

**MIDDLE ATLANTIC REGION
Fall 2014 (FY'15) BOARD MEETING
FREDERICK, MD
August 15, 2014**

CALL TO ORDER: President Margaret Chewing called the meeting to order at 5:05 pm. Margaret welcomed everyone.

Gail Nagie welcomed guest- Peggy Sweigart.

ROLL CALL:

Region President Margaret Chewing, FCSI CCS
Region Vice President:
Region Vice President: Gail Nagie, CSI CDT
Secretary: John Sweigart, CSI CDT emeritus
Treasurer: Thomas Feulner, CSI CCSS (joined late)
Institute Director: Ray Gaines, FCSI CCS (joined late)
Academic Programs:
Awards: Richard Riven, Steve Lawrey (joined late)
Certification Chair: Steve Weisensale, CSI CCS
Conference: David Lorenzini FCSI CCS
Education: Mary-Ellen Pfiester, CSI CCCA, AIA (joined late)
Electronic Communications:
Membership: Mitch Miller, FCSI CCS
Nominations: report sent
Planning Chair: Barbe Shaffer, CSI CDT

CHAPTERS:

Allentown- Lee Ann Slattery, Jon Lattin, Clinton Newton III
Baltimore – Marc Held, Marvin Kemp, Jim Lewis (joined late)
Blue Ridge –
Central PA – Eric Hardenbrook
Central Virginia – Woody Parrish
DC Metro –
Erie-Northwestern -
Pennsylvania Railroad -
Philadelphia – Walt Zapor (joined late)
Pittsburgh – Gail Nagie, Richard Strayer
Northcentral Penn – Eric Laughrey
Northern Virginia – Luigi Grande, Jessie Oak, Jr.
Richmond- Winnie Sung (joined late)
Tidewater – George Luce (joined late)

ADDITIONS TO AGENDA: None

PRESIDENT'S REMARK'S: Margaret stated that what you learn tomorrow at LOS you should take back to your chapters, and share with chairman and the rest of the board.

Barbe spoke about the dinner after the meeting to be at iL Porto (an Italian) Restaurant about 10

minutes away from this hotel.

Margaret thanked those that sent hard copies of their reports for pick up at this meeting. Please make sure to send electronic copies to Margaret, Gail, and John. If not having done previously please do it after the meeting so the file contains a complete record to send to everyone.

Please when giving your chapter report later, highlight the biggest project this coming year, and even brag about it, and promote it! Then also indicate what your biggest issue is? This subject will then be open for other chapters to discuss the issues and share with each other because maybe another chapter has had the same problem, and then we can give you a solution.

We will have a report on the ongoing archiving project, a recommendation for LOS location for meeting next year. Also, the Institute has just given a resolution to go before the annual meeting at CONSTRUCT this year to be discussed. If your chapter has a resolution that may help, just give a brief description, and we will have the chapters discuss tomorrow during a break.

APPROVAL OF MINUTES: The June 9th minutes were corrected as per the teleconference on July 14, 2014. The June 9th minutes were redistributed as requested per Tom Feulner. The July 14, 2014 teleconference minutes were also distributed. Are there any additions or corrections? It was discovered that apparently not everyone received a copy for review. Margaret passed a copy of the July 14, 2014 out to attendees to review during this meeting for acceptance. John will send out again.

TREASURERS REPORT, and INSTITUTE ACTIVITIES REPORTS: later.

CHAPTER REPORTS:

Allentown: Lee Ann reported that the special event every year is the EXPO for the 36th year. The next EXPO is scheduled for April 15, 2015. A full day event in Allentown with an early-bird seminar at 8:00 am continuing to 5:00 pm. Free continental breakfast, free lunch, no charges for anything, and giving away a lot of door prizes throughout the day. Seventy plus vendors exhibit. Challenge is to increase members, with Lee Ann's goal especially is for more professional membership since the chapter is currently heavy on product reps. Also desires more young persons to join but also to move up the ladder into leadership positions.

Baltimore: Marc Held reported the biggest event is CONSTRUCT 2014. Many activities will be occurring celebrating historic events. Tall ships, fireworks, festivals all occurring in the Inner Harbor. Baseball games, and football on Thursday night. Chapter event is a cruise event on Wednesday night. Biggest challenge is pursuing ways to reduce the monthly meeting costs, (\$45.00 + parking) to avoid losing members. Too high especially if trying to attract younger people. Membership decline is also a large concern. Same committee as used for CONSTRUCT will be planning for MAR 2016.

