



THE WINNER'S CIRCLE

A Publication of the Indianapolis Chapter of the Construction Specifications Institute

MEETING DATE:
Thursday June 17, 2010

MEETING SCHEDULE:
6:00 p.m. Social Hour
7:00 p.m. Dinner
Program Follows Dinner

MEETING LOCATION:
Columbia Club, 10th Floor
Indianapolis, IN

FEES:
Members: \$25.00
Guest: \$25.00
Students: \$25.00

RESERVATIONS:
Please RSVP via the chapter website, or contact the Chapter Voice Mail, (317) 465-1491

ANNUAL AWARDS BANQUET

Honor and Celebrate the year that was!

Pete Baker, Special Events Chair



Please join your fellow Indianapolis Chapter members on for our annual Awards banquet downtown at the Columbia Club's tenth floor ballroom overlooking Indianapolis' famed circle and the country's largest memorial to the American Civil War. The Awards Banquet will begin at 6:00PM with Cocktails (Cash bar) and light hors d'oeuvres, with complimentary valet parking available and a buffet dinner to begin at 7:00PM followed by the Awards presentation at 8:00PM. This will be Chapter President Phil McMullan's final official event as well as the occasion to thank and honor those individuals who have made 2009-2011 once again an "Institute Outstanding Chapter". Phil will then turn the gavel of leadership for 2010-2011 to Blake Wagner, his officers and board of directors.

For details and registration click [here](#).

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JUNE 17, 2010
Annual Awards Banquet

JULY 29, 2010
Bud Reed Memorial Golf Outing

JULY 15, 2010
July: Expansion Joints

SEPTEMBER 16, 2010
CSI Trade Show



VIEW FROM THE TOWER

June 2010

Phillip C. McMullan, CSI, AICP



"When you put down the good things you ought to have done, and leave out the bad things you did do - well, that's memoirs." Will Rogers

mem-oir (mēm'wār', -wôr')
n. An account of the personal experiences of an author.

It is difficult for me to fully comprehend that this is the twelfth article I have written. My last article. My term as President of the Indianapolis Chapter is ending as rapidly as it began. Twelve months, one year and so much has

happened while so many things remain the same.

The most important of all things remaining the same is the dedication of the members of this Chapter. I have never been associated with a more involved group of professionals. Professionals who all have families, jobs and numerous other community obligations yet find the time to keep the Indianapolis Chapter CSI vital. To all these members, I want to offer my sincere thanks. Without you, I would not have the opportunity to write my Tower memoirs. Here are some of the highlights of the year. I am sure I have left some important items out for there are so many with this Chapter. If you want more details of these events, please go back and read this newsletter over the past eleven months.

I began my year just a few short weeks after we had hosted Construct 2009. In the middle of some very difficult times for our industry, the event by all accounts was a huge success for our Chapter and for Institute. The work of our Chapter members to plan and execute this event was *(continued on page 3)*



both considerable and gratifying. However, in all fairness, it left us with a bit of a "hang over". With the annual Bud Reed Memorial Golf Outing occurring during Construct, we had broken tradition and there was no July outing.

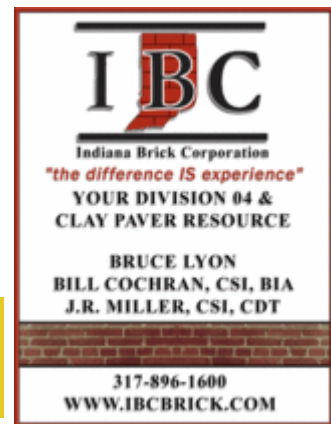
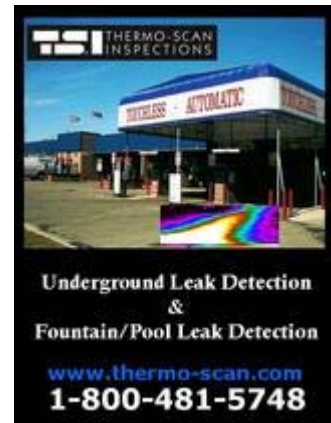
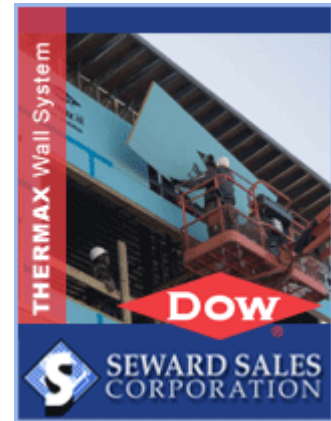
August brought the Chapter some well deserved awards at the Great Lakes Region conference in Perrysville Ohio. It did not take long for the Chapter to ramp up to the task of our annual Trade Show in September. Again in the mist of difficult financial times and needing to compete for exhibitors who had attended Construct, the Chapter conducted a successful trade show with strong attendance and only a few less exhibitors. Take two aspirin and volunteer for the trade show and the hangover was cured.

