

# Greater Lehigh Valley Chapter C.S.I.

## October 18, 2017

### Board of Directors Meeting Minutes

Members	Attendees	Members	Attendees
Jon Lattin, President		Steve Erickson, Director, Membership	
Clint Newton, President-Elect, Expo Chair, Communications Co.	X	Janet Grazul, Director, Communications Co.	X
Kevin Grega, Vice-President, Acad. Affairs		Ron Jerdon, Director, Hospitality Co.	
David Fenstermacher, Secretary	X	Shawn Crouthamel, Director	
Roxanne Verrastro, Treasurer, marc19		Director, Tim Durso, Education	X
LeeAnn Slattery, Immediate Past President, Advisor, Awards, Nominating		David Hausman, Historian, Scholarship Co., Fiscal Planning	X
David Wrigley, Sr. Advisor, Program Co.		John Cannon, Scholarship Co.	
Tina Montone, Advisor, Publicity, LRP		T.J.Chambers, Punchlist	
Carmen Beinhauer, Hospitality Co.		Micah Hessinger, Technical	
Sal Verrastro, Program Co., Scholarship Co. Fiscal Planning		Tim Sisock, Communications Co.	
Mitch Miller, Fiscal Planning, Certification	X	Jason Betar	
Jim Petro, Certification Co.			

The Greater Lehigh Valley Chapter CSI Board of Directors met at the Holiday Inn Conference Center in Foglesville, PA on Wednesday, October 18, 2017.

President-Elect Clint Newton opened the meeting at 4:42 p.m.

**Board Minutes:**

- The minutes from the September 2017 Board meeting were accepted as written.

**Treasurer’s Report:**

- The Treasurer’s Report was not available.

**Committee Reports:**

**Academic Affairs: Kevin Grega**

- No report

**Awards: LeeAnn Slattery**

- Nominations for Middle Atlantic Region Awards will be due “by Christmas” for submittal by the end of the year.

**Certification: Mitch Miller, Jim Petro**

- Mitch reported that classes will be held at the headquarters of ABC located at 894 Marcon Boulevard, Suite 110, Allentown (LVIP III), starting in January.
- Fall testing is in progress: September 25 to December 10

**Education: Tim Durso**

- Tonight’s meeting is approved through “Let’s Fix Construction” for two (2) credits.

**Electronic Communications: Clint Newton, Tim Sisock, Janet Grazul (CSI GLV Chapter Website);**

- Janet is looking for additional photos to publish on the website.

**Expo 2017: Clint Newton**

- Next planning meeting is scheduled for tomorrow morning, Thursday, October. 19.

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**Fiscal Planning Committee: Mitch Miller, Dave Hausman, Sal Verrastro**

- No report. Upcoming tasks are: a review and updating of the Chapter Policy Manual; reviewing and updating a calendar for organizing chapter tasks as they occur throughout the year. A meeting will be scheduled to discuss these topics.

**Historian: David Hausman**

- Status Quo...Continuing to be Historical;
- Discussion on the best way to store data and digital pictures into the future is still awaiting discussion.

**Hospitality: Carmen Beinhauer (chair), Ron Jerdon**

- No report.
- The tentative date for the holiday party is Wednesday, December 6, pending availability of venues.

**Long Range Planning: Tina Montone**

- A long range planning event is planned for Friday, November 3. More details to follow.

**MARC 2019 Committee: Roxanne Verrastro**

- No report; The latest meeting was held on October 9. Planning is in progress.
- Still looking for members to join the committee, please let Roxanne know if you are interested in joining. Always looking for ideas. Roxanne will send out reminders.
- Reminder: 2018 Central Virginia; and then...2019 GLV.

**Membership: Steve Erickson**

- No report.

**Nominating Committee: LeeAnn Slattery**

- No report.

**Program: David Wrigley, Sal Verrastro**

Nov. 15, 2017 Planning for the Nov. meeting in progress. Details will follow as available.

Dec. 7, 2017 Holiday Party (date is tentative)

Jan. 17, 2018 Annual joint meeting with AIA; program to be determined

Feb. 16 Meeting at the Holiday Inn, Fogelsville, PA

Looking ahead...Dave Hausman reported he has secured Tuesday, August 14 for the Iron Pigs outing in 2018.

**Publicity: Tina Montone & Lee Ann Slattery**

- No report.

**Punchlist: T.J.Chambers**

- No report

**Scholarship: John Cannon, Dave Hausman, Sal Verrastro**

- No report

**Technical: Micah Hessinger**

- No report

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**Unfinished Business**

09/02 The proposed budget for the current fiscal year was distributed. Everyone was invited to review and comment prior to a vote next month. **Update 10/18:** The budget is attached to these minute for review and comment. Tentative plans are for a vote at the November Board meeting.

**New Business**

- 10/01 Clint reported that the Holiday Inn has increased the fees for the use of their audio-visual equipment. After discussion it was decided that Clint head a committee to look into the cost of purchasing a self-contained A.V. system to be owned by the chapter rather than pay the exorbitant fees now being charged by the hotel.
- 10/02 A discussion was held on the best way to promote and obtain sponsorships. It was suggested a new committee be formed to coordinate and, hopefully, streamline all sponsorships, i.e. at meetings, expo, marc, etc. to increase values and consolidate duplication of efforts. Further discussion will be held at the next Board meeting.

**Upcoming Events**

**GLV CSI EXPO'18:** April 11, 2018 at the Holiday Inn & Conference Center

**MARC'18:** April 19-21, 2018 in Winchester, Virginia, hosted by the Central Virginia Chapter;  
[www.marc2018.com](http://www.marc2018.com).

**CONSTRUCT'18:** Oct. 3-5, 2018 in Long Beach, California.  
[www.constructshow.com](http://www.constructshow.com)

**Institute Website: [csiresources.org](http://csiresources.org)**

There being no further business, the meeting was adjourned at 5:06 on a motion by Janet Grazul, second by Mitch Miller.

Respectfully submitted,

David R. Fenstermacher, CSI  
Secretary