


Chapter Positions	 <p data-bbox="630 453 1141 522">RICHMOND CHAPTER BOARD OF DIRECTORS MEETING MINUTES</p> <p data-bbox="695 533 1076 564">September 10, 2015, Thursday</p> <p data-bbox="792 611 979 636">5:30PM – 7:00</p> <p data-bbox="719 648 1052 737">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: John Spain Membership Chair: Joe Oglesby Awards Chair: Cindy Cordo Public Relations Chair: Jon Anderson Scholarship Chair: Stephen Weisensale 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: Steven 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 5:30PM with the following in attendance: Stephen Weisensale, Mike Bricker, Steve L'Heureux, Norman Jacobs, Winnie Sung, Andy Richmond, Gib DeShazo, Jon Anderson, Anne Durkin, Mary Ann Petry, and Cindy Cordo. Quorum was present. Opening Comments: Welcome <ul style="list-style-type: none"> - New Business will be discussed at the end of the meeting per the agenda. - Construct 2015 September 30th – October 3rd. 	Oglesby
Approval of Minutes	Secretary (Hawkinson)	Meeting minutes for the August Meeting Minutes were emailed to all the board members. <ul style="list-style-type: none"> • Meeting Minutes were approved by the BOD for both July and August Meetings. 	Hawkinson
Corresp.	Secretary (Hawkinson)	Correspondence to be Read: Tony Hawkinson was present and had the following to report: <ul style="list-style-type: none"> • Mike Bricker's email regarding Treasurer Report. See below. 	Hawkinson
Treasurer's Report	Treasurer (Bricker)	Treasury Report: Mike Bricker was not present. <ul style="list-style-type: none"> • FY2016 Budget was voted on and approved by the BOD and Officers. • Current chapter balance is \$20,000.00+ • Amendments to budget are expected. • Need to produce monthly budgets for programs to keep better cost control. • Balzer and Associates, Inc. first new sponsor of the year. • Sponsorships will be \$350.00 per August newsletter. 	Bricker

		<p>could be worked out for the November meeting. It is highly likely the current topic will need to be postponed until the 2016 calendar, possibly February.</p> <ul style="list-style-type: none"> December Meeting will be the Holiday Party at Westwood Club. Winnie Sung to coordinate with Westwood Club. January 2016 Meeting will be Long Term Planning 	Sung
	Certification (L'Heureux)	<p>Certification Chair Report: Steven L'Heureux was present.</p> <ul style="list-style-type: none"> Fall Exam Period is September 30th – October 31st. Steve L'Heureux suggested getting the most recent individual that passed the CDT to be invited to the new membership meeting. 	L'Heureux
	Membership (L'Heureux)	<p>Membership Chair Update: Steve L'Heureux was present and had the following to report:</p> <ul style="list-style-type: none"> Chapter will award two 50/50 Memberships at the Chapter Membership this month. Follow-up to BOD contacting members to discuss renewing. BOD and Officers send out personal invites to perspective new members for the chapter meeting. 	L'Heureux
	Hospitality (Petry)	<p>Hospitality Chair Update: Mary Ann Petry was present and had the following to report:</p> <ul style="list-style-type: none"> Presented the BOD and Officers name tags to be worn during chapter meetings and events. Chapter has decided to use Eventbrite for registration for chapter meeting and event. Will track the progress of using this and evaluate in a couple of months. 	Petry
	Award (Cordo)	<p>Award Chair Update: Cindy Cordo was present</p> <ul style="list-style-type: none"> Region award application due December 31st. Chapter has been notified that we received the Outstanding Chapter Commendation for 2015 and will be presented at Construct 2015. Winnie Sung is making arrangements to someone in attendance to accept the award on behalf of the chapter. 	Cordo Sung
	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"> Follow-up on notices of chapter meetings and events in the Richmond Times Dispatch. 	Anderson

	<p>Product Show (Riley)</p> <p>Richmond Report (Jacobs)</p> <p>Technology (Weisensale)</p> <p>Scholarship Fund (Weisensale)</p> <p>Liaison (K. Cordo, Wolf, Dyer)</p> <p>Directors (C. Cordo, Petry, Durkin, Richmond Mulahn and DeShazo)</p>	<p>CSI Product Show Update: Kevin Riley was not present.</p> <ul style="list-style-type: none"> No Update on outstanding payments. Still currently seeking a co-chair for Kevin. Tom Swartz with Sherwin Williams may be a possible candidate. Show is scheduled for May 19, 2016. <p>Richmond Report: Norm Jacobs was present.</p> <p>Deadline: September 29, 2015</p> <p>Project Spotlight: October – Carissa Mulahn</p> <p>Technical article: John Spain or Andy Richmond will follow up for the October Report</p> <p>Articles – BOD please submit articles to RR on area of expertise.</p> <p>Lunch & Learn – Need flyer for October</p> <p>October Program Flyer – Need to get this from AIA for Front Porch</p> <p>President’ Message</p> <p>Technology Report Update: Stephen Weisensale was present:</p> <ul style="list-style-type: none"> Updating information on website. Need the chapter calendar of events for 2015-2016 to post on the website. Joe Oglesby will provide once the calendar is finalized. Will install link to membership flyer once Barbe Shaffer provides in electronic format. <p>Scholarship Fund Update: Stephen Weisensale was present.</p> <ul style="list-style-type: none"> No Update <p>RJEC Report: No Update</p> <p>AIA Report: No Update</p> <p>ASPE Report: No Update</p> <p>Directors’ Report:</p> <p>Chapter’s archives: No Update</p> <p>Chapter photographer: No Update</p>	<p>Riley</p> <p>Jacobs</p> <p>Spain</p> <p>BOD</p> <p>Spain Cordo</p> <p>Oglesby</p> <p>Weisensale</p> <p>Oglesby</p> <p>Shaffer</p>
<p>CSI Regional Reports</p>	<p>Regional Planning (Shaffer & Weisensale)</p>	<p>CSI Regional Planning Report:</p> <ul style="list-style-type: none"> No Update. 	

Old Business		<ul style="list-style-type: none"> • Liability Insurance issue still outstanding.. • Chapter to concentrate on getting only major sponsors for the year program. • Steve L'Heureux continued discussion regarding the chapter becoming a sponsor for ArchEx East event in November. \$500.00 get the chapter a flyer to place in the registration bag. Discussion regarding other Virginia chapter joining in to help with the cost issue. Steve will follow up with other chapters for interest in participating. 	BOD
New Business		<p>Evaluations and Suggestions:</p> <ul style="list-style-type: none"> • Chapter may need to look into having an Academic Liaison as a new Chair position. 	BOD
	Schedule Next Meeting	The next board meeting will be held on October 8th at 5:30PM at the <u>Emerald Construction's Office</u>	BOD
Announcements		List of upcoming events will be posted on the CSI Website!!	
Adjournment		The meeting was adjourned at 7:00 PM	
BY : Tony Hawkinson, CDT, LEED Green Associate –CSI Richmond Chapter Secretary			