


Chapter Positions	 <p style="text-align: center;">RICHMOND CHAPTER BOARD OF DIRECTORS MEETING MINUTES July 23, 2015, Thursday 5:00PM – 6:00 Emerald Construction Office 2219 Dabney Road Richmond, VA</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: Robert Vaughn Membership Chair: Joe Oglesby Awards Chair: Cindy Cordo 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: Winnie Sung		President: Joe Oglesby Past President: Winnie M. Sung President Elect: Steve L'Heureux Vice President: Jon Anderson Treasurer: Mike Bricker Secretary: Tony Hawkinson Directors: Steve L'Heureux Anne Durkin, Mary Ann Petry, Cindy Cordo Gib DeShazo Andy Richmond	
		Regional Representatives	
		MAR Region Planning Chair: Barbe Shaffer	

Item	Topic	Discussion	Required Follow-up
Call to Order	President (Oglesby)	Joe Oglesby called the meeting to order at 5:00PM with the following in attendance: Stephen Weisensale, Mike Bricker, Tony Hawkinson, Norman Jacobs, Andy Richmond, Barbe Shaffer, Jon Anderson and Cindy Cordo. Quorum was present. Opening Comments: Welcome <ul style="list-style-type: none"> - Meeting will follow the format of the CSI Richmond Chapter FY2016 distributed early this week. 	Oglesby
Approval of Minutes	Secretary (Hawkinson)	Meeting minutes for the June Meeting Minutes were emailed to all the board members. <ul style="list-style-type: none"> • Meeting Minutes were approved by the BOD with the correction that the budget for the plaques given out during the Awards banquet exceeded the \$200.00 budget. This was noted as \$300.00 in the meeting minutes. 	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 had the following to report: <ul style="list-style-type: none"> • Financials were distributed including the Checking Account Ledger and the May 14, 2015 Financial Statement. There were not reviewed or discussed during the meeting 	Bricker

Committee Reports	Education (Vaughn)	<p>Education Chair Update: Robert Vaughn was not present. :</p> <ul style="list-style-type: none"> Lunch & Learn Lecture Series: Next L&L will be in September. 	Vaughn
	Program & Meetings (Mulahn)	<p>Program Chair Update: Carissa Mulahn was not present.</p> <p>Discussions on Chapter Programs Updates:</p> <ul style="list-style-type: none"> The Programs and Meetings for the remainder of 2015 year were discussed by the BOD. The Gray Area Between Disciplines may be moved from September, but this is pending additional information. If it moves, may move Chapter Membership Meeting to September. Additional work to be done at the next meeting. 	Mulahn
	Certification (L'Heureux)	<p>Certification Chair Report: Steven L'Heureux was present.</p> <ul style="list-style-type: none"> Fall Test Dates still pending. 	L'Heureux
	Membership (L'Heureux)	<p>Membership Chair Update: Joe Oglesby was present and had the following to report:</p> <ul style="list-style-type: none"> Chapter may do a 50/50 Membership at the Chapter Membership meeting this fall. Joe Oglesby has offered to name this in honor of Jim Snowa in place of the paid membership discussed in the June meeting. Stephen Weisensale will contact Henry Zirkle to follow up with Jim regarding this. See Andy Richmond's suggestion under New Business. 	L'Heureux
	Hospitality (Petry)	<p>Hospitality Chair Update: Mary Ann Petry not was present.</p> <ul style="list-style-type: none"> No update 	Petry
	Award (Cordo)	<p>Award Chair Update: Cindy Cordo was present</p> <ul style="list-style-type: none"> Region award application due at the end of the year. 	Cordo
	Technical (Spain)	<p>Technical Update: John Spain was not present.</p> <ul style="list-style-type: none"> Follow up on technical article for September article for RR. 	Spain
	Public Relations (Anderson)	<p>Public Relation Report: Jon Anderson was present.</p> <ul style="list-style-type: none"> No Update. 	Anderson
	Product Show (Riley)	<p>CSI Product Show Update: Kevin Riley was not present.</p> <ul style="list-style-type: none"> Following up with outstanding payments 	Riley