INSTITUTE DIRECTOR'S REPORT: Ray Gaines will defer until tomorrow.

TREASURER'S REPORT: Tom reported income of \$16,646 plus change. He gave a further breakdown as shown on the handouts. Minimal interest accrued. Expenses amount to \$19,788.00 with a deficit of approximately \$3,200. In summary there is currently a balance of \$52,600.00. Tom will be investigating to move some of the savings account money into a CD account. A recommendation will be proposed at the next teleconference meeting.

Margaret asked for any questions about the 2014 financial report? No response.
Margaret said the treasurer's report will be filled for audit.

CHAPTER REPORTS: continuing.

Central PA: Eric Hardenbrook reported that the biggest event is the Product Show occurring in March. Next month will be attending the York Revolution Baseball Game combined with the regular meeting also touring a LEED Platinum building. The biggest issues are getting membership and getting people to fill board positions.

Central VA: Woody said that the largest event was to have been a Mid-Atlantic Sustainability Conference with the Shenandoah Valley Builder's, and James Madison University outreach but just got canceled this week because not enough signed up to attend. Very disappointing. Product show not successful, and not held every year. The most interesting thing we are doing now is that there is no charge for the meetings since leaving the Omni Hotel. Meetings now at 4:00 pm in a local restaurant with a program but without charge for the space since we are ahead of the crowd. Attendees may stay, and socialize, and eat if so desired which started in January with a good crowd. Issue is membership!

Northcentral PA: Eric Laughrey stated that the issues are membership, and finding good locations for meetings.

Margaret noted in the submitted reports that all have issues with connecting to CSI nationally, and also Regionally. Margaret said that she was very happy to see all that are to learn something.

Northern VA: Luigi said the biggest event was inviting all to attend their free 2nd Annual Northern VA hors d' Oeuvres, and Dessert Award Meeting. 15 vendor's tables throughout the room with food strategically placed so that communications occurred with vendors. Received good feedback. Planning to repeat in 2015 with the event being free. Lesson learned that recruit more members to attend with less focus on tabletops. More advertising next time. Struggling with the goal of trying to double membership by next year. Looking for success. Fifty percent participation. Struggling to contain costs for members is another issue.

Margaret inquired about a report for training on the micro-site. Luigi responded that they were able to improve their website, and their newsletter. Would like to see a short training video produced about the micro-site so it could be reviewed frequently to better understand how to use. Margaret said that there is a webinar about the micro-site.

Philadelphia: Walt reported that they still meet in downtown Philadelphia. They had a successful seminar day about "Net Zero" including the Philadelphia AIA Building Enclosure Council in attendance. Last year the chapter lost officers and committee chairs through various circumstances. This year all but one position is not filled because people stepped up to help. Membership is holding steady. Following up on membership renewals, and drops. This has helped maintain steady membership. Big event coming up is the Region Conference in 2015. Handouts available.

Margaret raised a question about their report concerning membership retention? Walt said they have new members, and older members, but looking at the demographics because some just don't show up, and we cannot figure why not?

Jon Lattin, from Allentown, said that they try a lot of different venues to attract members even if

some only show up once or twice a year.

Pittsburgh: Richard Strayer said that their Holiday Party has been very successful for past years. They do not make a lot of money at it but make more at two golf outings. Smaller group but more profitable. The other venue they have is called “speed dating” but is wearing thin because you can go on only so many dates. Membership balance is a concern because there are more product reps than professionals which causes an imbalance to socialize and speak with contacts, the professionals. He stated that there is a need to get some of the younger architects involved in the meetings or other events. They are going to try to get “a presentation” meeting by having an architectural firm come and utilize the firm's young architects or interns on a storyboard about a project. They would talk about the project as if describing the project to the owner. This would get the product reps to see more architects but also the opportunity to train younger architectural staff with no harm. Just an exercise.

Walt said that more than a “Lunch and Learn” is needed to get the architects to attend.

Marvin said that get more interesting, and broad based meetings to attract architects. Reps would come for the happy hour but not stay for the meeting when few architects were in attendance.

