just wanted to take the time to sincerely thank those who helped out with the EXPO and made the show a success.

It could not have been done it without the efforts and devotion of my team. Thank you!

Electronic Communications: Brad Teeters.

- Website is good, but very outdated. I still need info from all of the committee members so update their portion of the website.
- I am still having a few problems with the web hosting people as far as quality of work since their merger, but it seems to be getting better.
- Mitch Miller asked about how easy it is for other people or companies to sign up for the advertising on our website. It is very simple, there is a hyper-link at the top of the main page that they can follow to get more information. It is very straightforward. Maybe we can put a little blurb about advertising in the newsletter. I will speak to the Punchlist Editor.

Punchlist

- Received a good request from the Elec. Comm. person, asking if we could put some information into the newsletter regarding advertising on the website. I think it is a great idea, and I will meet with him to discuss this further.
- I am still having problem getting information out of people to fill the newsletter. As of this writing I do not have any information on next month's meeting other than the title and the tabletop display. A recap of the Expo would be a nice thing to put in there, and maybe a list of door prize winners or the design competition winners, etc... I did receive everyone's National Convention article (thank you).
- What upcoming events can you alert people to using the newsletter? CSI Picnic, Regional Conf., etc. I need information on this stuff to display to the members of our chapter. If I don't know what is coming up, how is anyone else supposed to know or participate?

Old Business

1.08 Dave Fenstermacher advised that since he has become more active in CSI he sees the need to attract more attendees to the monthly meetings, and getting more members involved. Dave felt that there should a theme for each month for the 7 meetings. The meeting theme or subject should alternate between a professional topic and an industry topic. There will be further discussion next month on developing the calendar and appropriate programs/topics. *Update February 18, 2004* Some topics suggested by board members in attendance were: geotechnical issues, plant tour of Knoll, continue joint meetings with IFMA.

3.03 There was a discussion about continued lack of attendance, persons not opening emails, not knowing or planning to attend the monthly meetings. Long Range planning needs to address this.

New Business

5.01 John Sweigart is recovering and is doing well. He is back at the office on a part time basis.

5.02 Long Range Planning will look into continuing to charge everyone the same amount for the monthly dinner or setting different amount for members and nonmembers in the future.

5.03 Dave Hausman forwarded a memo from Lynn Vanderhoff to Roxanne Verrastro in regards to how she, in her new job can help us as a chapter. Roxanne will contact Lynn and see how she can help.

Workshop ended at 6:00 P.M.

Next meeting will be prior to the June monthly meeting on June 16, 2004 at the Holiday Inn in Fogelsville, PA. at 5:00 P.M.

Meeting minutes respectfully submitted by Roxanne Verrastro, President-Elect.