

Memphis Chapter CSI Board FY08

Memphis Chapter CSI Board Meeting

Date and Time: January 14, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President	John Bigham	Present
President-Elect	Gary Copeland	Present
Vice President, Prof	Gary Cofer	
Vice President, Ind	Dirk Veteto	Present
Treasurer	Harvey Wilmoth	Present
Secretary	S Jay Sweeney	Present
Past President	Rob Huserik	Present
Assistant Secretary (Non-Voting)		
Assistant Treasurer (Non-Voting)		
Student President (Non-Voting)	Alzbeta Bowden	Present

Directors

06 - 09 Professional	Ron Roberts	Present
06 - 09 Industry	Greg Campbell	Present
05 - 08 Professional	Byron Graves	Present
05 - 08 Industry	Wally Bostelmann	
07 - 10 Professional	Pam Davidson	Present
07 - 10 Industry	Mike Eckles	

Minutes

Item	Discussion/Action
December Minutes	Byron Graves motioned to accept minutes, second by Harvey Wilmoth.
Treasurer's Report	Harvey Wilmoth Treasurer's Report was presented by Harvey Wilmoth and reviewed by all present. Harvey indicated line R152 is negative due to a technical glitch in accounting software. Negative values should be resolved by next meeting.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Rob Huserik/Josh Flowers	Affiliate Officer's meeting was held on January 9th. Julie Vernado will be making a presentation in February. Product show is in March and Marvin Windows will be presenting in April.

Awards	Noah Beach	Outstanding Chapter Award process was reviewed and a motion was made by Rob Huserik to vote for nomination of the Memphis chapter. Gary Copeland second the motion and the motion passed unanimously. Noah Beach suggested that applications need to be made for other Gulf State Awards: Publication Awards, Rookie Editor of the Year, Web Site, Student Poster via Special Student Publication Award.
Banquet/Christmas	Rob Huserik	No new news.
Certification	Joe Cavallo	Edith Washington, Joe Cavallo and Rob Huserik have met to discuss classes for certification. Passing rates for CDT, CCA and CCS exams are down and new ideas for classes are being sought. Edith Washington has offered suggestions to help. Classes are to start January 29. Steve Mangin will serve as proctor for the CCA and CCS tests. The CDT exam will be administered at one of the learning/exam centers. Discount rates are being investigated for early sign ups. CSI members who pass the exam will receive a partial rebate. Anyone interested is to contact Joe Cavallo.
Chapter operations	Jim Neison/Cliff Watson	Chapter safety deposit box at Bank of America has been paid for.
Conference/Convention	Danny Clark	Travel expenses for the convention will be made available if possible; \$0.14/mile. Money will go to those who sign early. Travel report will need to be reported early so that money can be divided and distributed. It was noted that the Pensacola chapter typically charters a bus with the intent to offer transportation at no charge to members.
Database	Tanya Guidry	Not present, no report.
Education	Ronnie Bonner	Ronnie Bonner not present. Ron Roberts indicated that there will be a seminar by IES at the Product Show. John Bigham requested that Ron Roberts put IES in contact with Ronnie Bonner.
Fellowship	Wally Bostelmann	Not present, no report.
Finance	Jim Neison/Cliff Watson	No report. A change in dues was discussed and noted that any change would need to be made by February 1. Dues did change last year. No one present requested another change for 2008.
Golf Tournament	Greg Campbell	Not present, no report.
Historian	Ron Roberts	Ron Roberts indicated that a file cabinet for storage of CSI files/archives has not yet been purchased but will be soon
Magazine Adds	Greg Campbell/Noah Beach	No report. There have been no orders for adds or collection of money for adds this year. Current adds were purchased last year. Bills have not been issued for current fiscal year but bills are paid up through July of 2007. Greg Campbell has a spreadsheet listing advertisers and billing status.

