


Chapter Positions	 <p>RICHMOND CHAPTER BOARD OF DIRECTORS MEETING MINUTES September 15, 2014, Monday</p> <p>5:30PM – 6:35 PM Glave & Holmes Architecture 2101 East Main Street Richmond, VA 23223</p>	Chapter Officers
Programs: Carissa Mulahn/Winnie Sung Editor Richmond Report: Norm Jacobs Technology: Stephen Weisensale Product Show Chair: Kevin Riley Certification Chair: Steve L'Heureux Education: Lynden Garland Membership Chair: Joe Oglesby Awards Chair: Taekia Glass Public Relations Chair: Jon Anderson Scholarship Chair: Paul Sweet Technical Chair: John Spain Hospitality : MaryAnn Petry Audit Chair: Gib DeShazo Finance Chair: Mike Bricker Long Term Planning: Ken Cordo		President: Winnie M. Sung Past President: Ken Cordo President Elect: Joe Oglesby Vice President: Lynden Garland Treasurer: Mike Bricker Secretary: Tony Hawkinson Directors: Steve L'Heureux Anne Durkin, MaryAnn Petry, Jon Anderson Gib DeShazo
		Regional Representatives
		MAR Region Planning Chair: Barbe Shaffer

Item	Topic	Discussion	Required Follow-up
Call to Order	President (Sung)	<p>Winnie Sung called the meeting to order at 5:30 PM with the following in attendance: Norm Jacobs, Mike Bricker, John Spain, Lynden Garland, Louis Wolf, Stephen Weisensale, Carissa Mulahn, Anne Durkin, Ken Cordo, Taekia Glass, and Tony Hawkinson.</p> <p>Quorum was present.</p> <p>Opening Comments: Welcome</p> <ul style="list-style-type: none"> CSI Construct 2014 – It was a visionary conference for the future of construction, and one of the seminar discussed was the possibilities of using Uniformat for future specification writing. CSI annual meeting - A resolution to revise the method of electing Institute Directors was on the ballot for consideration. The members voted against the revision. CSI annual meeting -The second item the members voted and passed was the request for consideration to support the concept of the Board exploring options to conduct the CSI Annual Meeting through a virtual platform. Richmond Chapter won Outstanding Chapter Commendation for 2013 and 2014. 	Sung
Approval of minutes	Secretary (Hawkinson)	<p>Meeting minutes for the August Meeting were posted in the Richmond Report and it was emailed to all the board members.</p> <ul style="list-style-type: none"> Meeting Minutes were approved. 	Hawkinson

Corresp.	Secretary (Hawkinson)	Correspondence to be Read: Tony Hawkinson was present and had the following to be read: <ul style="list-style-type: none"> No update 	Hawkinson
Treasurer's Report	Treasurer (Bricker)	Treasury Report: Mike Bricker was present and the following to report: <ul style="list-style-type: none"> Presented the financial reports which included the financial statement, check accounting ledger, newsletter advertising, sponsors and current payments. 	Bricker
Officers Reports	President (Sung) President Elect (Oglesby) Vice President (Garland) Immed. President (Cordo)	Winnie Sung – was present and had the following to report: <ul style="list-style-type: none"> No Update Joe Oglesby – was present and had the following to report: <ul style="list-style-type: none"> No Update Lynden Garland – was present and had the following to report. <ul style="list-style-type: none"> No Update Ken Cordo – was present and had the following to report: <ul style="list-style-type: none"> No Update 	Sung Oglesby Garland Cordo
Committee Reports	Education (Garland) Program & Meetings (Mulahn / Sung)	Education Chair Update: Lynden Garland was present and had the following to report. <ul style="list-style-type: none"> Lunch & Learn Addressing ACI 530-11 Special Inspections presented by Alan Tuck of F&R had a low attendance (20) compared to most. Need to look at how distribution is going out for potential attendees. Will review CSI membership list and may have BOD take a portion of the list and notify members of events, lunch & learn, etc. to improve attendance. Program Chair Update: Carissa Mulahn was present and had the following to report: Discussions on Chapter Programs Updates: <ul style="list-style-type: none"> AIA Front Porch – Taekia Glass <ul style="list-style-type: none"> Front Porch 2015 will be held Tuesday October 14th from 6:00PM to 9:00 PM at Ardent Brewery. AIA Richmond will introduce a bike rack design competition at the event. CSI and IIDA have agreed to participate and co-host the event with AIA Richmond. Taekia will forward CSI logo to AIA Richmond for the event poster. 	Garland Mulahn Glass

