



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

February 12, 2015

**Indianapolis Chapter CSI Board Meeting
Brenner Design, 620 N Delaware Street, Indianapolis**

Attendance: Christine Walter, Joel Young, Kent Hughes, David Young, Andrew Huehls, Edmund Brown, Joyce White, Ralph Pitman, Susan Simon, Gene King
Excused: Jeremy Hoffman, John Arnold, Ariel Su,
Absent:

Indianapolis Chapter Board Meeting called to order_6:37__PM

- 1) **Review Meeting Minutes of previous Meeting:** **Hoffman**
a) Reviewed the January meeting minutes. Motion to Accept as amended **(White/King) Motion Carried**
- 2) **Treasurer's Report:** **Huehls**
a) Reviewed Chapter's current holdings
b) Update about cancelling credit card processing fees
c) No membership dues checks have been received for several months due to issues with National
- 3) **President's Report:** **D. Young**
a) The deficiency in the DSV contract sponsorship is being paid. They still owe another member, but will be providing an article for the next newsletter
b) Mike Halstead is taking over the Chapter's monthly newsletter
c) Review of Committee Chairs
d) Looking for a Public Relations Chairman – Ralph Pitman has accepted this position
- 4) **Committee Reports:**
- a) **Growth:**
- i) **Academic Affairs:** **J. Young**
(1) Attended the BSU Job Fair on February 11th, collected contact information for 20-30 students to follow up with
(2) There are still some adjustments that need to be made to the Student Sponsorship fund Policy prior to approval.
- ii) **Marketing:** **Su**
(1) Vinnie is working of the draft "Education and Programs" video. It will be ready for review this evening.
(2) Henry is working on the outline for the final 3-part series on the topic of "The Life of a Project"
- iii). **Membership Retention and Membership Outreach:** **White**
(1) Membership currently stands at 205
(2) 4 new members in January
(3) 45 members show as having expired memberships; this may be due to National's computer/database issues
(4) Need to speak with committee about registration process
- iv.) **Technical:** **K. Hughes**
(1) No Report
(2) This is a committee of 1, and has had no report for several months. Discussion about role and expectations of this committee
- b) **Events:**
- i.) **Programs:** **Walter**
(1) February – LEED V4
(2) March - New Members
(3) April – ICRI – Concrete
(4) May – Orangutan Exhibit
(5) June – Awards Banquet
(6) July – Quarter Sawn Wood
(7) August – Mock Trial
(8) September – Trade Show
- ii.) **Education:** **Hoffman**
(1) No report
- iii.) **Golf Outing:** **Hughes**
(1) Chris Hughes and David Fryman were invited to the Board meeting. Neither was able to make it.
(2) No response has been received to requests for follow-up information about last year's outing.
- iv.) **Trade Show:** **Young**

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- (1) Brian Detty has agreed to co-chair with Andy McIntyre.
- v.) Social Events **Hughes**
- (1) Kent Hughes has taken over this committee
 - (2) Orangutan Exhibit with the Indianapolis Zoo to tie in with the planned program (David and Kent)
 - (3) Considering a wine tasting event
- c) **Administration:**
- i.) Advertising/Sponsorships; **Su**
 - (1) No report
 - ii.) Awards: **Brown**
 - (2) Next meeting is 2/24; no new updates
 - iii.) Certification: **Huehls**
 - (1) National's site for exam registration is still down
 - (2) We understand 15 students are hoping to register for the exam
 - iv.) Communications: **Arnold**
 - (1) Mike Halstead is the new editor
 - v.) Education Foundation: **Brown**
 - (1) No Report
 - vi.) Table Tops: **Hughes**
 - (1) 3 Table Tops last month
 - (2) A few table tops are being lined up for future meetings
 - vii.) Nominating Committee: **Brown**
 - (1) Evaluating potential nominees
 - viii.) Great Lakes Region: **Young**
 - (1) Bi-Region in Chicago 7-9 May
 - (2) Leadership Web Presentations
- 5.) **Old Business:**
- i.) Policy Manual/Administrative Guide:
 - (1) Ralph has a binder of historical documents that have been found regarding policy manual and administrative guide.
 - (2) Gene King is generating an electronic version of these documents from scans of these files.
 - (3) An updated policy manual and administrative guide will be distributed to committees and the Board to use as guidance going forward for the Chapter.
- 6.) **Tabled / In-Progress Business:**
- a) Golf Outing Profit / Loss – Andrew is working on this
 - b) Chapter Charter. Where is it - Scott Perez couldn't find it. The Fleck family does not have it; it appears to be unrecoverable. Discussion about getting the Charter replaced.
 - c) GLRC \$9,696.22 Profit allocation
 - (1) Motion to distribute \$2,000 of funds from the GLRC Profit to sponsor Society of Student Constructors' 2015 Alternate Spring Break for Katrina Relief , and apply the expenditure to Budget Item 0901 (**Joel Young/White**) motion carried.
 - (2) Suggested allocations to be considered next month
 - (a) \$2000 to sponsor students to attend Construct and/or GLRC
 - (b) \$2000 to the Education Foundation
 - (c) \$3696.22 to Chapter Marketing Budget
 - d) Chapter history video
 - i) There are productions that have been put together by Ralph that need to be added to the Chapter YouTube Channel.
- 7.) **New Business:**
- a) CEU's/AIA LU's – New Chair Needed
 - b) Mentorship program
 - i) Motion to adjourn (**Hughes/King**) motion carried
- 8.) **Next Meeting:** Thursday March 12, 2015 at Brenner Design, 620 N Delaware Street, Indianapolis

Motion to Adjourn (**Huehls/Pitman**) Motion Carried
Indianapolis Chapter Board Meeting was adjourned at ___9:13___ PM.

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Attachments: None

Respectfully Submitted, Jeremy Hoffman, Secretary, Indianapolis Chapter CSI

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