Month after month the Chapter provided quality \monthly programs and educational seminars. By December we were all ready to celebrate the Holidays with a fantastic celebration attended by ninety four members and guests. Good food, company and entertainment made for a memorable evening.

Members continued to work behind the scenes to finalize the creation of the CSI Indianapolis Education Foundation and in March we were ready to elect not one, but two boards. One for the Chapter and one for the Foundation. Again dedicated members of the Chapter rose to the challenge and three new Chapter Board members were elected and seven new Foundation Board Members were also elected.

More committee meetings, new member orientation Chapter meetings and we are to spring. Another trade show to plan, golf outing and a Chapter meeting in April that included a tour of the new JW Marriott Hotel complex. Again behind the scenes Chapter members are working toward a memorable celebration to honor the 50th anniversary of the founding of the Indianapolis Chapter CSI. This event to be held at the JW Marriott one year after our tour of the facility, April 28, 2011. Please mark your calendar.

May brought Construct 2011 in Philadelphia an excellent learning and networking opportunity. At the annual meeting of Institute the Indianapolis Chapter received our Bronze outstanding Chapter Award. At this meeting I was honored to sit with Gerard Reed from the Detroit Chapter who was inducted into the College of Fellows at this convention. Mr. Reed shared with me the history of the Detroit Chapter and the rivalry between Indianapolis and Detroit. Today the City of Detroit and thereby the Detroit Chapter is only a shadow of what it once was. It is a lesson that all of us should be mindful of. While visiting for Construct 2011, I must say that downtown Philadelphia is fantastic. However, they have nothing over downtown Indianapolis for hosting (*continued on page 4*)



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a convention. I will say Reading Terminal Market was impressive. Let us hope that the Mayor is successful in duplicating that vibrant atmosphere in our city market.

Now we are in June. The Chapter Awards Banquet will be on the 17th and it will be an opportunity for me to formally thank all of you who helped the Chapter remain at the top of CSI Chapters in the country.

Finally, this month's photo taken at the awards event during Construct 2011 is my accepting the Outstanding Chapter Award on behalf of the Indianapolis Chapter. The award is being presented by Institute President Michael Davis.

I look forward to seeing you at our Annual Awards Banquet on the 17th and please feel free to e-mail me at pmcmullan@thermo-scan.com or call me at (317) 846-4655 to discuss any suggestions, complaints, and other comments about our Chapter. Thank you.

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TRADE SHOW EXHIBITOR REGISTRATION IS OPEN!

SIGN UP TODAY!

Trade Show Committee



Date: 09/16/2010
 Location: Riverwalk Banquet Center

Attention Industry Members!
 Registration for exhibitors at this year's trade show is open and accepting booth reservations. As many of you know, the

Indianapolis Chapter is well known for the quality of its Trade Show. In these tough times, we feel it is important to maintain contact with those professionals that need your products and services.

Over the past 33 years, the Indianapolis Chapter CSI has established the CSI Trade Show as the most comprehensive and well-attended Construction Product show in Central Indiana. With annual attendance of over 400 Architect, Interior Designers, Specifiers, Engineers, Facility Managers and other professionals in the design and construction industry. It is the one show in Indianapolis you don't want to miss. Boothspave at last year's show was in high demand. Don't be left out - register today!!!

For details and registration... click [here](#).




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2010 BUD REED MEMORIAL GOLF OUTING

An annual tradition!

