


Chapter Positions	 <p>RICHMOND CHAPTER BOARD OF DIRECTORS MEETING MINUTES May 12, 2016, Thursday 5:30PM – 6:30PM 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 Academic Liaison: 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: Anne Durkin, Mary Ann Petry, Cindy Cordo Gib DeShazo Andy Richmond
		Regional Representatives
		MAR Region Planning Chair: Barbe Shaffer MAR Region Education Chair: Stephen Weisensale

Item	Topic	Discussion	Required Follow-up
Call to Order	President (Oglesby)	Tony Hawkinson called the meeting to order at 5:30PM with the following in attendance: Steve L'Heureux, Andrew Richmond, Norman Jacobs, Gib DeShazo, Winnie Sung, Stephen Weisensale, Barbe Shaffer, Mary Ann Petry, Carissa Mulahn, Kevin Riley and Jon Anderson. Quorum was present. Opening Comments: Welcome <ul style="list-style-type: none"> • Wrap up on Save the Diamond Meeting. • MARC Report – No Update: 	Oglesby
Approval of Minutes	Secretary (Hawkinson)	Meeting minutes for the April Meeting Minutes were emailed to all the board members. <ul style="list-style-type: none"> • Meeting Minutes were approved by the BOD. 	Hawkinson
Corresp.	Secretary (Hawkinson)	Correspondence to be Read: Tony Hawkinson was present and had the following to report: <ul style="list-style-type: none"> • All correspondence were included in the agenda. 	Hawkinson
Treasurer's Report	Treasurer (Bricker)	Treasury Report: Mike Bricker was not present. <ul style="list-style-type: none"> • No Update. 	Bricker

Certification (L'Heureux)	Certification Chair Report: Steven L'Heureux was present and had the following to report: <ul style="list-style-type: none"> No Update 	'Heureux
Membership (L'Heureux)	Membership Chair Update: Steve L'Heureux was present and had the following to report: <ul style="list-style-type: none"> Currently have 86 members in the chapter. A lot of renewals are due and / or coming due. 	L'Heureux
Hospitality (Petry)	Hospitality Chair Update: Mary Ann Petry was present and had the following to report. <ul style="list-style-type: none"> No Update Will be coordinating the June event. 	Petry
Award (Cordo)	Award Chair Update: Cindy Cordo was not present.. <ul style="list-style-type: none"> No Update. Coordinating awards to end of year picnic. 	Cordo
Technical (Spain)	Technical Update: John Spain was not present. <ul style="list-style-type: none"> Follow up on technical article for April article for RR. 	Spain
Public Relations (Anderson)	Public Relation Report: Jon Anderson was present and had the following to report: <ul style="list-style-type: none"> No Update 	Anderson
Product Show (Riley / Swartz)	CSI Product Show Update: Kevin Riley was present and had the following to report: <ul style="list-style-type: none"> See notes under the May Chapter Meeting – Product Show for update. 	Riley / Swartz
Richmond Report (Jacobs)	Richmond Report: Norm Jacobs was present. Deadline: May 26, 2016 BOD Bios – Stephen Weisensale is working on getting these onto the Website. Project Spotlight: June – Carissa Mulahn will forward a project for the spotlight Technical article: John Spain or Andy Richmond will follow up for the February Report. Joe Olgesby also stated that we could use CSI articles previously published in the newsletter. Articles – BOD please submit articles to RR on area of expertise. Lunch & Learn – No more L&L until September. May Program Flyer – Product Show President' Message Update 2016-2017 Officers and Chairs to be included in report.	Jacobs Mulahn Spain / Richmond BOD Spain Oglesby Hawkinson

	Technology (Weisensale)	<p>Technology Report Update: Stephen Weisensale was present and had the following to report.</p> <ul style="list-style-type: none"> • Still working on the link for the Product Show. • Winnie Sung did report that while attending MARC, she was informed that the Institute is looking to update their website. 	Weisensale
	Scholarship Fund (Weisensale)	<p>Scholarship Fund Update: Stephen Weisensale was not present. Tony Hawkinson did have the following update per email from Stephen:</p> <ul style="list-style-type: none"> • 2016 Continuing Education Application for the scholarship fund. • Deadline for submission is June 1, 2016 • To date there have not been any applications for submitted. 	Weisensale
	Liaison (K. Cordo, Wolf, Dyer)	<p>RJEC Report: No Update AIA Report: No Update ASPE Report: No Update</p>	
	Directors (C. Cordo, Petry, Durkin, Richmond Mulahn and DeShazo)	<p>Directors' Report: Chapter's archives: No Update Chapter photographer: No Update</p>	
CSI Regional Reports	Regional Planning (Oglesby)	<p>CSI Regional Planning Report:</p> <ul style="list-style-type: none"> • LOS August 19-20, 2016 in York, PA at Heritage Hills Country Club. Schedule is currently being planned. • Call hotel for reservation. There is not website setup for this event. • Hotel should be \$119.00 per night. 	
Old Business		<ul style="list-style-type: none"> • Product Show – get the word out! • Steve also presented the 2016-2017 chapter Directors and Committee Chairs directory. This information need to be submitted to the Institute by May 20th per email from Matthew Fochs. Chapter dues also to be provided. BOB voted to keep dues at their current rate: Professional dues \$45.00 and Emerging Professionals at \$0.00. 	BOD Hawkinson
New Business		<p>Evaluations and Suggestions:</p> <ul style="list-style-type: none"> • Barbe Shaffer reminded the chapter that new Institute by-laws were currently up for election so make sure members vote. 	BOD

	Schedule Next Meeting	The next board meeting will be held on June 23rd at 5:30PM at the <u>Nash's River House prior to the Chapter Picnic.</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			