


Chapter Positions	 <p>RICHMOND CHAPTER BOARD OF DIRECTORS MEETING MINUTES February 11, 2016, Thursday</p> <p>5:30PM – 7:00PM 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: 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)	<p>Joe Oglesby called the meeting to order at 5:35PM with the following in attendance: Steve L'Heureux, Cindy Cordo, Andrew Richmond, Mike Bricker, Stephen Weisensale, Gib DeShazo, Kevin Riley and Jon Anderson.</p> <p>Quorum was present (eventually).</p> <p>Opening Comments: Welcome</p> <ul style="list-style-type: none"> • January Meeting was very productive. Steven L'Heureux distributed Ideas for CSI-Richmond Chapter Growth into 2016 and Beyond to the BOD. • Joe Oglesby briefed the BOD on the MAR Conference call. • CDT registration deadline reminder is February 29th. 	Oglesby
Approval of Minutes	Secretary (Hawkinson)	<p>Meeting minutes for the January Meeting Minutes were emailed to all the board members.</p> <ul style="list-style-type: none"> • Meeting Minutes were approved by the BOD with noted correction that Steven L'Heureux name was listed twice in the attendance. 	Hawkinson
Corresp.	Secretary (Hawkinson)	<p>Correspondence to be Read: Tony Hawkinson was present and had the following to report:</p> <ul style="list-style-type: none"> • All correspondence were included in the agenda. 	Hawkinson
Treasurer's Report	Treasurer (Bricker)	<p>Treasury Report: Mike Bricker was present and had the following to report:</p> <ul style="list-style-type: none"> • Updated financial statements were distributed. • Chapter is currently \$3000.00 up in income over starting 	Bricker

		<p>balance at the start of the fiscal year.</p> <ul style="list-style-type: none"> • Invoices to current newsletter sponsors for renewal have been sent. Mike stated this is very hard to keep track of. Suggested may have someone in charge of just sponsorship collections next year to assist the Treasurer. • The Holiday Party was a loss for the chapter. This seems to be a reoccurring budget issue. Was discussed by the BOD and based on the current financials of the chapter was deemed to be acceptable. 	
Committee Reports	Education (Spain)	<p>Education Chair Update: John Spain was not present.</p> <ul style="list-style-type: none"> • Lunch & Learn Series <ul style="list-style-type: none"> - Friday February 12, 2016 - Geotechnical and Environmental Aspects of Sustainable Design and LEED by Ray Destphen of Schnabel Engineering - Boulders Office Park – THIS IS A CHANGE - 7400 Beaufont Springs Drive, 4th Floor Conference Room. - Note: Due to the location change, John cannot run this event. Discussed with Kevin Riley, he will check his calendar and confirm. 	Spain
	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"> • February Meeting – Grey Areas at Baskervill’s Office February 25th. This will be a joint meeting with ASPE. <ul style="list-style-type: none"> - Panel participants will be Lou Wolf with SMBW, Mike Cagle with MB Contractors, John Hancock with Stroud Pence, James Willis with Syska Hennessy Group and the moderator will be Betsy Dulin with Coates and Davenport, PC. - Food, Drink and Beer will be provided by ASPE - Cost is \$15.00 online or \$20.00 at the door - Park in the Baskervill lot on the east side of the building. Make sure to get your token to exit (one token only per person) • March 24th Meeting – Save the Diamond Presentation <ul style="list-style-type: none"> - Need to establish venue to hold the event - Could be done much like the AIA Front Porch in the fall where had food & drink and the presentation on the new river park / bridge was presented. - Cost will depend on venue - Need to follow up with Tom Hanson for presentation. - Need to get flyer ready for RR • April Meeting – Hardhat Tour <ul style="list-style-type: none"> - Need to establish project to tour – possibly Stone Brewery. Joe Oglesby to follow up with Mark Vick on contact information. 	Riley Mulahn Oglesby / Mulahn

