



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](http://www.csiindy.org) ♦ Established 1961

March 14, 2013

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

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

**Indianapolis Chapter Board Meeting called to order 6:32 PM**

- 1) **Review Meeting Minutes of previous Meeting:** **Spice**
  - a) The Board approved the minutes. ( **D. Huehls/Brown**) Motion Passed.
- 2) **Treasurer's Report:** **Drewry**
  - a) Reviewed and approved January Treasurer's report(**Brown/Hughes**)
  - b) Last 2 meetings attendance has been up 15+ heads
  - c) Discussion
- 3) **President's Report:** **McIntyre**
  - a) Tradeshow Committee meeting at Rathskeller April 5 2013, 11:30.
  - b) Still looking for a Chair for Tradeshow Committee.
  - c) Discussion about Crane Bay new Trade Show venue
  - d) Chapter Board of Director's elections close at next Chapter meeting, March 22<sup>nd</sup>
- 4) **Committee Reports:**
  - a) **Growth:**
    - i) Academic Affairs: **K. Hughes  
Su**
      - (1) No report. IUPUI on Spring Break.
    - ii) CMT:
      - (1) Tom Frank video for Tradeshow at Crane Bay. Once registration is open we will promote video
      - (2) Membership spotlight will be previous or new student scholarship winner
      - (3) "CSI Connect" as an idea for the Tradeshow. Interview/mini seminar to discuss related issues
    - iii). Membership Retention and Membership Outreach: **Young**
      - (1) 192 members
      - (2) Last meeting February 18<sup>th</sup>. 2 new members on committee Ron Love, CSO and Joyce White, Marbaugh. Total of 8 on committee
      - (3) Next meeting Monday, March 18th
      - (4) ISA Tradeshow; no results because not all contacts have been gathered.
      - (5) Discussion on reduced rate for new graduates
    - iv.) Technical: **C. Hughes**
      - (1) No report
  - A.) **Events:**
    - i.) Programs: **Brown**
      - (1) New Education Chair starting in July, Jeremy Hoffman
      - (2) March: Janie Farmer Paint standards
      - (3) April: Brian Smith Superintendent of HSE Schools will discuss school district's plans.
      - (4) May: Reflective Insulation and Radiate Barriers
      - (5) June: Awards banquet
      - (6) July Social Media. Joy Davis, CSI
      - (7) August Prevention thru Design John Lindenschmidt, President, RMS Safety
      - (8) September Tradeshow
    - ii.) Education: **Brown**
      - (1) April possible tour of Wishard Hospital
    - iii.) Golf Outing: **C. Hughes**
      - (1) No report
    - iv.) Trade Show:
      - (1) No Report
    - v.) Special Events: **K. Hughes  
Huehls**
      - (1) No report



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**B.) Administration:**

- i.) Advertising/Sponsorships; **Spice**
  - (1) 2 Platinum level sponsorships so far
  - (2) Waiting for Mapei to commit to Platinum
  
- ii.) Awards: **Bays**
  - (1) Met February 15<sup>th</sup>; Ed, Pete and Scott
  - (2) Focusing on Institute Awards and then Region Awards
  - (3) Next meeting April 1<sup>st</sup>
  - (4) May 3<sup>rd</sup> is Institute deadline
  
- iii.) Certification: **Spice**
  - (1) No report
- iv.) Roster: **Simon**
  - (1) Forward information to Matt that should go into the Roster
  - (2) Board wants proof before printed
- v.) Communications: **Arnold**
  - (1) No Report
- vi.) Education Foundation: **Kerfoot**
  - (1) No meeting in February
  - (2) \$2000 Foundation check received
  - (3) 1<sup>st</sup> Scholarship \$1000, 2<sup>nd</sup> \$750. Reviewing amount to give to Phil McMullen award
  - (4) Winner have been selected
- vii.) Table Tops: **McIntyre**
  - (1) New Chair taking Jeremy Hoffman's place

**5.) Old Business: none**

**6.) Tabled / In-Progress Business:**

a.) Bylaws are still on the table-

**7.) New Business: Everything is going to be changed to the new CSI logo, institute providing 2 banners, 1 free standing and 1 hanging. Chapter responsible for anything else**

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

**Indianapolis Chapter Board Meeting was adjourned at 8:10 PM.**

**Attachments:** Board Meeting Agenda February 2013  
Treasurer's Report, January 2013

**Respectfully Submitted, Jami Spice, Secretary, Indianapolis Chapter CSI**