Golf Committee

Date: July 29, 2010
 Location: Bear Slide Golf Course

The 22nd Annual Bud Reed Memorial/ Scholarship Golf Outing this year will be on July 29, 2010 at Bear Slide Golf Course. You can learn more about this great "hybrid" course here.. This is a tremendous opportunity to showcase your company and keep your name in front of the Owners, Architects, Engineers and Specifiers driving the Indianapolis Construction Market. Please join us by sponsoring this event. You will not only support our industry, but impact the lives of our future decision makers through the CSI Scholarship Trust.
 Golfers: Get your team registered now!

For details and registration of your GOLFERS... click [here](#).

For details on how you can become a SPONSOR... [click here](#).



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GREAT LAKES REGION CONFERENCE EARLY BIRD REGISTRATION REMINDER

Chapter Ambassador

Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA

GREAT LAKES REGION CONFERENCE EARLY BIRD REGISTRATION REMINDER

Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA Chapter Ambassador

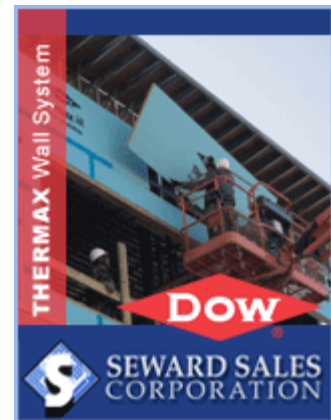
Early bird registration for the 2010 Great Lakes Region Conference will end June 30, 2010. After that date the registration cost increases. The Conference is July 22, thru July 24, 2010 in Columbus, Ohio. Registration is available on the Columbus, CSI Chapter Website. Also, several e-mails have been sent to members of the Great Lakes Region to remind everyone about the Conference with links to the registration site.

The Conference Hotel is the downtown Columbus, Hyatt Regency Hotel at a special rate. The Conference Registration Site has links to the Hotel Registration Site.

The Region Conference is an excellent place to receive training for those assuming or thinking about various chapter offices. It is also a great way to view the downtown of a great city and see other members of the Great Lakes Region. Education Seminars will be given on both days for Continuing Education Credits. A gala will be held in the Ohio State Capital Rotunda on Friday evening for an extra charge where various Region Awards will be awarded.

Reimbursement of Conference expenses is available to those eligible.

TIME IS RUNNING OUT, SO DO NOT DELAY REGISTERING FOR THE CONFERENCE!





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CONVENTION REIMBURSEMENT REMINDER

Chapter Ambassador

Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA

CONVENTION REIMBURSEMENT REMINDER

*Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA
Chapter Ambassador*

Those that attended CONSTRUCT 2010, CSI's Annual Convention held in Philadelphia, PA, and desiring to be reimbursed for their expenses need to note the following guidelines established as Chapter Policy for many years.

Reimbursement costs include: Convention registration, transportation costs (mileage to be determined by the current IRS guidelines), and lodging. No meals are to be paid by the Chapter.

In order to be reimbursed for expenses in attending the Convention the following requirements need to be followed:

1. The attendee needed to notify the Chapter Ambassador of their attendance at the Convention. I have a list of those Indianapolis Chapter members that registered with me before the Convention.
2. The attendee must have attended the Great Lakes Region Caucus Meeting which was held on Thursday, May 13, 2010. I have a list of those Indianapolis Chapter members that attended that meeting.
3. The attendee must have attended at least two educational seminars during the Convention. The seminars include educational sessions, tours, tradeshow/product floor, and other sessions held by various manufacturer's present at the Convention.

(continued on page 9)

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4. The attendee must prepare an electrically written report (minimum 500 words) suitable for inclusion in the Chapter's Newsletter to the Chapter Ambassador of one of those sessions. The Ambassador shall receive the written report within forty five days from the conclusion of the Convention. The Convention ended on May 14, 2010 which means the articles need to be submitted no later than June 29, 2010. (Chapter Officers with a line item do not need to submit a report).
5. Submit original receipts for expenses as outlined above and tallied on the Chapter's official expense report form as downloaded from the Chapter's web site. The Chapter Ambassador must receive all documentation within forty five days from the conclusion of the Convention.

Reimbursement can only be made from those satisfying all the above items. The Chapter has established an amount of money to be evenly divided among those eligible participants. It may not cover all of a participant's expenses.

Any questions should be addressed to me, Jack Morgan (317-508-4516 - morwalsop1@att.net).

