

**MIDDLE ATLANTIC REGION  
TELECONFERENCE BOARD MEETING  
OCTOBER 15, 2012**

**CALL TO ORDER 12:01 PM**

**ROLL CALL:**

President Chewning, 2<sup>nd</sup> VP Lechleitner ,Secretary Nagie, Treasurer Feulner, Institute Director, Ray Gaines

Baltimore Howe, Central Pa Beauduy, Central VA Gaines, DC Metro Feulner, North Central Pa Day, NOVA MacPherson, Pa Railroad Lechleitner, Philadelphia Stutzman, Pittsburgh Vargo, Richmond Vaughn, Tidewater Luce.

Committees: Communications Miller, Conference Oversight Lorenzini, Planning/Operations Shaffer

Region Conferences: 2013 Central Pa Beauduy  
2014 Tidewater Luce  
2015 Philadelphia Stutzman

**PRESIDENTS REMARKS:** Margaret Chewning

5 Virginia Chapters will be sharing a booth at The Architectural Exchange to promote CSI. Margaret would like to know if Maryland and Pennsylvania have such events. No one present has any knowledge of such events.

Phoenix Report: Margaret was glad to see so many in Phoenix. The Institute is proposing a Logo change as part of its re-branding. When something is published Margaret will see that each chapter gets a copy.

**VICE PRESIDENTS REPORT** Mike Lechleitner

Chapter 18 of the Region Guide has been posted on line. Chapters and Officers are requested to review this document. All comments should be directed to Mike by November 30<sup>th</sup>.

**MINUTES** -- Gail Nagie

The August 11, 2012 Minutes will be posted on line and will be voted on at the next meeting.

**TREASURERS REPORT** Tom Feulner

All books are balanced and we are in good financial shape.

Tom has not received an invoice from “Join Me” for our annual fee. Margaret put this charge on her credit card and submitted a voucher for reimbursement. Tom will verify and pay.

Tom needs a voucher from Mike Lechleitner for his Phoenix trip expenses. He has received Gail's and will be sending out a check this week.

Remember when preparing vouchers include all expenses but note what amounts are covered by our budget. This will assist Tom in future budgeting. Expenses were under budgeted for both the Secretary and Treasurer for the Phoenix trip. We need to look into this for future budgets.

A financial committee needs to be put together to review the budget. We also need to establish who needs to go to the Convention and to what extent they will be reimbursed in the future. Seasoned members of the Region will be asked to assist in this matter and report to the Board by February.

## **INSTITUTE DIRECTORS REPORT** Ray Gaines

The Institute unveiled its new proposed Logo in Phoenix at its Annual Membership meeting. The Re-branding task team report should be available next month. **DO NOT USE THE NEW LOGO YET.**

The Technical/Education Program proposed at the AGM Meeting has been looked at by the Board and they have set up a Task Team to look further into this proposal. This program would assist Interns for both Architects and Engineers further their education upon entering the work place.

Fall Certification exams are almost over. Begin to promote the Spring Exams.

Please promote you chapter members to vote in the elections in February. Our Officers and Institute Director are all running for another term.

Recruit as many new members as you can. We want CSI to grow.

## **COMMITTEE REPORTS**

### **Education/Technical** Mary Ellen Pfister

Not on the call but submitted a written report to Margaret.

### **Certification** Steve Weisensale

Not on the call but submitted a written report to Margaret.

Note: The Fall Institute Report on exams shows that most of the Region exams are CST and are registered through NOVA and Central Virginia.

Mike Bosco of Pittsburgh has updated his CDT cost information sheet. This information will be posted on the Region Web.

Membership John Morgan

Not on the call. No report was received

**Awards** Alan Geary

Not on the call. No report at this time.

**Electronic Communications** David Miller

Will be updated our Web with information about Construct 2013.

He requests any additional information for the March 8-9 Meeting in Frederick. Barbe will send him this information.

**Planning/Operations** Barbe Shaffer

Everything is set up for the March 8-9 2013 meeting in Frederick Maryland at the Hampton Inn and Suites. The Board Meeting will start at 4:30 pm till 9 pm on Friday March 8<sup>th</sup>. LOS will be March 9<sup>th</sup>.

Margaret wants suggestions from each chapter regarding what they want for LOS Training. All issues you want addressed should be forwarded to her and Mary Ellen Pfiester.

Barbe needs a deposit for the Hotel. She will send that information to Tom.

**Nominations** Sal Verrastro

Not on the call.

Margaret needs the Bio Sheets from Mike and Gail as well as a photo from Mike by the end of the week. She will forward them on to the Institute who will handle our elections in February. Even though there is only one name on the ballot for each position write-ins are permitted.

**Academic Affairs** No chair

We still need a chair.

**Conference Oversight Committee** David Lorenzini

The Host Guide has been updated. A copy was sent to Eric Guran at Tidewater.

Part 1 of the Guide is out for comments. Comments are requested by November 1<sup>st</sup>.

## REGION CONFERENCE REPORTS

2013 **“NEWS FLASH Central PA is hosting a Region Conference in Gettysburg, Pa May 2-5 2012.”** The Tours and Social Events are all planned. Technical sessions are still being worked out. Costs should be established by December when their web site goes on line.  
CSIMARC13.ORG

Barbe suggested they check with their hotel often to verify registrations so they will fall under their block.

2014 Tidewater Planning is continuing.

2015 Philadelphia Is just beginning their planning

2016 Baltimore They are looking into hosting but have not confirmed.

2017 Information not available yet.

**OLD BUSINESS** None

**NEW BUSINESS** None

### REVIEW OF ACTION ITEMS:

- 1) Margaret to look into State Wide events for Maryland and Pennsylvania
- 2) Mike needs to forward his reimbursement voucher to Tom for the Phoenix Construct 2012.
- 3) Margaret to set up a Financial Task Team to assist Tom in revising the budget. This team should be seasoned members of the Region. They will report to the Board by February.
- 4) Everyone should promote the Spring Exams.
- 5) Everyone should promote the Elections in February to all members of their Chapters.
- 6) Margaret wants input from all Chapters about what they want for LOS 2013.
- 7) Barbe to get information to Tom for a Hotel deposit for the March 8-9 meetings.

There being no further business and we ran out of time the meeting was adjourned at 12:52 pm. Virginia Chapter Members were requested to stay on line to discuss the upcoming Architecture Exchange promotion.

Respectfully submitted,

Gail L. Nagie, CSI, CDT  
Region Secretary