		<ul style="list-style-type: none"> - Maybe do jointly with AIA Virginia. Could contact Angela Ojeda Guzy. - Food after tour? Go to nearby restaurant in the Tobacco Row area. - Cost? - Flyer? <ul style="list-style-type: none"> • May Meeting – Product Show <ul style="list-style-type: none"> - Discuss at Product Show later in the agenda • June Meeting – Award Picnic or follow-up meeting after Product Show? 	
	Certification (L'Heureux)	<p>Certification Chair Report: Steven L'Heureux was present and had the following to report:</p> <ul style="list-style-type: none"> • No CDT Boot-Camp. CDT Jeopardy as one of the chapter meetings still being discussed. Will try to determine list of locals taking the exam and see if we can get those individuals to attend. 	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"> • Membership Renewal Update Reviewed. 87 current chapter members. 8 members currently expired. • Conflict with charge for Emerging Leaders between chapter site and national. National states \$15.00. • Steve suggest that we add the non-CSI attendees from the Product Show seminars who expressed interest based on their evaluations to the chapter event distribution list as these could be potential new members. 	L'Heureux
	Hospitality (Petry)	<p>Hospitality Chair Update: Mary Ann Petry was not present.</p> <ul style="list-style-type: none"> • No Update • Will be coordinating the February event. 	Petry
	Award (Cordo)	<p>Award Chair Update: Cindy Cordo was present and had the following to report.</p> <ul style="list-style-type: none"> • No Update. 	Cordo
	Technical (Spain)	<p>Technical Update: John Spain was not present.</p> <ul style="list-style-type: none"> • Follow up on technical article for March article for RR. 	Spain
	Public Relations (Anderson)	<p>Public Relation Report: Jon Anderson was present and had the following to report:</p> <ul style="list-style-type: none"> • Contact RTD to include the February event in the Metro Business calendar of events. 	Anderson
	Product Show (Riley / Swartz)	<p>CSI Product Show Update: Kevin Riley was present and had the following to report:</p>	Riley / Swartz

	<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>	<ul style="list-style-type: none"> Reviewed the committee meeting that took place. <p>Richmond Report: Norm Jacobs was not present. Deadline: February 25, 2016</p> <p>BOD Bios – Stephen Weisensale is working on getting these onto the Website.</p> <p>Project Spotlight: March – Mike Bricker will forward a project for the spotlight</p> <p>Technical article: John Spain or Andy Richmond will follow up for the February Report. Joe Oglesby also stated that we could use CSI articles previously published in the newsletter.</p> <p>Articles – BOD please submit articles to RR on area of expertise.</p> <p>Lunch & Learn –Flyer for March meeting.</p> <p>March Program Flyer – This is still TBD has March / April events are still fluid.</p> <p>President' Message</p> <p>Technology Report Update: Stephen Weisensale was present and had the following to report:</p> <ul style="list-style-type: none"> Most of the updates have been completed. May look at getting away from the Institute micro-site. Too many issues. Will start looking at alternatives. <p>Scholarship Fund Update: Stephen Weisensale was present and had the following update:</p> <ul style="list-style-type: none"> No Update. <p>RJEC Report: No Update AIA Report: No Update ASPE Report: No Update</p> <p>Directors' Report: Chapter's archives: No Update Chapter photographer: No Update</p>	<p>Jacobs</p> <p>Mulahn</p> <p>Spain / Richmond</p> <p>BOD Spain</p> <p>Oglesby</p> <p>Weisensale</p>
<p>CSI Regional Reports</p>	<p>Regional Planning (Oglesby)</p>	<p>CSI Regional Planning Report:</p> <ul style="list-style-type: none"> MAR April 8-10, 2016 at the Lord Baltimore Hotel in Baltimore, MD. <ul style="list-style-type: none"> Room Rate: \$169.00 Full Conference Registration \$150.00 through EventBrite Register on line at www.csibaltimore.org Conference starts Friday, April 8th at 1PM and runs through Saturday, April 9th at 4PM. 	

		<ul style="list-style-type: none"> LOS August 19-20, 2016 in York, PA at Hertiage Hills Country Club. Schedule is currently being planned. 	
Old Business		<ul style="list-style-type: none"> March Chapter Meeting Flyer Distribution Chapter may look into having an Academic Liaison as a new Chair position. 	BOD
New Business		<p>Evaluations and Suggestions:</p> <ul style="list-style-type: none"> Chapter Elections and Chairs – this needs to be completed by April 30th. 	BOD
	Schedule Next Meeting	The next board meeting will be held on March 10th 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			