	<p>Richmond Report (Jacobs)</p> <p>Technology (Weisensale)</p> <p>Scholarship Fund (Sweet)</p> <p>Liaison (K. Cordo, Wolf, Dyer)</p>	<p>Richmond Report: Norm Jacobs was present..</p> <p>Deadline: September 3rd</p> <p>Project Spotlight: September – Steven L’Heureux</p> <p>Technical article: John Spain or Andy Richmond will follow up for the September Report</p> <p>Articles – BOD please submit articles to RR on area of expertise.</p> <p>Technology Report Update: Stephen Weisensale was present:</p> <ul style="list-style-type: none"> No Update <p>Scholarship Fund Update: Paul Sweet was not present. He did provide the following update in an email dated July 18, 2015:</p> <ul style="list-style-type: none"> The Scholarship Fund Foundation met June 30. The Chapter made a generous contribution of \$5,000 to the Scholarship Committee, which brings the balance up to \$10,296.12. The Foundation briefly lost its tax exempt status because IRS form 990-N wasn't filed for 3 years. The foundation has been reinstated as a 501(c)(3) tax-exempt organization, and the 990-N was filed for 2015. <p>Winnie Sung and Ken Gordo were elected to replace two former board members who were no longer eligible because their CSI memberships had expired.</p> <p>The committee chose to return to the past method of succession, where the immediate past president was the chair of the long-range planning committee, and the following year was chair of the scholarship committee. Steve Weisensale was elected President of the Foundation, Paul Sweet was elected Secretary, and Winnie Sung was elected Treasurer.</p> <p>There was a lengthy discussion on the present eligibility rules, and several possible changes were discussed, including (1) extending eligibility to people in construction-related jobs who are going for an MBA or similar degree that isn't directly related to construction, (2) allowing people with work experience, but no college, to apply (this would allow drafters wanting to take BIM classes, etc., to apply) and (3) allowing people applying for CSI certification to apply for financial aid. There was discussion on whether the third item should be a Chapter activity (Certification or Education committee) or a Scholarship activity, largely because eligibility requirements, forms, and timing of applications would be very different. Members are exchanging e-mails throughout the summer, and the committee will meet again in the fall to try to finalize any changes.</p> <p>RJEC Report: No Update</p> <p>AIA Report: No Update</p> <p>ASPE Report: No Update</p>	<p>Jacobs</p> <p>Spain</p> <p>BOD</p> <p>Weisensale</p> <p>Sweet</p>
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	Directors (C. Cordo, Petry, Durkin, Richmond Mulahn and DeShazo)	Directors' Report: Chapter's archives: No Update Chapter photographer: No Update	
CSI Regional Reports	Regional Planning (Shaffer & Weisensale)	CSI Regional Planning Report: Barbe Shaffer was present. <ul style="list-style-type: none"> Region LOS and Board Meeting 2015 <ul style="list-style-type: none"> August 14-15, 2015 Heritage Hills Golf Resort and Conference Center, York, PA Room Rate is \$119.00 (This is a change) The MARC website has additional information Barbe Shaffer, Steve L'Heureux, Stephen Weisensale and Joe Oglesby all plan to attend. Barbe Shaffer discussed all the events that would be taking place during the LOS. 	
Old Business		<ul style="list-style-type: none"> The chapter cannot currently find Liability Insurance through former contacts. This is still an open issue per Gib DeShazo. Account appears to be too small for most companies. Will investigate a rider through the Institute. Steve L'Heureux is also looking into options. Mary Ann Petry stated that the PayPal for chapter events on the website needs to be more specific to the event so individuals know what they are signing up / paying for. Suggested possible moving to a Sign-Up Genius type application for meetings, etc. Many thought this was a good suggestion and should be follow-up on. 	BOD
New Business		Evaluations and Suggestions: <ul style="list-style-type: none"> Andy Richmond suggested to have drawings at chapter meetings of members name tags for possibly winning 50/50 membership prizes as a way to boost attendance. Tony will complete the chapter Officers, Directors and Committee Chairs list and forward to Norm Jacobs and Stephen Weisensale to update web site and post in the September RR. Cindy Cordo volunteered to be the Awards Chair Need to find a committee member to take over the Product Show for FY 2017. Chapter to concentrate on getting only major sponsors for the year program. Mike Bricker commented the partial sponsors are too hard to keep track of. Will bring up the chapter insurance issue at the 	BOD

		<p>LOS to see what other region chapters are doing.</p> <ul style="list-style-type: none"> • Christmas Party – Westwood Club for December 10th. • Document Cloud Storage Access – Stephen Weisensale stated that the website currently has a drop box and he will follow up with Mitch on utilizing this capability. • Joe Oglesby is going to follow up with Mary Ann Petry on Sign-up Genius for website events. • Chapter is going to get name tags for BOD and Committee Chairs. Mary Ann Petry is currently looking into this. 	
	Schedule Next Meeting	The next board meeting will be held on August 20th at 5:30PM at the <u>Emerld Construction's Office</u>	BOD
Announcements		List of upcoming events will be posted on the CSI Website!!	
Adjournment		The meeting was adjourned at 6:00 PM	
BY : Tony Hawkinson, CDT, LEED Green Associate –CSI Richmond Chapter Secretary			