Magazine Editor	Kamesha Hervey	Not present, no report.
Membership	Dirk Veteto/Mike Hearington	No report. There have been no losses and no gains.
Nominations	Gary Copeland	Gary Copeland has requested and received some volunteers. Deadline for nominations is March.
Planning	Rob Huserik	No report.
Product Display Show	Ron Roberts/Gary Cofer	Ron Roberts indicated the student posters for the Product Show are on the CSI website for review. Voting for poster is possible on line and at Thursdays chapter meeting. 73 Vendors have signed up for the Product Show with another 22 tentatives. It was noted that anyone going to the Las Vegas show needed to make reservations soon.
Programs	Gary Copeland	Gary Copeland reported no new news. The program for the January 17th Chapter meeting will be an update on the University of Memphis Architectural Program.
Publicity	Carl Drennan	Carl Drennan was not present but had sent John Bigham a copy of the add to be placed in the Commercial Appeal. Add will be on the second page of the Business section.
Scholarship	Jack Moran	Jack Moran indicated scholarship drive for current year is finished. With a gift presented John Bigham and his wife the total amount of money raised is over \$6,000.00. A member of the Dempsie family has been found and will be invited to this Thursday's CSI meeting for presentation of the money.
Table Top	Unfilled	
Technical	Dexter Varnell	Dexter Varnell indicated that an article on Geo Piers has been completed and that there will be an article on variable frequency drives.
Bylaws & Operating Guide	Byron Graves	Dirk Veteto is to review section M. Membership. There is a question as to whether Membership or Fellowship is responsible for resumes. Sections N. Magazine Editor and O. Assistant Magazine Editor are to be reviewed by Tanya Guidry, Jamie and Byron Graves. John Bigham noted there is no problem in reviewing Operating Guide one section at a time. Ron Roberts recommended changing the Operating Guide, section L. Chapter Historian to omit "Maintain a record of the Current CSI resumes of al Chapter members". Gary Copeland made a nomination to omit, second by Byron Graves, motion passed unanimously. Byron Graves made a motion to amend section K. Golf Scramble Committee; change date for budget figures to be submitted to the Board from prior to May meeting to prior to April meeting. Rob Huserik second, pass unanimously.

Web Management	Scott Guidry	Scott Guidry reviewed new web site layout. Web site will be updated each month with new information on front page. Payment on line for Chapter Meetings is now possible through PayPal. A \$2.00 fee will be made for online payments. Payment confirmation will be received for verification at Chapter Meeting. A polls page is part of the new site and can be used for surveys and receiving general opinions about multiple topics. A separate on-line forum is also available for discussing relevant topics. Current and old issues of Perspective are included. The most visited portion of the site is Links folder. Voting for student poster is possible on line.
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Ad Hoc Committees

FY09 GSR LC	Rob Huserik/Dirk Veteto	Committee meeting was held last Thursday and rough draft of budget was presented. Committee needs volunteer list.
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Old Business

Item	Discussion/Action
Meeting Location	John Bigham reminded everyone to look for new meeting site keeping in mind maximum cost of \$20.00 per person.
Correspondence	It was noted that a 10% discount was available at Office Max.
AIA	No new news from Heather Baugus . AIA has included a listing of upcoming events on their website along with a link to CSI.
Correspondence	It was noted that a 10% discount was available at Office Max.

New Business

Item	Discussion/Action

Next Board Meeting 11-Feb-08

Adjournment Ron Roberts motioned to adjourn, all present second.

Submitted By _____

S Jay Sweeney, CSI,
AIA

Memphis Chapter CSI Board Meeting

Date and Time: February 18, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President John Bigham
 President-Elect Gary Copeland
 Vice President, Prof Gary Cofer
 Vice President, Ind Dirk Veteto
 Treasurer Harvey Wilmoth
 Secretary S Jay Sweeney
 Past President Rob Huserik
 Student President Alzbeta Bowden
 Assistant Secretary
 (Non-Voting)
 Assistant Treasurer
 (Non-Voting)

Directors

06 - 09 Professional Ron Roberts
 06 - 09 Industry Greg Campbell
 05 - 08 Professional Byron Graves
 05 - 08 Industry Wally Bostelmann
 07 - 10 Professional Pam Davidson
 07 - 10 Industry Mike Eckles

Minutes

Item	Discussion/Action
January Minutes	Academic Affairs: Officers to be labeled as "Affiliate officers". Conference/Convention: Discussion of repayment for travel expenses should be indicated as "possible". Scholarship: Add Julie Varnado as co-Chair. Revised minutes approved.
Treasurer's Report	Harvey Wilmoth Not present, no report.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Rob Huserik/Josh Flowers	No report.
Awards	Noah Beach	Not present, no report.
Banquet/Christmas	Rob Huserik	No report.
Certification	Joe Cavallo	Not present, no report.

