



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

November 13, 2014

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

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

**Indianapolis Chapter Board Meeting called to order 6:40 PM**

- 1) **Review Meeting Minutes of previous Meeting:** **Hoffman**
  - a) Reviewed the October meeting minutes. Motion to Accept **(Hughes/Brown) Motion Carried**
- 2) **Treasurer's Report:** **Huehls**
  - a) Reviewed Chapter's current holdings
  - b) Discussion about standards for committee chairs and Treasurer to communicate and accurately track event income/expense.
- 3) **President's Report:** **D. Young**
  - a) Intend to encourage each committee chair to update the Chapter Wiki, which was intended to replace the Policy manual and Administrative Guide.
- 4) **Committee Reports:**
  - a) **Growth:**
    - i) **Academic Affairs:** **J. Young**
      - (1) Meet & Greet with students prior to next week's Chapter meeting will start at 4:00
      - (2) Motion to create a new chapter sub-account under the main Chapter bank accounts (called Student Sponsorship Fund) to fund Student sponsorship; signatories to the account are to be same as the main Chapter accounts). **(Huehls/Walter) motion carried.**
      - (3) There are still some adjustments that need to be made to the Student Sponsorship fund Policy prior to approval. These changes will be presented to the Board prior to the next meeting.
    - ii) **Marketing:** **Su**
      - (1) The November Member Spotlight video is being reviewed.
    - iii) **Membership Retention and Membership Outreach:** **White**
      - (1) No report
    - iv.) **Technical:** **K. Hughes**
      - (1) No report
  - b) **Events:**
    - i.) **Programs:** **D. Young**
      - (1) November – Glazing
      - (2) December – Holiday Party
      - (3) January – ICC Code Changes
      - (4) February - Quarter Sawn Wood
      - (5) March - New Members
      - (6) Exploring program on requirements for LEED disclosure of EPD and HPD
    - ii.) **Education:** **Hoffman**
      - (1) No Report
    - iii.) **Golf Outing:** **Hughes**
      - (1) Kent Hughes to follow up with Chris Hughes
    - iv.) **Trade Show:** **Young**
      - (1) Searching for new committee chair
    - v.) **Special Events** **Su**
      - (1) No report
  - c) **Administration:**
    - i.) **Advertising/Sponsorships:** **Su**
      - (1) Committee needs help

**UNITING, CONNECTING, BUILDING . . .**



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

- ii.) Awards: **Brown**
    - (1) Meeting next Tuesday
  - iii.) Certification: **Huehls**
    - (1) No Report
  - iv.) Communications: **Arnold**
    - (1) No Report
  - v.) Education Foundation: **Brown**
    - (1) Logo still in development; to be revealed prior to the January Chapter Meeting
    - (2) Developing additional fundraising campaigns
  - vi.) Table Tops: **Hughes**
    - (1) 2 tabletops last month (one was a new member)
    - (2) None lined up for this month yet
- d) **Great Lakes Region:**
- i.) Candidates for Regional Ballot
  - ii.) Bi-Region Conference next year with Chicago, sponsored by Detroit

**5.) Old Business:**

- a) Scott Perez got the Chapter archives from Thermo-Scan, Ralph Pitman to retrieve
- b) Ralph is seeking an electronic copy of the Policy Manual if you have one or access to on let him know
- c) Blake has an electronic copy of the Administrative Guide

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

- a) Golf Outing Profit / Loss
- b) CONSTRUCT 2014 Rebates
- c) Chapter Roster? / On-Line Roster
- d) Chapter Charter. Where is it?

**7.) New Business:**

- a) The remaining GLRC Account Balance has been transferred to the Chapter Checking account.
- b) Reviewed Strategic Plan
  - i) Suggestion to invite a few Committee Chairs at a time to Board meetings for progress tracking and dialogue with the Board.
  - ii) Motion to accept the Strategic Plan 2014-2017 as amended (**Young/Brown**) motion carried.

**8.) Next Meeting: Thursday December 4, 2014 at Brenner Design, 620 N Delaware Street, Indianapolis**

Motion to Adjourn (**Huehls/King**) Motion Carried  
Indianapolis Chapter Board Meeting was adjourned at \_\_\_9:25\_\_\_PM.

**Attachments:**

**Respectfully Submitted, Jeremy Hoffman, Secretary, Indianapolis Chapter CSI**