

**MIDDLE ATLANTIC REGION CSI
REGION BOARD MEETING
April 3, 2014
Hampton, VA**

CALL TO ORDER: 6:37 pm

Region President Margaret Chewing asked Mike Lechleitner to introduce all Fellows present to stand, and be recognized. Applause.

Gail Nagie introduced Joseph Anetrella, CSI , ____, Institute Director as a guest.

ROLL CALL:

Region President: Margaret Chewing, FCSI CCS
Region Vice President: Mike Lechleitner, CSI
Region Vice President: Gail Nagie, CSI CDT
Secretary: John Sweigart, CSI CDT emeritus
Treasurer: Thomas Feulner, CSI CCSS CCA
Institute Director: Ray Gaines FCSI CCS
Academic Programs:
Awards: Rick Rivin, FCSI
Certification Chair: report sent
Conference Oversight: Dave Lorenzini, FCSI CCCS
Education:
Electronic Communications:
Membership: Mitch Miller FCSI CCCS
Nominations: Margaret received a report
Planning Chair: Barbe Shaffer, CSI CDT

CHAPTERS:

Allentown- Lee Ann Slattery, Pres.-Elect, (for Tina Montone)
Baltimore – Marc Held
Blue Ridge -
Central PA - excused
Central Virginia -
DC Metro - Tom Feulner representing
Erie-Northwestern -
Northcentral Penn -
Northern Virginia - Luigi Grande
Pennsylvania Railroad - Mark Lechleitner
Philadelphia - Walt Zapor
Pittsburgh - Miki Vargo
Richmond- Ken Cordo
Tidewater - Eric Guran
A quorum is present

PRESIDENT'S REPORT: Margaret Chewing welcomed everyone to Hampton, VA
Thanks to those that provided printed reports for Chapter's to take a copy with them.
Please send digital reports to John, and also to Gail for records archival purposes.
Gail passed out new business cards with email address.
John only received only three reports as of yesterday.
John Sweigart's email is jdsacadia@verizon.net.

PRESIDENTS REMARKS: Margaret asked each Chapter present to give a verbal report, and with this Spring report you should identify what the Chapter accomplished. Due to time constraints each presented one major accomplishment, and an issue that you would like discuss this weekend, and hopefully you will receive a solution that can be implemented. After this meeting we go to the “Conch and Bucket” restaurant with our spouses or our significant other. Barbe asked for a head count since they do not take reservations, and notify of a possible attendees.

INSTITUTE DIRECTOR'S REPORT: Ray Gaines reported that the Board met approximately five weeks ago in Phoenix, AZ as mainly a strategy session. A general direction was established as placing our emphasis on being an educational organization. The current issue is getting credentials for certification to work on government contracts. The Army Corps of Engineers has embraced a title Government Specifications Professional. This will probably be the next certification program. Also thinking of other ways to expand credential improvement. Joseph Anatrella did not want to elaborate further in order to save meeting time. A presentation will be given at the Convention.

APPROVAL OF MINUTES: Motion to approve the March 10, 2014 Teleconference minutes, as amended, by Eric, seconded by Gail that under the Treasurer's Report \$2,000.00 seed money available in the budget for Philadelphia, should be replaced by “for Tidewater.” All accepted saying “Aye”. The October 2013 minutes are still missing.

TREASURER'S REPORT: Thomas Feulner handed out the Treasurer's Report Year to Date FY 2014. The first two pages show the Budget FY 2014, and the Year To Date 03/31/2014 expense of \$15,342.29, and a deficit of approximately \$3,600. More will be added as the allocations come in from the Institute. Worksheets show breakdowns. The bank statement, his computer statement, and checkbook all are all in balance. The Treasurer's is filed for audit per Margaret. Tom reviewed “The Proposed Budget FY 2015”. The Audit/Tax preparation amount for 2015 proposed was increased to \$300.00 after Tom had discussions with tax preparers, etc. \$400.00 for two insurance policies. One is for Crime, and one is for Liability. The Region Board Meeting, and LOS scheduled for Altoona was moved to FY 2015 from the previously listing in FY 2014. Proposed budget income is \$43,250.00 versus proposed expenses of \$43,200.00. Reminder that this is purely a budget, and we are currently spending less than shown. Margaret thanked Tom for the reports.

Margaret reported that the first Region President's Teleconference was held last night. Looking to funding from the Institute for an initiative. Looking for support of approximately \$2,000.00 per Region per year. Mike Lechleitner elaborated on how this initiative came about since my friends, and yours do not understand what CSI is about when telling them about attending a conference like this. What ? Why CSI? In a CSI leadership meeting in Atlanta, Mike proposed an Info-Graphic approximately 90 seconds in 4D using a BIM project. “How did CSI affect building (construction) process? Need to have industry awareness, and use for member recruitment. A proposed cost is \$25,000.00 or \$2,000.00 per Region, Chapters, add corporate sponsors, and software management companies. Miki Vargo made a motion to add a line item to the budget for \$2,000.00 toward funding this initiative, seconded by Walt Zapor. All agreed “Aye”. Budget amended for line item as CSI Info-Graphic. Margaret thank Tom for putting the reports together.

CHAPTER REPORTS:

Allentown: Lee Ann Slattery-- Expo 2014 scheduled, four seminars scheduled, 70 + vendors. This has been the most successful event which generates a cash to run chapter.

The challenge is to find a new academic affairs chair since the last person got a promotion out of the area.

Baltimore: Marc Held reported ballot out now with some new faces as elected. Second Vice-President moved to director position since he wants to retire. Secretary space needed to be filled.