Operating Guide	Jim Neison/Cliff Watson	Revisions to operating guide were discussed. Membership Committee: Paragraph indicating "Develop a complete membership identification database to develop improved communications." is to be deleted and a paragraph stating "Submit membership status reports to the Perspective Magazine editor monthly." is to be added. Paragraph indicating "Coordinate with the Student Affiliate Chapter to promote membership with students." is to be changed to "Coordinate with the Student Affiliate Chapter to promote chapter membership." Gary Copeland moved to accept changes, second by Rob Huserik, approved. Magazine Editor & Magazine Assistant Editor: Changes involving responsibilities of Editor, Assistant Editor and Business Manager were discussed. Issues involve advertising, selling of adds, cost of printing, invoicing and coordinating with treasurer. Changes will be reviewed and new verbiage will be submitted by Jammie Smith.
Conference/Convention	Danny Clark	No report. John Bigham indicated names of all delegates are to be turned in by May 1st. The CSI Pensacola Product Show will be May 1st, Gulf States Regional Leadership Conference will be May 2cnd.
Database	Tanya Guidry	Not present, no report.
Education	Ronnie Bonner	Seminar for Product Display Show will be "After the Disaster" concentrating on emergency management. Subject ties in with Thursday's membership meeting on Earthquakes. Disaster Preparedness seminar will be offered at the Agricenter on March 18th, 8:00 am to 4:30 pm. Learning unit for the program are not currently available but AIA has made application, program is offered by a registered provider. Learning units for regular membership meetings are available but application has to be made in advance. Payment for Seminar is to be made by march 4th.
Fellowship	Wally Bostelmann	Wally Bostelmann is updating resumes for Jim Neison, Jerry Durham and Wally Bostelmann.
Finance	Jim Neison/Cliff Watson	Jim Neison indicated tax return has been completed, including scholarship. Approximately \$38,000.00 is in checking account. Permit and safety deposit box are paid for.
Golf Tournament	Greg Campbell	Not present, no report.
Historian	Ron Roberts	Not present, no report.
Magazine Adds	Greg Campbell/Noah Beach	Not present, no report.
Magazine Editor	Kamesha Hervey	Not present, no report.
Membership	Dirk Veteto/Mike Hearington	Dirk Veteto was not present but sent membership status to John Bigham. Current membership totals 143 members.

Nominations	Gary Copeland	Gary Copeland indicated there have been no nominations. Nominations should be made by March 1st, presented at March chapter meeting and voted on in April.
Planning	Rob Huserik	No report.
Product Display Show	Ron Roberts/Gary Cofer	No report.
Programs	Gary Copeland	Gary Copeland indicated he is working on resources. Ronnie Bonner suggested contacting Memphis Hardwoods.
Publicity	Carl Drennan	Carl not present but reported to John Bigham that meeting announcements had been sent to the Commercial Appeal. Announcement was not in today's paper but should be in paper tomorrow.
Scholarship	Jack Moran/Julie Varnado	Not present, no report.
Table Top	Unfilled	No report.
Technical	Dexter Varnell	Working on article about pervious concrete.
Bylaws & Operating Guide	Byron Graves	No report.
Web Management	Scott Guidry	Scott Guidry was not present but sent a report to John Bigham. Online meetings, online payment for meetings and events, message board and polls page were discussed but no further action taken.

Ad Hoc Committees

FY09 GSR LC	Rob Huserik/Dirk Veteto	No report.
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Old Business

Item	Discussion/Action
Meeting Location	See new business below.
Allied Organization Calendar Coordination,	The AIA web site has added a link to the CSI website. CSI and Heather Baugus are sharing information about CSI/AIA programs and offering membership rates for each other programs. CSI continues to work with AIA about document seminar.
Virtual Meetings	No progress on virtual meetings.

New Business

Item	Discussion/Action
Monthly Meetings Increased Dinner Fee	Cost per individual should not exceed \$20.00. Fees and facility must be able to handle unexpected turnout. Billing must be able to deal with no shows. Possible changes in billing include billing all, raise cost or require prepayment. Turnout can be as high as 70 people. Discussion to continue including new location.