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CERTIFICATIONS QUIZ

Indianapolis Chapter CSI Quizmaster

Jack P. Morgan, CAI, CCS, CCCA, MAI, AIA

CERTIFICATION QUIZ

*Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA
Indianapolis Chapter Quizmaster*

1. The general clauses that establish how the Project is to be administered are known as:

- a. Conditions of the Contract
- b. General Conditions
- c. Supplementary Conditions
- d. Addenda

2. The construction subcontracts:

- a. Are the Contracts between the Owner and the Contractor
- b. Are the Contracts between the Owner and the Construction Manager
- c. Are the Contracts between the Contractor and the A/E
- d. Are the Contracts between the Contractor and the subcontractors.

3. During the Procurement (Bidding) process:

- a. Bids may be discussed before the set time of their opening.
- b. Subcontractors may not use Bid Depositories
- c. The Contractor should expect his potential subcontractors to review *(continued on page 11)*

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those plans available in plan rooms.

d. The bidder should be allowed to withdraw his or her bid before the specified time for receipt of bids.

4. General and Supplementary Conditions must have the approval of which of the following?

- a. Owner and Owner's counsel
- b. Owner and Contractor
- c. Owner, Architect/Engineer, and Contractor

5. If a Division is not used in a Project Manual, the specifier should:

- a. List the Division number with words "Not Used"
- b. Omit the Division title
- c. Neither a or b

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Ralph R Pitman, Jr CSI





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SUCCESS STORY

Milestone Birthdays!

Sheldon Wolfe

We are approaching the fiftieth anniversary of the publication of two seminal documents for the construction industry: "A Tentative Proposal for a Manual of Practice for Specification Writing Methods", and "The CSI Format for Building Specifications". The first led to the publication of CSI's first Manual of Practice (eventually becoming the Project Resource Manual), the second to MasterFormat.

Although MasterFormat is more widely known and used, the original Manual of Practice (MOP) embodied the essence of CSI's raison d'être - clear communication in construction documents. Along with MasterFormat, the MOP provided impetus for CSI's growth through the end of the twentieth century, as design professionals across the country sought to improve their specifications. Despite its relative obscurity, I believe the MOP's significance was second only to MasterFormat and AIA's contract documents in the world of building construction.

In 1947, the founders of the Construction Specifications Institute expressed five goals for the new organization:

- * Standardization of building codes
- * Better specification writing
- * Simpler specifications
- * Standardization of specifications for public works
- * Greater efficiency and cost effectiveness throughout the industry

Let's look at how these goals are related to the Manual of Practice and MasterFormat. Standardization of building codes

Other than the basic principles of "say it once" and the four Cs, the Manual of Practice and MasterFormat appear to have little relevance to building codes. I don't know how much impact CSI or its members had, but some progress toward standard building codes was made with the introduction of the IBC. The result is somewhat misleading, though; most of the US has adopted the IBC, but virtually every state and locality has modified it.

Better specifications

In my first job as a specifier, I worked at the University of Minnesota, which has an excellent records department. While there, I was often thankful for the University's extensive record documents, including those for several buildings built in the late nineteenth century. Even that far back, most of the project manuals I looked at were well organized and easy to interpret. However, by current MOP standards, they had a number of deficiencies.

(continued on page 14)

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Document organization was not universal. The location of similar information varied from one project manual to the next, sometimes even when the project manuals were produced in the same office. Also, there was some tendency toward stream of consciousness specifying. The specifications might start with masonry, go on to carpentry, return briefly to masonry to specify mortar, and so on.

The 1964 publication of "The CSI Format for Construction Specifications" marked the beginning of a move toward standard organization of information. Today's nearly universal acceptance of MasterFormat clearly makes it easier to prepare and interpret construction documents. Simpler specifications

The MOP offered a comprehensive, logical way to organize and prepare construction documents that was based on two concepts: say it once in the right place, and say it correctly. In other words, communication in contract documents is most effective when sentences are simple, all necessary facts are included, and irrelevant material is excluded.

You likely learned the first from your parents, though they probably said "A place for everything and everything in its place." In documents that comply with the MOP, every requirement is stated in a specific location, which makes it easier for both the writer and the reader to find the information they need.

