

# Las Vegas Chapter CSI Board Meeting Minutes

## April 14, 2009

Subject: Las Vegas Chapter CSI, Board Meeting Minutes

Date: Tuesday, April 14, 2009

Location: Las Vegas Social Club at Main Street Station

### April Board Meeting Attendees:

Joe Morales, CSI

Michelle Merillat, CSI, CDT

Craig Clark, CSI

Judith Gordon, CSI

John Morrison, CSI, CDT

~~Chris Thompson, CSI~~

Other Attendees: None

Meeting called to order at 4:45 pm by Joe Morales

### Reports:

Secretary's Report: March minutes submitted at April CSILV Executive Board Meeting

Treasurer's Report: Report submitted at April board meeting

Membership Report:

House Report: Report submitted at April board meeting.

Awards Report:

Opening comments:

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### Old Business:

1. Executive Board to review and make any recommendations to the current by-laws. John Morrison will review and return any comments to Joe. Any changes will be submitted to board for review.
2. Committee chairs and co-chairs: Positions are still open, including events planning and public relations. New list will be available from Joe.
3. Fundraising Chair for CSILV bowling tournament: Joe will contact Robert Prichard.
4. Advertising for webpage – Joe and James to work on.
5. Discuss chapter dues for next year and form ad hoc committee to review fees and benefits for CSILV chapter. Incentive check? Discussion at Ad Hoc Committee meeting on April 18<sup>th</sup>. Follow up with an e-mail to institute concerning dues.
6. Discussion for ideas to increase membership took place April 18<sup>th</sup> with Joe, Michelle, Craig. Ideas to be discussed at Board meetings.

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### New Business:

1. Vice President will be liaison to CSI Foundation.
2. Next program for May: Doors
3. Construction awards to be distributed at awards banquet – location TBD.
4. Awards banquet planning and location to be discussed – Joe and Michelle to investigate locations.
5. Add student affiliate – Kim Hammer and Shauna Sullivan volunteer to be student liaison, Roland Wisdom potential affiliate.
6. Insurance for chapter – Continue to investigate liability insurance for CSI officers. Judee has received a quote of \$744 for \$1,000,000 coverage for directors and officers. Judith is waiting on 2<sup>nd</sup> quote for similar coverage, to be discussed at April full board meeting.

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7. Results of CSILV elections for the fiscal year of 2009-2010 are as follows: President – Joe Morales; President Elect – Craig Clark; Vice President – Chris Thompson; Secretary – Greg Compton; Treasurer – Judith Gordon; Professional Director – John Morrison; Industry Director – Michelle Merillat.

**Ongoing Business:**

1. Committee reports due by the first Thursday of the month for the executive board meeting.
2. Budget reports are needed from each committee chair prior to executive board meeting. E-mail to Judith – [Judith@steam-whirl.com](mailto:Judith@steam-whirl.com)
3. Minutes to be sent to James Highgate to post on website. Craig Clark to send monthly. Notices for meetings to be included in Construction Notebook.
4. 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.
5. Newsletter submittals still needed by all membership for inclusion in newsletter. Articles are to go to Shauna at Lendall Mains ([shauna@lendallmains.com](mailto:shauna@lendallmains.com)). Articles due by the 25<sup>th</sup> of the month in order to publish in the newsletter. General membership to help contribute articles – announcement at full meeting.
6. Written reports from committee chairs are requested along with electronic format. E-mail to [craig@powerimage.com](mailto:craig@powerimage.com). Need samples of reports to hand out to committee chairs for examples – available in admin guides from institute.
7. Discuss certification classes with Lendall, who will be working with Paul Simonson.
8. Bring membership forms to meetings for members to keep on hand for future CSI members.
9. Re-negotiate contract with Main Street Station for meals and meeting room for next year. Chris will meet to get options available to CSILV.

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**Closing Comments:**

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Joe moves to adjourn meeting at 5:45 pm.

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

Events Planning – **TBD**

House: Chris Thompson, CSI / Nick Hammer - Chair

Education: ?

Newsletter: Lendall Mains CSI, CCS, AIA

Electronic Communication:

Website: James Highgate

Awards: Joe and Michelle

Certification: - Lendall Mains

Audit / Finance:

Membership: David Pierce, CSI, CDT

Programs: – Joe Morales

Public Relations: Justin \_\_\_\_\_

Scholarship Foundation: Roland Wisdom, CSI, CCCA -

Tabletops: - Michelle Merillat

Community Service: John Morrison, CSI, CDT -

Technical: Lee Beil, FCSI, CCCA -

Student Liaison: Roland Wisdom, Kim Hammer

Fundraising / Bowling: **TBD**

Archives: Gale Ward, CSI, CCCA -

Historian: Carol Coleman, FCSI, CDT -

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