

**MINUTES OF THE
BOARD OF DIRECTORS MEETING**

Metropolitan Detroit Chapter of the Construction Specifications Institute

A regular meeting of the Board of Directors of the above corporation was held on May 8, 2007 at 3:30 p.m. – Farina’s Banquet Facility, 2485 Coolidge, Berkley, MI

The purpose of the meeting: **Regular** monthly meeting.

I. QUORUM.

- A quorum was declared present based on the presence of the following Directors: President David Paterson, 1st VP, Jerry Marquette, VP Prof., Robin Rund, VP Ind., David Oglesby, Treasurer, David Jenosky, Robin Speer, Brian Tognetti, Bruce Comstock and Vic West.
- Also present were future board members Sabrina Kassab and Don Bauman.

3:45 p.m. Meeting called to order by Jerry Marquette. No mail was distributed.

II. REVIEW, UPDATES

- No mail was distributed at this meeting.

III. UPCOMING EVENTS

- The Presidents Ball will be held on Tuesday June 12th at the Detroit Golf Club. Members will be able to attend and guests will be charged \$35.00. the chapter will pay for 10 guests to attend.
- The next board meeting will be held on Monday June 25th at PPG offices located on Telegraph Road in Southfield between 7:30-9:30am.
- A program meeting is scheduled for May 11th.
- Regional Conference Updates:
 - The Thursday golf outing is booked at Shenandoah Golf Club and the Statewide meeting will be held at the clubhouse following the golf outing. Vic West is looking into producing a flier for the outing.
 - The Thursday state wide meeting dinner will be at 6:00pm following cocktails at the golf course. The program, “Total Building Commissioning” will commence at 7:00pm.

IV. PEOPLE / COMMITTEES

- Membership Committee; Tim Ford held a new member orientation concurrently with the board meeting.
- The Budget Committee will meet to discuss the 07/08 budget.
- David Paterson would like to sit down with the Technical Committee to discuss ideas for the direction of the committee.

V. REVIEW REPORTS

- Board Meeting Minutes prepared and distributed by David Jenosky. David Oglesby moved the minutes be passed as amended, motion seconded and passed.

- Budget; David Oglesby reports that the chapter is currently on budget as projected. The chapter will re-evaluate the certificate of deposit vs. a money market type account after the Regional Conference is held so the chapter funds will not be tied up if needed to cover expenses.

VI. OLD BUSINESS

- David Paterson motions that the board adopt using “PayPal” for collecting payments on the website for chapter functions including the Regional Conference as long as it will not double the percentage currently paid by the chapter for accepting credit cards. The motion was seconded and passed by the board.
- Bylaws/Administration Guide Revision; discussion tabled.
- D & O Insurance; discussion tabled.
- CAM Expo; a wrap up meeting will be held on Wednesday May 9th at 9am. Any interested board members are welcome to attend.

VII. NEW BUSINESS

- The Chapter will no longer accept credit card numbers over the phone through Maple Secretarial.
- Payment for the Regional Conference will be on a tear off portion of the registration form.
- A rough draft of the next agenda should be forwarded to the board members for pre-meeting discussion at least one week prior to the board meeting date.

6:15 p.m. Meeting duly adjourned by Jerry Marquette.

Minutes prepared by David Jenosky.