The second is expanded in the famous "four Cs" - clear, complete, concise, and correct. Another way these can be expressed is, "Say exactly what needs to be said - no more, no less - in a way that can be easily understood." This should be nothing new to those who are familiar with Strunk and White's *The Elements of Style*, a standard reference for writers of all persuasions. Standardization of specifications for public works

The founding members were, according to CSI, primarily "architectural specifications chiefs from various government agencies" who "discussed problems that resulted from non-uniform construction document policies." We must admire their audacity in setting standardization of public works specifications as a goal. Had they been successful we would enjoy the benefits of standard specification format and content throughout the country, and neither specifiers nor bidders would have to try to puzzle out what each government agency is trying to say. Unfortunately, this goal has not been achieved, and, despite all the improvements that have resulted from CSI's standards in other areas, government agencies remain the worst violators of the principles established by the Manual of Practice.

(continued on page 15)





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Typical government bidding requirements ignore the difference between bidding and contract documents; use a variety of terms interchangeably; scatter bidding requirements casually through the advertisement for bids, instructions to bidders, and bid forms; and include non-biddable policy statements and goals, and extensive excerpts from various laws and statutes; all with the unrealized intent of saving the poor taxpayer a few bucks - at least for the initial contract amount.

Those who interpret the rules seem to have trouble understand the meaning of "responsive, responsible bidder" and quickly back away from any threat of legal action. Bids are not required by law to be evaluated solely on the basis of low bid, yet that appears to be the most common means of evaluation.

Greater efficiency and cost effectiveness throughout the industry

This has been one of CSI's great successes, due in part to its Format series documents, and in part due to its expansion throughout the country in the late twentieth century. Although there has been little success in bringing uniformity or simplicity to public sector documents, the rest of the industry has demonstrated acceptance and support of CSI standards. In the US and Canada:

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- * All major master guide specifications are based on MasterFormat and SectionFormat.
- * The vast majority of design firms use MasterFormat and Section format.
- * Manufacturers produce literature with MasterFormat numbers prominently displayed on brochures, binders, and technical information.
- * There has been a great increase in the number of manufacturers offering guide specifications based on MasterFormat and SectionFormat.

It is hard to imagine doing business without the pervasive effect of CSI, and virtually impossible to estimate the effects on efficiency and cost that result from industry-wide acceptance of the Manual of Practice and MasterFormat. Without CSI's unifying influence, there might be several standards for writing specifications - or none at all. There might also be many filing methods; one office might file product literature by manufacturer's name, another by product name, and yet another by type of product. Some specifiers would begin their sections with a schedule, some with a list of products, and others with code information. And manufacturers would be less likely to present information in a common format, or to offer easily usable guide specifications.

Looking ahead

Although the wide implementation of CSI's Manual of Practice and Formats documents has been *(continued on page 16)*



successful, work remains to be done, especially in the public sector. CSI should encourage government agencies to standardize and improve their construction documents through adoption of the principles of the Manual of Practice, and to encourage building code officials to learn and understand the organization of contract documents.

CSI got off to a great start; let's build on it!

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SPECIFYING MORTARS AND GROUTS

Using ISO 13007 from ANSI

Edmund Brown, CSI, CCCA

I attended a seminar on specifying mortars and grouts while at Construct 2010. In general, dealing with mortar and grout specifications tends to be very annoying, because most of the time designers, specifiers, and contractors use the ANSI standards, which is very common. But it turns out that, for example, ANSI A118.4 for latex modified thin-set mortar is the lowest standard that provides the lowest level of performance. It has been difficult to evaluate a mortar submittal for the correct tile application since the ANSI standards can be used for a variety of products. There needed to be a simpler method of specifying mortars and grouts based on tile performance and demand.

ISO 13007 standards was developed as a simpler, more universal method of specifying the correct product for the right tile and stone installations. ISO 13007 standards are used globally to specify the right grout for the right application. As a result, submittals and substitutions can be evaluated easily without any vague language. Contractors can bid projects more accurately and limiting liability. An owner can have confidence that their product can benefit from a correctly applied mortar, resulting in a long lasting product. A couple of trends in the tile industry that drove this change to ISO 13007 includes the expanded use of large format tiles up to 48"x48", as well as a decrease quality of substrates due to rising construction costs, resulting in greater liability for the designer.

Under ISO 13007, products are classified according to its chemical nature and performance characteristics. Within each classification are individual product performance characteristics. The following are the ISO 13007 material classification:

- * C = cementitious adhesives (mortars)
- * D = dispersion adhesives (mastics)
- * R = reaction resin (epoxies)
- * CG = cementitious grouts
- * RG = reaction resin grouts (epoxy & urethane)

C, D, and R classifications refer to adhesives. CG and RG refer to grouts.