Next Board Meeting 17-Mar-08

Adjournment

Submitted By

S Jay Sweeney, CSI,
AIA

Memphis Chapter CSI Board Meeting

Date and Time: March 17, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President	John Bigham	present
President-Elect	Gary Copeland	
Vice President, Prof	Gary Cofer	present
Vice President, Ind	Dirk Veteto	
Treasurer	Harvey Wilmoth	present
Secretary	S Jay Sweeney	present
Past President	Rob Huserik	
Student President	Alzbeta Bowden	
Assistant Secretary (Non-Voting)		
Assistant Treasurer (Non-Voting)		

Directors

06 - 09 Professional	Ron Roberts	present
06 - 09 Industry	Greg Campbell	
05 - 08 Professional	Byron Graves	present
05 - 08 Industry	Wally Bostelmann	present
07 - 10 Professional	Pam Davidson	
07 - 10 Industry	Mike Eckles	present

Minutes

Item	Discussion/Action
March Minutes	Reference Chapter Operations and changes to Operating Guide, Magazine Editor & Magazine Assistant Editor; John Bigham and Byron Graves questioned whether changes had been approved or were to be reviewed. Byron Graves moved to approve changes, John Bigham second, approved.
Treasurer's Report	Harvey Wilmoth See attached treasurer's report. There is a disparity in costs of Product Show that will be clarified after the show.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Rob Huserik/Josh Flowers	No report.
Awards	Noah Beach	Chairman has resigned. Institute awards for Chapter Magazine and Web Site will not be received due to difficulties with submittal paperwork. Submittal for Outstanding Chapter was completed and award will be received. Application for GSR awards was not made.
Banquet/Christmas	Rob Huserik	No report.

Certification	Joe Cavallo	No report.
Chapter operations	Jim Neison/Cliff Watson	See Old News below.
Conference/Convention	Danny Clark	No report. John Bigham noted the end of March is the deadline for hotel group rates for the Gulf State Region Conference in Pensacola to be held on May 2nd. Expenses include registration and hotel for 2 nights. Delegates for the Las Vegas show will need to be reported by May 1st.
Database	Tanya Guidry	No report.
Education	Ronnie Bonner	Due to poor response the Disaster Preparedness Seminar will be cancelled and money returned to those who registered. Low response was discussed. Up to 150 invitations to Seminar were mailed out. Three month advanced notice for such events was suggested by Scott Guidry.
Fellowship	Wally Bostelmann	No report.
Finance	Jim Neison/Cliff Watson	No report.
Golf Tournament	Greg Campbell	No report.
Historian	Ron Roberts	No report.
Membership	Dirk Veteto/Mike Hearington	No report.
Magazine Buz. Mgr.	Greg Campbell/Noah Beach	No report.
Magazine Editor	Kamesha Hervey	Kamesha Hervey had to leave before report. It was noted that magazine should be published prior to CSI meetings. There has been some difficulty in receiving articles and schedules on time. It was suggested that articles for the magazine be presented a month in advance. The position of assistant editor should be filled to assist in work load and to train for the following term as Editor.
Nominations	Gary Copeland	Gary Copeland not present but did report to John Bigham that Nominations Committee did meet. Names of nominees will be presented by end of March for April voting.
Planning	Rob Huserik	No report.
Product Display Show	Ron Roberts/Gary Cofer	Ron Roberts presented Project Display Show budget report, see attached. 92 Booths have been reserved. Total expenses were reported at \$19,975.66 and net income was reported at \$21,390.00. Layout of booths at product show was presented.
Programs	Gary Copeland	No report.
Publicity	Carl Drennan	No report.
Scholarship	Jack Moran/Julie Varnado	No report.
Table Top	Unfilled	
Technical	Dexter Varnell	The following programs will be made available: Pervious Concrete and Aftermath of Hurricane Katrina.

Bylaws & Operating Guide	Byron Graves	See March Minutes above and Operating Guide under Old Business below.
Web Management	Scott Guidry	It was noted that if something cannot be found on the web site, call Scott so he will be aware that there might be a problem.

Ad Hoc Committees

FY09 GSR LC	Rob Huserik/Dirk Veteto	
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Old Business

Item	Discussion/Action
Virtual Meetings	No news.
Operating Guide	Changes to Operating Guide in sections O. Magazine Assistant Editor and Q. Program Committee were presented, see attached. Ron Roberts moved for approval, John Bigham second, approved.
Allied Organization Coordination Calendar	No discussion.