		<ul style="list-style-type: none"> - Prepare event flyers to present at the reception desk while CSI members are volunteering. • BID Day Event Meeting with ASPE – Jacob Dyer & Taekia Glass <ul style="list-style-type: none"> - Will be held Wednesday, October 22nd at Baskervill. - Jacob and Taekia need to get the flyer ready to be available at the AIA Front Porch event. • Sustainable Development & Rehabilitation – Breakfast Meeting scheduled for Nov. 13th at the Science Museum of Virginia <ul style="list-style-type: none"> - Steve L’Heureux (Chair) with assistance from Carissa Mulahn. - Scheduled Panel Speakers are Bob Burns with Commonwealth Architects, John Dunlap with Dunlap & Partners, Dave Aumund with Capstone, Rebecca Aarons Sydnor with SDC and Mimi Sadler with Sadler & Whitehead Architects Moderator will be Lori Garrett. - Looking for at least 2 more sponsors to cover the event cost. Commonwealth Architects is the only committed sponsor to date. - Set up \$15.00 PayPal account for the event on the CSI Richmond website. Discussed charging differently based on CSI membership, but information for the event with the \$15.00 charge has already been distributed. • Holiday / Past President Party (Dec 11) <ul style="list-style-type: none"> - Ken Cordo will assist Winnie Sung with follow up with notification to past presidents. - Carrissa Mulahn will coordinate a gift to present. • Grilling the Product Rep (Jan 22) <ul style="list-style-type: none"> - Chair - Jon Anderson – not present - No Update • Gray Area Between Disciplines (Feb 26) <ul style="list-style-type: none"> - Chair – Anne Durkin - Look at possibly another joint event with WID - Possibly have an attorney with a case study for panel discussion. - Carissa Mulahn offered to assist with putting a committee together. - Need to get the event flyer together for the AIA Front Porch. • Certification study group / Jeopardy Night (Mar 21) <ul style="list-style-type: none"> - Chair Steve L’Heureux & Barbe Shaffer – not present - No Update 	<p>Dyer & Glass</p> <p>L’Heureux & Mulahn</p> <p>Sung / Cordo</p> <p>Anderson</p> <p>Durkin</p> <p>L’Heureux / Shaffer</p>
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	<p>Certification (L’Heureux)</p> <p>Membership (Oglesby)</p> <p>Hospitality (Petry)</p> <p>Award (Glass)</p> <p>Technical (Spain)</p> <p>Public Relations (Anderson)</p>		

	<p>Product Show (Riley)</p> <p>Richmond Report (Jacobs)</p> <p>Technology (Weisensale)</p> <p>Scholarship Fund (Sweet)</p> <p>Liaison (Cordo, Wolf, Dyer)</p> <p>Directors (Anderson, Loinette, Durkin, Petry and DeShazo)</p>	<ul style="list-style-type: none"> See information under Programs and Meetings for update presented by Stephen Weisensale. <p>Richmond Report: Norm Jacobs was not present. Winnie Sung had the following to report: Deadline: September 29th Project Spotlight: Stephen Weisensale shall submit for October RR. Technical article: John Spain will follow up for the October Report. Possibly article on porous concrete.</p> <p>Technology Report Update: Stephen Weisensale was present and had the following to report:</p> <ul style="list-style-type: none"> No Update <p>Scholarship Fund Update: Paul Sweet was not present.</p> <ul style="list-style-type: none"> No Update. <p>RJEC Report: No Update AIA Report: No Update ASPE Report: No Update</p> <ul style="list-style-type: none"> Louis Wolf was present at the meeting. <p>Directors' Report: Additional open positions: Open BOD position has been filled by Taekia Glass Chapter's archives: No Update Chapter photographer: No Update</p>	
<p>CSI Regional Reports</p>	<p>Regional Planning (Shaffer)</p>	<p>CSI Regional Planning Report: Barbe Shaffer was not present.</p> <ul style="list-style-type: none"> No Update 	

<p>Old Business</p>		<ul style="list-style-type: none"> Discussed possible locations to host future events. Patrick Henry Building may not be available between Jan. and March due to General Assembly in session. Baskervill may be able to host addition events. UR Alumni Center seems to be a future possibility. Still trying to see in the Union Seminary may be available. 	<p>Board</p>
<p>New Business</p>		<p>Evaluations and Suggestions:</p> <ul style="list-style-type: none"> MARC 2015 will be hosted by the Philadelphia Chapter on April 30th – May 3rd, 2015. Awards Dinners will be on May 2nd in Concordville, PA Taekia Glass has started teaching classes at ITT. Will pass on CSI and possibly get student members and promote CSI certifications. Tony Hawkinson is schedule to participate in a webinar hosted by Cvents that helps organizations such as CSI host events and improve participation. Will report at next meeting. 	
	<p>Schedule Next Meeting</p>	<p>The next board meeting will be held on October 9th at 5:30 PM at the Glave & Holmes Architecture office located at 2101 East Main Street.</p>	<p>Board</p>
<p>Announcements</p>		<p>List of upcoming events will be posted on the CSI Website!!</p>	
<p>Adjournment</p>		<p>The meeting was adjourned at 6:35 PM</p>	
<p>BY : Tony Hawkinson, CDT, LEED Green Associate – CSI Richmond Chapter Secretary</p>			