



To advance building information management
and education of project teams
to improve facility performance

The Construction Specifications Institute

Indianapolis Chapter CSI ♦ Box 20802, Indianapolis, IN 46220 ♦ www.csiindy.org ♦ Established 1961

December 6, 2012

**Indianapolis Chapter CSI Board Meeting
Drewry Simmons, 736 Hanover Place, St. 200, Carmel, IN 46032.**

Attendance: Pete Kerfoot, Edmund Brown, Kent Hughes, Andy McIntyre, Jami Spice, Susan Simon, Andrew Huehls, Scott Bays, Ariel Su, Chris Drewry, Chris Hughes
Excuses: John Arnold and David Young

Indianapolis Chapter Board Meeting called to order 6:38 PM

- 1) **Review Meeting Minutes of previous Meeting:** **Spice**
 - a) The Board approved the minutes. (**Brown/K. Hughes**) Motion Passed.
- 2) **Treasurer's Report:** **Drewry**
 - a) Reviewed and approved November Treasurer's report(**Simon/Young**)
 - b) Motion to approve \$2,000 to be transferred to the Foundation (**Kerfoot/C. Hughes**) Motion Passed.
 - c) Paypal Discussion
- 3) **President's Report:** **McIntyre**
 - a) Dec 17 Holiday Party
 - b) TAP (Trade Associate Professionals) 3rd annual meeting January 23, 2013 at Indiana Landmarks. The group honors a Trade professional for a Lifetime Achievement Award. Board will review next October to nominate someone from CSI for the 2013 award.
 - c) Eastern Engineering meeting. Traded membership to have print services available
 - d) Meeting with CMT next week December 28 to start the marketing program again in January
- 4) **Committee Reports:**
 - a) **Growth:**
 - i) Academic Affairs: **K. Hughes**
 - (1) No report
 - ii). Membership Retention and Membership Outreach: **Young**
 - (1) 197 members down 2
 - (2) November 19th last meeting. Interviewed Greg Miller from Arc Design to get feedback on membership
 - (3) New CSI business card to hand out to potential members
 - iv.) Technical: **K. Hughes**
 - (1) No report
 - A.) **Events:**
 - i.) Programs: **Brown**
 - (1) Meeting Monday December to discuss Gleaners participation
 - (2) January: NFPA 285 Fire Test for Exterior Walls. John Arnold will handle the metal wall panel portion
 - (3) February: Forensics of Building Envelop Failures. Greg Susemichel/American Structure Point is referred
 - (4) March: Panel Discussion on Paints standards applications low VOC etc
 - (5) April: Brian Schmedt HSE will discuss plans for school going college prep. \$50-100M investment. CEFPI might also participate
 - (6) May: Reflective Insulation and Radiate Barriers. Rima International.
 - (7) June: Awards banquet
 - ii.) Education: **Brown**
 - (1) CEU Discussion
 - (2) Meeting on Monday to discuss new programs
 - iii.) Golf Outing: **C. Hughes**
 - (1) Date reserved for May 2 Golf Club of Indiana. Building a new club house and renovating Pro Shop
 - (2) Soliciting for more door prizes this year
 - (3) Committee meetings start in January
 - iv.) Trade Show: **K. Hughes**
 - (1) No report
 - v.) Special Events **Huehls**
 - (1) No report
 - B.) **Administration:**
 - i.) Advertising/Sponsorships; **Spice**
 - (1) Met with Blake Wagner and Dan McCloskey
 - (2) updated information on the website
 - (3) received email from Air Barrier Institute to advertise in newsletter and website
 - (4) start telemarketing campaign next week
 - ii.) Awards: **Bays**
 - (1) No report



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| iv.) | Certification:
(1) No report | Spice |
| v.) | Roster:
(1) Matt Nordloh is the new chair | Simon |
| vi.) | Communications:
(1) no report | Arnold |
| vii.) | Education Foundation:
(1) Partnering with Thermoscan for annual Phil McMullan scholarship | Kerfoot |
| viii.) | Table Tops:
(1) 3-4 scheduled for January meeting | McIntyre |

5.) Old Business:

- a.) No report

6.) Tabled / In-Progress Business:

- a.) no copy submitted yet for Board to review

7.) New Business: Tradeshow. Riverwalk has informed Andy that there is a slight increase in fee. We will not be using the Lodge in 2013 the seminar is moving inside main building. Deposit due Dec 21, 2012. Pete and Andy will compare prices from last year before sending deposit. Motion to table the decision on location of the September Tradeshow until the January board meeting. **(Huehls/K Hughes)** Motion passed

8.) Next Meeting: **Thursday, January 10, 2013 at Drewry Simmons, 736 Hanover Place, St. 200, Carmel, IN 46032**

Indianapolis Chapter Board Meeting was adjourned at 8:36 PM.

Attachments: Board Meeting Agenda December 2012
Treasurer's Report, November 2012

Respectfully Submitted, Jami Spice, Secretary, Indianapolis Chapter CSI