New Business

Item	Discussion/Action
Change Board Meeting to 5:00 pm	Brief discussion.; meeting time will remain 5:30 pm.
Reimbursables for Conference	Budgets for travel to Gulf States Leadership Conference in Pensacola, CSI Convention in Las Vegas and Gulf States Leadership Conference in Birmingham were presented, see attached. No action on reimbursables.

Next Board Meeting 14-Apr-08

Adjournment

Submitted By

S Jay Sweeney, CSI, AIA

Memphis Chapter CSI Board Meeting

Date and Time: April 14, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President	John Bigham	Present
President-Elect	Gary Copeland	Present
Vice President, Prof	Gary Cofer	Present
Vice President, Ind	Dirk Veteto	Present
Treasurer	Harvey Wilmoth	Present
Secretary	S Jay Sweeney	Present
Past President	Rob Huserik	Present
Student President	Alzbeta Bowden	Present
Assistant Secretary (Non-Voting)		
Assistant Treasurer (Non-Voting)		

Directors

06 - 09 Professional	Ron Roberts	Present
06 - 09 Industry	Greg Campbell	Present
05 - 08 Professional	Byron Graves	Present
05 - 08 Industry	Wally Bostelmann	Present
07 - 10 Professional	Pam Davidson	Present
07 - 10 Industry	Mike Eckles	

Minutes

Item	Discussion/Action
March Minutes	Gary Cofer moved to accept March minutes. Ron Roberts second, all approved.
Treasurer's Report	Harvey Wilmoth Gary Copeland made a presentation of the FY 2008 Budget. Budget disparities were resolved and the corrected budget of \$71,150.00 was approved. Deletion of expenses and additional income were discussed. A balanced budget will be prepared by end of month.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
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Academic Affairs	Rob Huserik/Josh Flowers	Rob Huserik presented a new form for use by students participating in CSI conferences and receiving funding from CSI; "CSI Memphis Chapter Student Affiliate Conference/Convention Funding Agreement". The form, see attached, proclaims and defines CSI support of student participation, identifies the CSI conference being attended and requires student signature. The following reasons for the form were discussed: 1. Obtain commitment from students for participation. 2. Make sure the students understand the gravity of participation and CSI's investment. 3. Make sure students are aware of opportunities. There was some discussion as to whether or not the form was needed. It was agreed to table further discussion, review the agreement form and review again at the May meeting.
Awards	Noah Beach	John Bigham noted that Gary Copeland is looking for a new Awards Chairman and is to present a name next week.
Banquet/Christmas	Rob Huserik	Rob Huserik to review status.
Certification	Joe Cavallo	Not present/No report.
Chapter operations	Jim Neison/Cliff Watson	No report.
Conference/Convention	Danny Clark	List of attendees to convention were reviewed. Final list of delegates has to be sent in by the end of the month. Anyone interested is to contact John Bigham.
Database	Tanya Guidry	Not present/No report.
Education	Ronnie Bonner	Not present/No report.
Fellowship	Wally Bostelmann	No report.
Finance	Jim Neison/Cliff Watson	Jim Neison had no report but indicated the Chapter was solvent.
Golf Tournament	Greg Campbell	No Report.
Historian	Ron Roberts	No report.
Membership	Dirk Veteto/Mike Hearington	Dirk Veteto reported that membership was down from last year by 10 embers. Steps need to be taken to find new members.
Magazine Buz. Mgr.	Greg Campbell/Noah Beach	No report.
Magazine Editor	Kamesha Hervey	Kamesha Hervey arrived late, no report.
Nominations	Gary Copeland	Gary Copeland presented a slate of officers to be voted on at next Thursdays monthly CSI Meeting. One name on the list, see attached, is to be confirmed by Gary Copeland. List will be finalized by Thursday.
Planning	Rob Huserik	Rob suggested that the past presidents meet with the incoming president to help in planning for the year to come.

