

Las Vegas Chapter CSI Board Meeting Minutes

August 12, 2008

Subject: Las Vegas Chapter CSI, Executive Board Meeting Agenda

Date: Tuesday, August 12, 2008

Location: Las Vegas Social Club at Main Street Station

August Executive Board Meeting Attendees:

~~Michelle Merillat, CSI, CDT~~

Joe Morales, CSI

Karen Newcomer, CSI, CDT

Craig Clark, CSI

Judith Gordon, CSI

John Morrison, CSI, CDT

Len Harding, CSI, CDT, LEED-AP

Meeting called to order at 4:50 pm by Joe Morales

Reports:

Secretary's Report:

Treasurer's Report:

Membership Report:

House Report:

Awards Report:

Opening comments:

- New president: Joe Morales
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Old Business:

- Budget reports are needed from each committee chair prior to executive board meeting. E-mail to Judith – Judith@steam-whirl.com
- Committee reports due by the first Thursday of the month for the executive board meeting.
- Executive Board to review and make any recommendations to the current by-laws. Discuss at September Executive Board Meeting.

New Business:

- Foundation Bowling Event: Need 20 teams by Tuesday, August 12th; need lane sponsors. Joe and Karen to work on volunteer list. Need volunteers for August 16th between 3:00-3:15 to set up.
- Committee chairs and co-chairs:
- Fundraising Chair for CSILV bowling tournament: Joe will contact Bill Hooks
- Take some of CSILV funds and invest in annuity to gain returns on money - Judee has information available and will bring speaker to discuss options at full CSI LV Board meeting in September.
- SWRC schedule, location and committee
- Insurance for chapter – Michelle and Judee to research. Continue to investigate liability for CSI and individuals. Judee has information for review.
- Executive board members to re-contact 15 members to increase current member attendance at meetings and new member generation. Need to verify current membership list and update roster as of July 31st.

- Need ideas to increase enrollment of new members. Will continue contacting prospective members as ongoing program. Explore other publications for generation of members – possibilities are: USGBC, AIA Forum, and the UNLV magazines. The new member mixer is listed in Construction Notebook and the chapter website.
- Newsletter submittals still needed by all membership for inclusion in newsletter. Articles are to go to Lendall at Lendall Mains (lendall@lendallmains.com. Articles due by the 25th of the month in order to publish in the newsletter.
- Need programs ahead of time for publishing in newsletter and to submit to Institute.
- Results of last election: Joe Morales, President; Karen Newcomer, President Elect; John Morrison, Professional Director; Len Harding, Industry Director. Need to review ballots and by laws.
- Need to advertise in September newsletter for position of V.P. – special runoff election with new nominations
- Written reports from committee chairs are requested along with electronic format. E-mail to craig@powerimage.com to forward to James Highgate. Need samples of reports to hand out to committee chairs for examples.
- Need to fill chair position for Events Planning and Public Relations. Joe wrote descriptions of positions available.
- List all new positions / new people and fill any open positions.
- Add additional members to House committee?
- Chris to print sign up sheets
- Lee Beil – SW Region CSI
- Review expenses at planning meeting in August
- Len to conduct more LEED workshops / Green Design
- Need a newsletter chair
- Need full years programs in advance for newsletter / website / announcements
- CSILV to be more involved in food banks / donations as a chapter

Closing Comments:

- Minutes to be sent to James Highgate to post on website.
- James to send notices from website
- Next program: Evergreen construction recycling / waste on 9 September
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Joe moves to adjourn meeting at 5:40 pm.

Committee Reports: Need to review and assign at annual planning meeting.

Events Planning – Cheryl? Holiday party and awards banquet

House: Chris Thompson, CSI –

Education: Len Harding, CSI, CDT, LEED-AP -

Newsletter: Lendall Mains CSI -

Electronic Communication: James Highgate -

Website: James Highgate -

Awards: – ?

Certification: - ?

Audit / Finance: Karen Newcomer, CSI, CDT -

Membership: David Pierce, CSI, CDT - ?

Programs: – ?

Public Relations: –

Scholarship Foundation: Roland Wisdom, CSI, CCCA -

Tabletops: - ?

Community Service: John Morrison, CSI, CDT -

Technical: Lee Beil, FCSI, CCCA -

Student Liaison: - ?

Fundraising / Bowling: Bill Hooks?
Archives: Gale Ward, CSI, CCCA -
Historian: Carol Coleman, FCSI, CDT -