

Dated: July 28, 2012

**1. CHAPTER ADMINISTRATION**

Office	Name	Phone	email
President	David Stutzman, CSI, CCS, MAI, LEED AP	609.628.2390	dstutzman@conspectusinc.com
President-elect	Matt McMonagle, CSI, CDT, LEED AP	949.374.1146	mattmcmonagle@stegoindustries.com
Vice President	Sally Reis, CSI, CDT, LEED AP	302.757.6816	sreis@liquidelements.com
Vice President			
Secretary	Patrick Gallagher, RA, CSI,	609.345.5222	pgallagher@sosharch.com
Treasurer	Christopher Kenney, RA, CSI, AIA, LEED AP	215.440.0190	Ckenney259@comcast.net
Immed. Past President	Steve Lawrey, CSI, CCS, CCCA, LEED AP, NCARB, AIA, SCIP	610.420.6582	Steve.lawrey@verizon.net
Director	John Conway, CSI	860.528.9838	johnc@dur-a-flex.com
	Rosemary Liester, CSI, CCPR	856.665.2210	rosemaryliester@fessendenhall.com
	David Ringer, CSI, CCS, AIA, LEED Ap	609.397.9009	dringer@minnowasko.com

**2. CHAPTER MEETING INFORMATION**

The monthly Chapter membership meeting is held at 5:30 PM on the fourth Monday of the month the Independence Holiday Inn, 4th and Arch Streets, Philadelphia, PA.

The Dinner that precedes the meeting at 6:30PM costs \$40.00 for non-members and guests.

*Dinner includes a cocktail hour from 5:30 PM to 6:15 PM with a cash bar.*

Average attendance is 50 members, which is about 30% of the membership.

The regular Chapter Board meeting is held at 4:30 PM on the 4th Monday of the month at the Independence Holiday Inn, 4th and Arch Streets, Philadelphia, PA.

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**3. STANDING COMMITTEES**

	Chairperson's Name	Number of Members	Number of Projects
Awards	Steven T. Lawrey, CSI, CCS, CCA, LEED AP, NCARBV, AIA, SCIP Affiliate	2	As req'd.
Certification	Richard R. Reinish, CSI, CDT, LEED AP, AIA	1	As req'd.
Education	** no committee**		
Finance	David A. Stutzman, CSI, CCS, MAI, LEED AP, AIA, SCIP	1	At Board Meeting
House	Kelley Boyle, CSI, CDT	2	---
Membership	Lizanne Pepin, PE, CSI	3	As req'd.
Newsletter			
Nominating	Unassigned	2	---
Program	Walter J. Zapor, CSI, CDT, LEED AP, AIA	4	As req'd.
Technical	Christopher Kenney, CSI	4	---
MARC 2015	Unassigned		

**4. CHAPTER PROGRAMS**

MONTH	date	PROGRAM TITLE
JULY		No chapter meeting
AUGUST		No chapter meeting
SEPTEMBER	09/24/12	Moisture in Concrete
OCTOBER	10/29/12	Designing with Fire Rated Glass
NOVEMBER	11/26/12	Construction Waste Management
DECEMBER		No chapter meeting
JANUARY	01/28/13	
FEBRUARY	02/25/13	Speed Dating for Professionals
MARCH	03/25/13	
APRIL	04/22/13	
MAY	05/20/13	Seminar Day - Theme TBD
JUNE	06/24/13	Awards (Tentative - considering alternative date)

**5. SPECIAL PROJECTS:**

The chapter charity Golf Outing is planned for September 10, 2012. The outing benefits The Charter High School for Architecture and Design (CAHD), in Philadelphia. The outing is always the first Monday following Labor Day.

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Student Design Competition is held in the spring (March or April) where CHAD students present current design projects. Competition is judged by chapter members to select finalists and the winners are selected by Philadelphia AIA members. Cash prizes are given to top three finishers.

Seminar Day is a half day event with five AIA CES credits that is held, usually in May. The program is developed around a theme. The final presentation following dinner is a panel discussion involving CSI, AIA, and local contractor representatives commenting on the presentations for the day.

**6. DISCUSSION ITEMS FOR MEETING:**

Chapter Board Meeting Attendance: Half the meetings during the past year were held without a quorum present. I will be personally calling each board member before our August meeting to explain the importance of their attendance. We will call board members before each meeting as a reminder. We will provide a WebEx connection for those that are traveling to attend the meetings electronically.

Attracting Younger Members: The chapter has limited younger (20-40 year old) members attending meetings and participating in general. We are contacting local architecture students and offering steeply discounted memberships to get them to attend meetings. We have contacted faculty at two universities to offer to help present professional practice courses and to otherwise interact with students. We are exploring holding a University Night as a chapter event to allow members and students to meet.

Chapter Meeting Venue: We are exploring the possibility of a special event using a different venue and format to attract recent graduates and licensed architectural architects to learn about professional practice and specifications. Have other chapters tried breakfast or lunch meeting times; mixer type formats without specific program presentations; roundtable discussion groups

Respectfully submitted

David Stutzman, President

Philadelphia Chapter