Product Display Show	Ron Roberts/Gary Cofer	Ron Roberts presented a budget report for the 2008 Product Display Show, see attached. Ron expressed concern over shrinking attendance and requested ideas to increase participation. A Grand Prize was discussed. Scott Guidry suggested an on line survey to find problems, solicit suggestions and track participants. Gary Copeland suggested sending thank you cards to attendees. John Bigham noted that all those who had purchased a booth had been personal thanked. Ron Roberts indicated that creating a data base of past attendees could be used to help bolster attendance. It was noted that the development of a mailing list or database could present some privacy issues. Jay Sweeney will check into having the attendance tickets from the last product show converted into a computer database.
Programs	Gary Copeland	Gary Copeland is waiting for confirmation of a presentation by Hilti Firestop.
Publicity	Carl Drennan	Not present/No report.
Scholarship	Jack Moran/Julie Varnado	No news.
Table Top	Unfilled	
Technical	Dexter Varnell	No Report.
Bylaws & Operating Guide	Byron Graves	
Web Management	Scott Guidry	Scott Guidry reported that on line registration for monthly meetings is now possible and on line registration for the Golf Tournament is in the works. An on line questionnaire is to be developed about the low response to the Disaster Preparedness Seminar; education chair to provide questions.

Ad Hoc Committees

FY09 GSR LC	Rob Huserik/Dirk Veteto	Rob Huserik reported that one sponsorship for the Leadership Conference has been obtained.
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Old Business

Item	Discussion/Action
Virtual Meetings	No discussion
Operating Guide	Revised sections: 0.1 Magazine Business Manager, S. Publicity Committee and U. Tabletop Committee were reviewed, accepted and approved. Changes to P. Nominating Committee as presented by Gary Copeland were accepted and approved.
Allied Organization Coordination Calendar	No discussion

New Business

Item	Discussion/Action
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Change in location of Monthly CSI Meeting location.	Relocation of CSI meetings to Jason's Deli on Highland was discussed. Some benefits were central location and low cost. Some problems were service and privacy. A test vote was made to see who was in favor of move and there was a significant number of votes for and against. Current arrangements at the Spaghetti Warehouse are through the end of July. It was decided to review relocation again at the next meeting.
Reimbursables foe Conference	Rates for driving mileage reimbursables was discussed. Operating Guide keys off of Federal Guidelines which were assumed to be \$0.14 per mile. Rate to be reviewed and confirmed.

Next Board Meeting 12-May, 2008

Adjournment

Submitted By

S Jay Sweeney, CSI, AIA

Memphis Chapter CSI Board Meeting

Date and Time: May 12, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President	John Bigham	Present
President-Elect	Gary Copeland	Present
Vice President, Prof	Gary Cofer	
Vice President, Ind	Dirk Veteto	
Treasurer	Harvey Wilmoth	Present
Secretary	S Jay Sweeney	Present
Past President	Rob Huserik	Present
Student President	Alzbeta Bowden	Present
Assistant Secretary (Non-Voting)		
Assistant Treasurer (Non-Voting)		

Directors

06 - 09 Professional	Ron Roberts	
06 - 09 Industry	Greg Campbell	
05 - 08 Professional	Byron Graves	
05 - 08 Industry	Wally Bostelmann	Present
07 - 10 Professional	Pam Davidson	
07 - 10 Industry	Mike Eckles	Present