Type C mortar has two classes, 1 for normal and 2 for improved. C1 mortars (tensile adhesion strength more than 72.5 psi) would be used for interior concrete, ceramic tile, and rigid surfaces. C2 mortars (tensile adhesion strength of more than 145 psi) would be used for C1 applications as well as high traffic areas and freeze-thaw climates. Additional characteristics can be used in specifying type C mortars dealing with performance. For example type C1F refers to a cementitious normal mortar that is fast setting.

(continued on page 19)

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Type D adhesives are known as mastics or ready to use dispersion adhesives. This type also has two classes, 1 for normal and 2 for improved. D1 adhesives (shear adhesion strength of at least 145 psi) are mainly used in dry areas and interior commercial & residential walls. Type D2 adhesives improved mastics are mainly used in interior wet areas such as bathroom surrounds. There are additional characteristics that can be added for fast drying and slip resistance.

Type R adhesives are known as epoxies & urethanes. They are mainly used for difficult to bond tile. R1 adhesives are used for moisture sensitive stones and chemical resistant applications. Type R2 adhesives are mainly used in RI applications as well as exposure to higher temperature areas, such as hot tubs and steam showers. There is only one special characteristic that can be added to this adhesive type, slip resistance.

Type CG grouts have two classes, 1 for normal and 2 for improved. CG1 grouts are used in areas where there are no extreme temperature changes. It is also used in ceramic & porcelain tile installations such as shower walls & floors. CG2 grouts are used in areas subjected to prolonged moisture exposure, thermal shock, high traffic areas, and commercial industrial applications. There are additional characteristics that can be added based on water absorption, abrasion resistance and fast setting time.

Type RG grout has only one class. It is used primarily in industrial installations, food processing areas, chemical resistance and areas of higher temperature exposure. Its special characteristics include higher performance than improved cementitious grouts.

In applying ISO 13007 standards, both ANSI standards and ISO 13007 standards must be specified. The following line must be added to the list of reference standards in Section 09 31 00 - Tile:

- * ISO 13007: International Standards Organization; Classifications for Ceramic Tiles – Grout and Adhesives
- * Example: ISO 13007; RG = reaction resin grouts
- * Example: ISO 13007: C1P2 = Normal cementitious mortar with improved plywood adhesion

The ISO 13007 standards will be added in the next addition of the TCA Handbook. These standards should insure that owner gets a long lasting product. The architect will be able to evaluate submittals easily and with less ambiguity.

Reference:

- * Don L. Miller, CSI, CDT, CTC, Mapei Corp.
- * www.ISO.org



MAY PHOTOS

Ralph R Ptman, Jr CSI





CHAPTER PHOTOS

Ralph R Pitman, Jr., CSI, CDT

Indianapolis Chapter CSI



The Indianapolis Chapter of CSI is fast approaching its 50th Anniversary in 2011. What I'd like to do is archive our history in picture for posterity. I have been taking pictures for the chapter for a short time now and need your help. What I'm looking for are any and all photos that have been taken since the beginning of the Chapter. It doesn't matter if they are old black & whites or new digitals, we need them all. All photos submitted to me will be scanned and returned or you could

scan them and send me a disk.

If anyone can help locate all the pictures taken during the SpecSource days that would be a start. I have started using the new scanner this month. All of one carousel of slides and uploaded them. I have added captions to some of the pictures but need your help. I you will please add a comment letting me know who is in the picture, when it was taken, and where it was taken. You can also let me know if a slide needs to be deleted. The scanner will also allow me to scan negatives and old photos and clean them up.

Below is a NEW link to all the pictures I have collected so far, 110+ galleries. Stop by and leave a comment about who's in the picture or where it was taken.

Please see me at the monthly meetings or contact me at Sebree Architects, Inc., via e-mail at rpitman@sebreearchitects.com make sure to put 'Old Pics' in the subject line or at (317) 272-7800.

