



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

November 12, 2015

**Indianapolis Chapter CSI Board Meeting**  
**Stutz Business Center, 212 West 10<sup>th</sup> Street, Suite F125**  
**Indianapolis, IN 46202**

**Attendance:** Joel Young, Ralph Pitman, Andrew Huehls, Kent Hughes, David Young, Janie Farmer, Randy Vogt, Michael Halstead, Jeremy Hoffman, Henry Stellema, Gene King

**Excused:** Christine Walter, Joyce White,

**Guest:**

**Absent:**

**Indianapolis Chapter Board Meeting called to order 6:03 PM**

- 1) **Review Meeting Minutes of previous Meeting:** J. Young
  - a) The October meeting minutes were reviewed and approved as amended
  
- 2) **Treasurer's Report:** Hoffman
  - a) Reviewed Treasurer's Report, minor corrections will be made prior to next month's meeting
  - b) Taxes for the '14-'15 FY are in process
  - c) The IRS is behind in processing the '13-'14 FY taxes and has filed 2 extensions on our behalf due to the backlog
  
- 3) **President's Report:** J. Young
  - a) Drewery, Simmons, Vornheim has offered to renew our agreement from last year. Another proposal will be available at the December Board Meeting.
  - b) The Board has requested that DSV attend the next meeting to discuss performance issues with the previous agreement
  
- 4) **Committee Reports:**
  - a) **Growth:**
    - i) Academic Affairs: J. Young
      - (1) Developing plan for a "CSI Day" at local universities, starting with IUPUI in January to introduce students to the Chapter.
      - (2) Working to develop a liaison for the Chapter at local universities to improve and streamline Chapter outreach to students.
    - ii) Marketing: J. White
      - (1) No Report
    - iii). Membership Retention and Membership Outreach: J. White
      - (1) No Report
    - iv.) Technical: Hughes
      - (1) No Report
  - b) **Events:**
    - i.) Programs/Education Hoffman
      - (1) November: Cummins Headquarters
      - (2) December: Holiday Party
      - (3) January: Expert Witness
      - (4) February: RTKL – Market Square
      - (5) March: Greenguard – IAQ
      - (6) April: BIMsanity
    - ii.) Golf Outing: Hughes
      - (1) Official handoff of Golf Outing materials is done
      - (2) Tentative date is Thursday, June 2, 2016
      - (3) Considering running 2 flights
      - (4) The Board has requested the Committee Chair attend the December Board meeting. The Board would like to see the Committee membership, planning/milestone schedule, budget, and forecasting.

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- iii.) Trade Show: J. Young
  - (1) Final payment/collections for this year's show will be completed by the end of the month.
  - (2) The '16 Trade Show will be held Wednesday, September 28th
- iv.) Social Events: Hughes
  - (1) Duckpin Bowling trophies will be handed out at the November Chapter Meeting.
  - (2) There were around 40-50 attendees, and the event ran smoothly.
  - (3) Duckpin may be made a regular annual Chapter event
  - (4) Tentative date for next year's Duckpin event is Friday, October 21st
  - (5) Ralph investigating a Fuel Hockey Event for a chapter event next year
  - (6) A wine tasting event is still being explored

**Administration:**

- i.) Advertising/Sponsorships; Halstead
  - (1) Allegion has agreed to renew their sponsorship
  - (2) We currently have 1 Silver and 8 Platinum sponsors.
- ii.) Awards: D. Young
  - (1) No Report
- iii.) Certification: Huehls
  - (1) Neither of the Chapter's candidates passed their certification exams
- iv.) Communications: J. Young
  - (1) No Report
- v.) Education Foundation: D. Young
  - (1) The Foundation has requested that some proceeds from the Trade Show be diverted to the Foundation
  - (2) Planning a beer & architecture tour in February as a fund raiser
  - (3) Considering a skeet shooting fundraiser (guaranteed to be after the beer tour)
  - (4) Meeting November 5<sup>th</sup>, next meeting is January 7th
- vi.) Table Tops: Hughes
  - (1) Kent has reached out to all Platinum Sponsors that have not signed up for a tabletop yet

**5.) Old Business:**

- a) Chapter Policy Manual still under review by National
- b) Ralph is continuing to work on Chapter Charter

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

- a) Joyce will help Henry Stellema finalize the Chapter History video next month
- b) Ralph is pursuing bylaw review with CSI National regarding non-voting student board member. The person responsible for reviews has changed and some other chapters have been waiting for reviews for more than a year.

**7.) New Business:**

- a) Pursuing Strategic Plan Committee Chairperson for continuing 5 year plan
- b) Discussed potential roster update. Gene King and Henry Stellema to re-form the Roster Committee

**8.) Next Meeting: Thursday December 3, 2015 at Delv Design (Stutz Building)**

Motion to Adjourn (**Hoffman/D. Young**) Motion Carried  
Indianapolis Chapter Board Meeting was adjourned at \_\_\_7:37\_\_\_PM.

**Attachments:**

Respectfully Submitted, Andrew Huehls, Vice President, Indianapolis Chapter CSI

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