Minutes

Item	Discussion/Action
March Minutes	Corrections: Treasurer's Report; Budget disparities were resolved and the corrected Budget of \$71,150.00 was approved. Ad Hoc Committees, FY09 GSR LC; Rob Huserik reported that on sponsorship for the Leadership Conference has been obtained, not one booth purchased. New Business, Reimbursables for Conference; Change spelling of "foe" to "for".
Treasurer's Report	Harvey Wilmoth was not present but provided 07-08 Budget to John Bigham for presentation. Questions concerning lines R125 Products Display Show and E252 Education are to be sent to Harvey with responses directed back to John Bigham.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
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Academic Affairs	Rob Huserik/Josh Flowers	\$2,480.71 in Student Fund. \$2,400.00 is being set aside for 8 students to attend the Las Vegas Convention. Student fund will pay for registration. Students are to pay for air fare and seek reimbursement of up to 70% from University of Memphis. If this money is not allowed CSI will reimburse up to \$300.00 per student. Cost of housing is being donated by several CSI members.
Awards		No report.
Banquet/Christmas	Rob Huserik	Banquet will be held at Owen Brennans. Cost will be higher, approximately \$35.00.
Certification	Joe Cavallo	Not present.
Chapter operations	Jim Neison/Cliff Watson	No changes were proposed for section S. Product Show Committee and section W. Technical Committee. Sections S & W were reviewed and approved by all. Section U. Scholarships; a new paragraph concerning sponsors and tax credits was added. Scott Guidry requested that the Web Manager be added to those who receive a list of new sponsors. Both changes were approved by all, see attached. All sections of the Memphis Chapter Operating Guide have been reviewed and edited.
Conference/Convention	Danny Clark	Not Present. John Bigham indicated the following non-students will be going to the Las Vegas Convention: John Bigham, Ron Roberts, Charles Cooper, Rob Huserik, Joshua Flowers, Gary Copeland and Tom Mason. Tom Mason with the University of Memphis made a late application and John Bigham received approval for the late application from CSI.
Database	Tanya Guidry	Not present.
Education	Ronnie Bonner	Not present.
Fellowship	Wally Bostelmann	Wally Bostelmann reported no activity.
Finance	Jim Neison/Cliff Watson	No report.
Golf Tournament	Greg Campbell	Not present. Registration form for the Tournament is on the CSI Memphis website. Further information and a registration form for the Golf Tournament will be in Perspective.
Historian	Ron Roberts	Not present.
Membership	Dirk Veteto/Mike Hearington	Not present. Collection of money at monthly chapter meetings along with distribution of name tags was discussed. Coordination of Treasurer and Membership chairman duties were reviewed. No changes were made. Current membership is 131 including 10 students. Options for increasing membership were discussed. All present are to consider ideas to increase membership and send to Membership chairman.
Magazine Buz. Mgr.	Greg Campbell/Noah Beach	Not present.

Magazine Editor	Kamesha Hervey	Kamesha Hervey indicated that any information for publication is to be received prior to May 20th. Historical data is being sought now, for next years publication. (Kamesha announced she will be getting married).
Nominations	Gary Copeland	Gary Copeland reported no activity.
Planning	Rob Huserik	No report.
Product Display Show	Ron Roberts/Gary Cofer	Not present.
Programs	Gary Copeland	Gary Copeland reported that Hilti will not be able to present a program at this Thursday's Chapter Meeting. Marvin Windows will be presenting a program on Green Design.
Publicity	Carl Drennan	Not Present.
Scholarship	Jack Moran/Julie Varnado	Not Present.
Table Top	Unfilled	No report.
Technical	Dexter Varnell	No report.
Bylaws & Operating	Byron Graves	No report.
Web Management	Scott Guidry	Scott Guidry passed out copies of images from the CSI Memphis website and reviewed possible use of the site. The site includes a bulletin board of

Ad Hoc Committees

FY09 GSR LC	Rob Huserik/Dirk Veteto	Rob Huserik pointed out that the Leadership Conference is in need of sponsors. Sponsor brochures were handed out.
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Old Business

Item	Discussion/Action
Reimbursables for Leadership Conference and Conventions	Different methods of reimbursement for travel were discussed. It was agreed that the procedures for reimbursement need to be clear so they can be used appropriately. It was suggested to post on the bulletin board on the web-site. Further discussion next month.

New Business

Item	Discussion/Action
Awards Chairman	A new awards Chairman is needed. Gary Copeland to review.

Next Board Meeting 16 June, 2008

Adjournment

Submitted By

S Jay Sweeney, CSI, AIA

Memphis Chapter CSI Board Meeting

Date and Time: June 16, 2008, 5:30 pm
 Location: BBQ Shop
 Minutes By: S Jay Sweeney

Officers

President	John Bigham	Present
President-Elect	Gary Copeland	Present
Vice President, Prof	Gary Cofer	Present
Vice President, Ind	Dirk Veteto	
Treasurer	Harvey Wilmoth	Present
Secretary	S Jay Sweeney	Present
Past President	Rob Huserik	Present
Student President	Alzbeta Bowden	Present
Assistant Secretary (Non-Voting)		
Assistant Treasurer (Non-Voting)		

Directors

06 - 09 Professional	Ron Roberts	Present
06 - 09 Industry	Greg Campbell	
05 - 08 Professional	Byron Graves	Present
05 - 08 Industry	Wally Bostelmann	Present
07 - 10 Professional	Pam Davidson	Present
07 - 10 Industry	Mike Eckles	Present

Minutes

Item	Discussion/Action
May Minutes	May CSI Board Meeting minutes were reviewed and approved.
Treasurer's Report	Harvey Wilmoth Page 1, Itemized Categories: R115 Scholarship, \$440.00 entry for April Dinner is to be moved to R110 Chapter Dinner.