<http://picasaweb.google.com/csiindy>



TABLE TOP PRICES

Indianapolis Chapter CSI

Ralph R Pitman, Jr., CSI, CDT



The Indianapolis Chapter of CSI is accepting reservations for Table Tops for upcoming Chapter meetings. The list of programs for upcoming Chapter meetings is published in this newsletter, the web site, or contact Program chairman Jack Morgan, so if you would like to target a particular meeting, make sure to get your reservation in early. We do have a limit of four spaces available for Table Tops in a standard meeting room and 10 if we have a double room.

Table Tops are an opportunity to promote your company, products,

or services to all attendees of our regular chapter meeting during the social hour. There is a maximum of 20 minutes for Table Top presentation at a regular Chapter meeting. You have the floor for maximum of five minutes during the dinner to communicate to the entire group if there are four presenters. If there is a greater demand, the 20 minutes will be divided by the number of presenters and rounded down to the nearest 30 seconds.

The Table Top presentations are FREE, one time, to new members, and cost current Indianapolis Chapter members only \$75. Non-members get the same opportunity for \$125. A 30 by 60 table with a cover and skit will be included. All proceeds go to support the Chapters Education Fund. Another opportunity for a Table Top is during an Education Seminar. The cost is if you combine it with the Chapter meeting and Education Seminar the cost would be \$100 for current members and \$150 for non-members.

If you would like to schedule a Table Top for a future meeting or seminar, contact Ralph Pitman, Sebree Architects, Inc., via e-mail at rpitman@sebreearchitects.com (317) 272-7800 or Matt Maier at mmaier@edgewoodbuildingsupply.com (317) 846-6060 make sure to put 'Table Top Request' in the subject line

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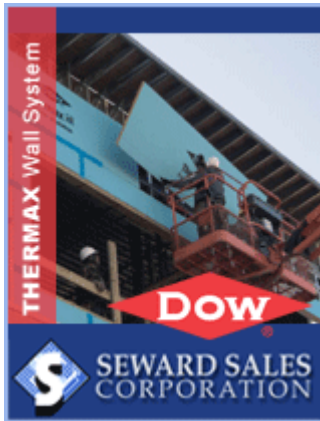
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INDIANAPOLIS CHAPTER CSI APRIL BOARD MEETING MINUTES

April 8, 2010

Robin Leising - Secretary

InterDesign, 141 E. Ohio Street, Indianapolis

Attendance: Jack Morgan, Pete Kerfoot, Andy Meiring, Robin Leising, Blake Wagner, Edmund Brown,

Mark Smith, Kathy Bultman, Cheri Longerbone

Excused: Phil McMullan, Scott Bays, Ralph Pitman, Bill Cochran

Guest: Kent Hughes, Jami Spice, Andy McIntyre

Indianapolis Chapter Board Meeting called to order 6:16 pm

1.0 – Review Meeting Minutes of previous Meeting: Leising

1.1 The Board approved the minutes as corrected. (Morgan/Brown) Motion Passed.

2.0 – Treasurer's Report:

2.1 Review bills and budget. Meiring

2.1.1 Review bills to be paid. Submit for audit.

3.0 – Committee Reports:

3.1 Academic Affairs/Student Affiliate: Kerfoot

3.1.1 Going to have a student competition at our Tradeshow. Discussion

3.1.2 BSU is preparing to teach the CDT classes for technology students.

3.2 Awards: Leising

3.2.1 No Report.

3.3 Certification: Morgan

3.3.1 Certification exams took place last month. Several people passed various exams.

3.3.2 Study sessions for Fall exams will begin in August.

3.4 Communications: Cochran/Wagner

3.4.1 No report.

3.5 Education: Brown

3.5.1 The March 18th, 2010 seminar had 34 attendees. Received good feedback from the attendees.

3.5.2 There will be no May seminar.

3.5.3 September Tradeshow seminar is still being finalized. Discussion.

3.6 Golf Outing: Cochran/Meiring

3.6.1 This years golf outing will be July 29th, 2010 at Bearslide. Discussion.

3.7 Tradeshow: Bultman

3.7.1 First meeting will be on April 16th, 2010. Registration flyers have gone out to exhibitors.

3.8 Membership/Orientation: Bays

(continued on page 24)