Steve Lawrey stated that since “CSI” revised there is not much difference and we are all in the same “fish tank” so to speak since specifications is no longer part of the logo. Not all project team members. Maybe architects should talk about their challenges to see the project to completion especially with materials/product reps.

Richmond: Winnie reported that with newer people they tested new ideas, and had successful breakfast meetings with good attendance, at a quality place, with panel discussions that are better than lunch and learns. The Product Show was more focused on education, but the downtown location, and the exhibit locations did not get much exposure with numerous complaints by reps. The goal is to continue the “knowledge” type functions. Lunch and learns are held downtown and attracts many people that work for the government, and others since it is paid for by the reps. This is successful in promoting CSI as a knowledge based organization. Trying to keep costs down so young people will attend. October is a joint meeting with professional estimators. November breakfast meeting panel discussion about sustainable design. A variety of programs throughout the year. New this year was CDT training with future education for the other certifications. The struggle they have is obtaining officers. Young people do not understand CSI and do not want to be involved. Also trying to get engineers involved with panel discussions to get a more broad based group.

Tidewater: George reported that the big event is the product show with seminars in February. Last year the biggest meeting was with code officials. Trying again to continue because there is great interest in codes, and regulation changes. This also applies to doors and hardware. A big item now is the annual ocean view awards banquet. They are also focusing on the silent majority and trying to figure out why they are a member but do not participate? Will be contacting silent members as since being the new president.

Margaret said that reports states that name recognition, and brand value is an issue with Tidewater.

George stated that people say they don't do specs but in reality are involved in three part specs. for contracts, and construction.

COMMITTEE REPORTS:

Education: Mary Ellen stated her report will be your attendance at the sessions tomorrow, and will be mailed.

Certification: Steve Weisensale reported that the Institute website does not show all region chapter committee chairs. Please submit your chairs to the Institute. Also, checked the chapter websites about certification for the region but few entries about certification. There is a model for websites for certification page. Tomorrow's discussion will be about the resources available for websites for certification.

Membership: Mitch reported the following about membership: 48 Emerging Professional, 1171 Professional, 40 Professional emeritus, 2 professional lifetime, 29 professional retired, and 35 students. Total is 1,325. There are currently 41 expired members, and 65 will expire by end of August. You are encouraged to look at your chapter membership. Mitch will talk more tomorrow.

Margaret responded that in reading, and hearing your report that membership retention is a big issue for every chapter. Let's share knowledge if you found a way to deal with it.

Winnie said that we all should promote the 50-50 program for membership. Mitch said a good idea but it will end.

Awards: Steve Lawrey said that chapter awards chairs should be aware and plan for the awards to be given on May 2, 2015 at the Philadelphia MAR Conference. Start to think about, and work on the forms now. Give recognition for FY2014. Deadline is 5:00 pm, December 31, 2014.

Planning/Operations: Margaret called for around of applause for Barbe for getting us this venue since things feel apart as was planned for being in Altoona, PA.

Barbe said she will give her report under new business.

Nominations: Sal reported to Margaret that he has a full committee with Lee Ann, Julian, and Charlie Body. A slate of officers will be put together by the next teleconference, and hopefully at CONSTRUCT. Everything must be turned into the Institute by October 1st so that the Institute that the slate of officers is on the ballot in February. If interested or someone in your chapter is considering stepping up into a Region Office let the committee, or Sal know. Need Region Committee chairs or those who are willing to be on a committee.

Academic Affairs: No chair.

Conference Oversight: Dave Lorenzini reported that there are four Chapters in line for future Conferences which is the goal to be always 48 months out. The committee goal is to get the Planning Calendar up-to-date because of the shift in Conferences to the Spring. The Calendar has been sent to all the committee chairs to look over, and report if something may not work. The other goal was to update the electronic exhibits which include the schedule, budget, and other various forms that are included. This is still being worked on.

The other item added was the report of the postmortem held in Hampton, VA in the Spring. This was the first one held since 2002, and it was very good. The report is right in the front of the

Conference Guide. This can be updated going forward. Also the recipients should look at the report and give any additional comments to Dave. Additional data has been received from previous conferences which is being reviewed, and will be added.