Committee Reports

Committee	Chair/Co-Chair	Report/Discussion/Action
Academic Affairs	Rob Huserik/Josh Flowers	6 University of Memphis students attended Construct 2008 including Mark Wilson, next years student president, who stayed at Ron Roberts condominium. All were grateful for support from CSI. See Ad Hoc Committees for Leadership Conference report.
Awards	Pam Davidson	Awards are being printed and will be given to John Bigham.
Banquet/Christmas	Rob Huserik	Annual Banquet will be held at Paulette's this Thursday, 32 people have made reservations.
Certification	Joe Cavallo	Joe Cavallo not present. List of those who passed certification exams will be presented at Banquet.

Chapter operations	Jim Neison/Cliff Watson	Operating guide has been completely edited and will be formatted by John Bigham. Copy will be given to Gary Copeland.
Conference/Convention	Danny Clark	Ron Roberts moved that the operating guide be amended to include mileage reimbursements for CSI members' travel to Gulf States Conferences and Leadership Conferences based on IRS Middle Level Mileage Rate. Wally Bostelmann second and the motion carried by majority.
Database	Tanya Guidry	Not present, no report.
Education	Ronnie Bonner	Not present, no report.
Fellowship	Wally Bostelmann	No report.
Finance	Jim Neison/Cliff Watson	No report.
Golf Tournament	Greg Campbell	No report. John Bigham reported that information about Golf Tournament is on web-site and in Perspective.
Historian	Ron Roberts	Two file cabinets for CSI files have been purchased. Invoice will be presented at a later date. Outstanding Chapter accommodations will be presented at the Banquet and returned to Ron Roberts for archiving.
Membership	Dirk Veteto/Mike Hearington	No report. See new business.
Magazine Buz. Mgr.	Greg Campbell/Noah Beach	Not present, no report.
Magazine Editor	Kamesha Hervey	June/July issue was mailed out and Kamesha received her copy last Saturday.
Nominations	Gary Copeland	No report.
Planning	Rob Huserik	No report.
Product Display Show	Ron Roberts/Gary Cofer	Last payment has been received. Total money received was short of budget but the Product Display Show did make money.
Programs	Gary Copeland	No August program has been found at this time. Mike Echeles indicated National Guard Products offers a tour. Mike will research.
Publicity	Carl Drennan	No report.
Scholarship	Jack Moran/Julie Varnado	Jack Moran indicated that Scholarship budget will need to be raised since University of Memphis tuition has increased from \$5,200.00 to \$6,200.00.
Table Top	Unfilled	No report.
Technical	Dexter Varnell	No report.
Bylaws & Operating Guide	Byron Graves	No report.
Web Management	Scott Guidry	Not present, no report. John Bigham reported that Scott Guidry has set up comments section on web-site.

Ad Hoc Committees

Leadership Conference	Rob Huserik/Dirk Veteto	Rob Huserik indicated sponsorships are needed for the Leadership Conference; volunteers are also needed. Rob is to e-mail list of volunteer needs. Jack Moran will be organizing golf outing to be held on August 1st. at 8:00 am, Memphis National Golf Course. Those who are interested need to sign up. Welcome bags will be provided.
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Old Business

Item	Discussion/Action
Virtual Meetings	No discussion
Reimbursables foe Conference	No discussion
Change in location of Monthly CSI Meeting location.	No discussion

New Business

Item	Discussion/Action
Transfer of Power	Transfer of Power Meeting will be held on July 19th, 9:00 am at Gary Copeland's house.
Membership	Means of increasing membership was discussed. John Bigham indicated a membership drive was needed. Pam Davidson suggested CSI focus on members. Wally Bostelmann suggested making contact with Contractors, Manufacturer Representatives and Code Officials. Wally suggested that the Publicity Chair needs to work with the Membership Chair. Adding a co-chair was suggested.

Next Board Meeting 21-July, 2008

Adjournment

Submitted By

S Jay Sweeney, CSI, AIA