- 3.8.1 No Report.
- 3.9 Programs: McIntyre
 - 3.9.1 April 2010 AIA joint meeting tour of the JW Marriot. Discussion
 - 3.9.2 May 2010 Topic on metal corrosion. Looking into using Monkey Survey to receive feedback on monthly meetings.
 - 3.9.3 June 2010 Awards Banquet.
 - 3.9.4 July 2010 is still open. Looking at several potential topics.
 - 3.9.5 August 2010 program on daylighting joint with USGBC.
 - 3.9.6 September 2010 tradeshow.
 - 3.9.7 October 2010 Tour of the new Indiana Convention Center.
 - 3.9.8 November 2010 AWI seminar and program.
 - 3.9.9 December 2010 Holiday Party.
 - 3.9.10 Phone tree on next weeks tour.
- 3.10 National Convention / Region Conference Morgan
 - 3.10.1 National Conference will be in Philadelphia, Pa. in May. Registration is open online.
 - 3.10.2 Region Conference will be in Columbus, Oh. on July 22-25.
- 3.11 CSI Indy 50th Anniversary: McMullan
 - 3.11.1 Locations are being determined. Locations will be toured next month. Discussions
 - 3.11.2 Looking at April 2011 for this event.
- 3.12 Special Events: Smith
 - 3.12.1 Summer outing is scheduled for Saturday August 14th, 2010.
 - 3.12.2 Awards Banquet will be June 17th, 2010 at the Columbia Club.
- 3.13 Table Tops: Pitman/Wagner
 - 3.13.1 None schedule for this month as of now, but have had several inquiries.
- 3.14 Technical: Longebone
 - 3.14.1 Institute requesting help from the Regions and Chapters to create a International Construction Terminology Database.
 - 3.14.2 Reviewing drafts of the Project Guides (replacement for PRM). Will be recruiting from Chapters to assist.
- 4.0 – Old Business:
 - 4.1 Award Pins – Perfect attendance recipients need to give pins to Dan McCloskey.
 - 4.2 USGBC Learning Units – Will not be participating in providing these units due to cost.
- 5.0 – Tabled / In-Progress Business (No discussion Needed):
 - 5.1 By-Laws – In Process – Don Amt has typed up revisions that will compare to *(continued on page 25)*





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Institute. Needs to go to Institute for review before it goes to the membership. Get together with a larger committee to review and review.

5.2 Policy Manual / Administrative Guide

5.2.1 Posting of current document – In Progress

5.2.2 Review of separating Policy Manual from Administrative Guide – In Progress

6.0 – New Business:

6.1 Welcome new board members.

6.2 Officer Elections FY 2010-2011

6.2.1 President Elect – Nomination for Pete Kerfoot – nominations closed (Leising/Meiring). Cast vote for Pete Kerfoot to be President Elect.

6.2.2 Vice President – Nomination for Scott Bays – nominations closed (Meiring/Brown). Cast vote for Scott Bays to be Vice President.

6.2.3 Secretary – Nominations for Ed Brown and Robin Leising – nominations closed (Meiring/Spice). Robin Leising won the vote to be Secretary.

6.2.4 Treasurer – Nominations for Andy Meiring and Ed Brown. Ed Brown has declined nomination – nominations closed (McIntyre/Leising). Cast vote for Andy Meiring to be Treasurer.

7.0 – Next Meeting: May 6, 2010 InterDesign

Adjournment: 7:31 pm

Attachments: Board Meeting Agenda April 2010

Treasurer's Report April 2010

Respectfully Submitted, Robin Leising, Secretary, Indianapolis Chapter CSI

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CERTIFICATION QUIZ ANSWERS

Indianapolis chapter CSI Quizmaster

Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA

CERTIFICATION QUIZ ANSWERS

*Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA
Indianapolis Chapter CSI Quizmaster*

ANSWERS: 1. -a; 2. -d; 3. - d; 4. - a; 5. - a
(June 2010, The Winners Circle-Electronic)

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NEWSLETTER SUBMISSIONS

Editorial content for future monthly communications, whatever form they may take, should be emailed to Scott Perez at sperez@fulcrum-studios.com or a disk mailed to: Indianapolis Chapter CSI; Box 20802; Indianapolis IN 46220



Knowledge for Creating
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The Construction Specifications Institute advances the process of creating and sustaining the built environment for the benefit of the construction community by using the diversity of its members to exchange knowledge. CSI members include architects, engineers, specifiers, interior designers, contractors, building owners, facility managers, and product manufacturers and representatives. Its long history of industry-wide membership has resulted in improved communication and unprecedented teamwork to develop innovative products and services of benefit to all involved.

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