A concern is that most chapters take a while to get started planning for the Conferences. Dave would like to see a common data base established for the sponsors since many cover the entire Middle Atlantic Region. This could develop into a method of how to contact sponsors, and get them on-board for each conference. Make sure postmortems are included in the schedule for each conference.

George Luce sent a report to Dave Stutzman but it is not fully complete at this time. Will continue to work on it toward completion.

Steve Lawrey said the it would be nice if the conference hotel locations would be near Amtrak or public transportation, especially for Pittsburgh, and other major metropolitan areas. We live in a sustainable world now, and we should be ecologically conscious.

REGION COMMITTEE REPORTS: Margaret asked for any specific report for the following:

Baltimore, Pittsburgh, or Northern VA?

Mark your calendars. Philadelphia-- April 30-May 3, 2015, the theme being "Detailing Innovation"; Baltimore--April 8-9, 2016. Handouts are available for Philadelphia Region MAR Conference.

OLD BUSINESS: Gail reported that she is continuing to work on archiving of the old records.

NEW BUSINESS: Barbe reported previously discussed the moving of LOS around since the smaller chapters cannot host a region conference. Issues appeared when moving the LOS from Altoona to Frederick. Erie-Northwestern representatives were coming to Altoona, but Frederick is too far!

Barbe showed a map indicating chapter locations, and it indicated those in the central area locations of the region. Gail made many phone calls to (17) hotels to determine possibilities. Most locations could not accommodate our size group with catering in lieu of having go to a restaurant, and return to the meeting.

Jon Lattin suggested a virtual meeting as an option.

Margaret stated that she has been attending LOS meetings since becoming a member of CSI. Personally meeting and talking to people, and the leaders has helped her gain more knowledge than attending seminars. Stressed that we bring new young members next time to give them a feel what CSI is about. Not only about construction, but the camaraderie.

Lee Ann asked if possible to have it later such as after CONSTRUCT or in October? Gail responded that more family interferences during school year. Jon Lattin said that people need to see the value of attending or they will not come. Margaret stated that we as officers of our chapters need to convey the value to our members. Barbe said that she was only a committee chair when first attending, but received so much valuable knowledge from just attending to hear what other chapters were doing. The benefit is not only for CSI but may help you in your job.

Steve Lawrey stated that most companies do not offer leadership training, and may not get

promoted. Coming to LOS, and being a member of CSI can accelerate your knowledge, leadership skills, and your confidence. For chapters struggling with membership, CSI is key component for networking, having your ear to the ground to find leads, or jobs, etc.

A motion by Eric Hardenbrook to find a location with rotation around to different chapter areas central to the region, and as a destination. Motion seconded by Walt Zapor.

Discussion followed with points about cost, important in a city, and again destination is important. Questions about costs was responded by Gail that the region does already pickup some of the expenses.

Motion passed with one “nay” vote, because he is in Frederick.

Barbe will try to get more information for a report at the Region Caucus, September 11, 2014.

Margaret reported about proposed resolution to be presented at the annual business meeting.

The resolution is: Revision to method of electing Institute Directors for the benefit of the “whole” put together by the Oklahoma City Chapter.

Ray responded that this would mean bylaw changes with reduction in size of the Institute Board.

Mitch elaborated more about the Institute Board and how it functions.

Ray further stated that as chapters president's siting at this region meeting your concern, and any voting on motions should be for the region, and not specifically for your chapter interests.

Margaret has a copy available for review, and if you did not receive an email of the proposed resolution she will gladly send it to you via email. Review it with your chapter. Margaret would like your opinion because she will be discussing it with the other region presidents prior to the Annual Meeting on Friday at CONSTRUCT.

Action items: Please be sure to submit your Chapter Report to John, and Gail electronically if not done previously.

Barbe will look for a location for the next LOS meeting. Date will be mid-August. Possible October if the hotel rates are lower.

Region Business Meeting: At CONSTRUCT in Room 316, Thursday, September 11, 2014 at 5:45 pm for all members of the region. An opportunity for all region members to attend to hear about any decisions at this meeting, and at any past teleconferences board meetings.

Next teleconference board meeting will be October 13, 2014 at noon.

Next Region Board Meeting will be by the Philadelphia Chapter in Concordville.

Please pick up any chapter reports that you did not get previously today.

Meeting adjourned at 7:08 pm.

Respectfully submitted,

John D. Sweigart, Secretary