Efforts toward “Re-building Baltimore Event”. Achievement is the restructuring of meetings to attract emerging professionals at an affordable cost with a different venue with classroom setting in lieu a full course dinner plus parking costs.

Biggest issue is meeting site. Also, working with Construct 2014 to provide a harbor cruise, and need sponsors.

Blue Ridge: Margaret gave a report from Kyle Dobbins stating biggest success was holiday party raising \$1,000.00.

Issue is recruiting new members, and membership retention.

Central Virginia: Ray Gaines reported that starting January the meeting format changed to meeting in a local bar at 4:00 pm with technical programs then networking with dinner afterwards.

The issue is survival. Ray has secured a younger person to eventually slide into the position of President within a year and a half.

DC Metro: Tom Feulner reported that the greatest success was the final approval of amended bylaws after many years of effort.

Issue is membership!

Northern Virginia: Luigi Grande reported that a newsletter has been re-instituted since 2002.

Also the website was improved but still needs more improvement.

Membership is the major issue with people moving, and the poor economy.

Pennsylvania Railroad: Mike Lechleitner reported biggest accomplishment good membership retention, but not many members.

Challenge is the large geographical area makes attending meetings difficult for many so how to put value into belonging and attending.

Comment- suggest webinars to call into for participation.

Philadelphia: Walt Zapor stated their accomplishment was reactivating certification classes using facilities of a large AE firm, which had good attendance. Membership is slowly increasing, and also attendance.

The challenge is keeping positions filled. Constant churn of officers continually means always looking for replacements.

Pittsburgh: Miki Vargo reported that certification chair is a challenge with job loses, and then the new training manual for a leader to use for teaching. Need someone for the program, and re-institute the training program.

Major accomplishment is the student outreach program “spec writing for non-spec writers”.

This months program is “Are you smarter than a spec writer?”. Inviting local college and university kids, and professors to participate, but we pair them up with product rep as teams asked the questions. A spec writer is the classroom, and they write their answers then decide the right answer. A small monetary prize is given as part of the scholarship program.

Richmond: Ken Cordo reported that success has come from moving meetings around, and separating the technical meetings from the social meetings. Daytime “lunch and learns” bring out 35-45 people. At night the attendance 25-35 people.

Biggest challenge is that we separated people into two sub-sets. Now the biggest challenge is to get people to attend both meetings.

Tidewater: Eric Guran reported successful CDT classes. At the lunch programs still having meals.

Bad news is a lot of layoffs, budget cuts with firms not paying member dues or meals. Need another source to find people. Excited about a member at University of Norfolk State with being successful to get CDT program segments into their construction documents classes, and their construction management program.

Issues are membership, and need for committee chairs.

President Margaret Chewing thanked all the above for their reports.

REGION COMMITTEE REPORTS:

Certification: Margaret reported that a lengthy report was submitted by Steven Weisensale.

Read the written report provided to you at this meeting. See listing of those that passed the exams, also a

list of Chapters having a preparation program. If you have any questions give Steve a call?

Membership: Mitch Miller asked how many present have sponsored a member this year. Three acknowledged yes. We have to lead by example! If you sponsor a member then you get a BOGO. BOGO's are great to give to someone as a perspective member that will benefit from it.

Also, when you have an event, call the Institute and ask to get discounted memberships for two weeks after the event.

At Altoona Mitch will be giving a program titled "The value of belonging. What should you expect?" Get your membership chairs there to hear and understand the value of belonging.

Miki asked about membership lapse due to unemployment? Mitch responded that the Institute allows a 6-month deferment. Mitch stated that the member must contact Chapter.

Margaret said this subject needs more discussion, we are running short on time.

Communications: Margaret said she has information if you call her.

Planning Operations: Barbe stated the location for LOS in August is not set. Barbe researching.

Mike L. will look for another hotel/motel location. By May we expect to resolve with agenda.

Margaret said that current Chapter President and/or President Elect should be there.

Nominations: Margaret said that the nominating committee needs slate of officers for FY 2015-2016.

Requirements for committee is two past region presidents, and two chapter presidents. Need volunteers.

Conference Oversight: Dave Lorenzini said that the guide not completed.

Awards: Rick Rivin reported that on Saturday night the Mid-Atlantic Region will be making 17 awards, the Region President will be making 12 awards, and the Institute Director will be making two awards for a total of 31 awards. Looking forward to seeing you there. Also in August, Rick will be presenting a seminar on "How to gear up for winning awards at all CSI levels".

Margaret said that the postmortem for the conference is scheduled for the business meeting, and the Sunday breakfast. Let your Chapter members that are here know about the opportunity to let the oversight committee know about issues for the next conference. Give suggestions that the next group can use.

OLD BUSINESS: Gail Nagie spoke about the archiving process by reading many pages, and made a listing of the inventory that she has, but still not through all of the material. Reviewed 5 of 7 boxes.

Need knowledgeable people to look through and check off and saving. Not in any order now so needs organization. Striving for completion by August.

Tom has financial files from 1990's – mid 2000's to give Gail.

NEW BUSINESS:

Next Region Business Meeting: April 5, 2014, 4:45 pm, MARC2014 here.

All members are requested to attend.

Next Region Teleconference: May 12, 2014 at Noon.

Next Region Board Meeting: Fall 2014 (FY2015), August 8-10, Altoona, PA.

ACTION ITEMS: John requested that digital reports be submitted to him, and also to Gail if you have not done so already.

Walt asked about chapter dues and officer submissions deadline? Margaret stated the information is needed before April 30, 2014.

Margaret thanked everyone for coming to the meeting.

Meeting adjourned at 8:13 pm.

Respectfully submitted,

John D. Sweigart, Secretary