

**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 June 25, 2007 at 7:30 a.m. – PPG Inc., 23361 Telegraph Rd., Southfield, 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., Kay Kocis, Secretary, David Oglesby, Treasurer, David Jenosky, Robin Speer, Vic West.
- Also present were Jerry Reed, Past President and future board member Don Bauman.

7:35 a.m. Meeting called to order by David Paterson. No mail was distributed.

**II. REVIEW, UPDATES**

- Overall review of the Presidential Ball at the Detroit Golf Club was that it went very well. David Oglesby is finalizing his negotiations with Richard Dumas on the bill. David Paterson notes that Robin Speer was unable to attend but that he wants to be sure that she is aware we all missed her, are thankful for her years of service and contribution to CSI and wish her continued success in her endeavors.
- Jerry Reed gives an update on the status of the Regional Conference plans; sponsorships are down which will be affecting the spending, Friday speaker is still needed, the Salesman seminar has been cancelled, manpower is needed in the area of an event coordinator of the scheduling & delegating of volunteers – David Oglesby agrees to discuss the possibility of his wife taking this on as she is experienced in this field already. Jerry also notes that an AV Coordinator for equipment is needed; Don Bauman agrees to handle this.
- David Oglesby gives a brief review of the CSI Convention in Baltimore; he attended the annual meeting as a Delegate for our Chapter, no issues were on the docket to be voted on. Overall the show was a success; it reaped the best attendance of a National CSI Convention in many years.

**III. UPCOMING EVENTS**

- The next board meeting will be held on Tuesday, July 17<sup>th</sup> at PPG offices located on Telegraph Road in Southfield between 7:30-9:30am. Typically our Chapter does not have a board meeting in July due to the golf outing and/or past family summer event, however, our golf outing will be held in conjunction with Regional next month, since Regional is hosted by our Chapter and July will note Jerry Marquette's first month as President, he would request a board meeting in July.

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#### **IV. PEOPLE / COMMITTEES**

- The Budget Committee will meet to discuss the 07/08 budget; Jerry Marquette will coordinate the day, time and announcement.
- Jerry Marquette will discuss the Awards Committee with Jack Garnett and Sabrina Kassab as she expressed interest in helping on this committee. David Paterson expresses that nominations should be made throughout the year by this committee and that there should be some student involvement, especially pertaining to the scholarship awards.
- Vic West distributed a spreadsheet with the upcoming scheduled programs for 07/08. He noted that the Ford tour that is listed for October is tentative and very costly; the board should consider the possible alternative of a tour of the Henry Ford Estate in Dearborn. He also confirmed with the board that our joint meeting with ACI in November may require a date change as their monthly meetings are not in line with our regular meeting date of the second Tuesday. Sande Budd has all the guidelines for the Holiday Event in December, to be discussed at a later date.
- Bruce Comstock has resigned the board due to workload. Tony DeBoard is the board nominee in the latest election that received the most votes. Jerry Marquette will contact Tony to seek his acceptance of the position and advise the board as soon as possible.

#### **V. REVIEW REPORTS**

- May Board Meeting Minutes prepared by David Jenosky, distributed by Kay Kocis. Kay Kocis moved the minutes be passed as presented, motion seconded and passed.

#### **VI. OLD BUSINESS**

- Bylaws/Administration Guide Revision; discussion tabled.
- D & O Insurance; discussion tabled.
- CAM Expo; Robin Speer advises that there will be a meeting held July 12<sup>th</sup>, any interested board members are welcome to attend. Our Chapter is still awaiting our portion of the funds from the February Expo.

#### **VII. NEW BUSINESS**

- Chapter Scholarships; merit and competence required for awards were briefly discussed. David Paterson feels that criteria should be set with specific qualifications for the recipients of the scholarships.
- David Oglesby motions that members that attend Regional Conference from our Chapter will have their registration fee reimbursed, via voucher; this will strictly be the registration fee, less meals, travel expenses, and any associated events. All members will pay their fee in advance and receive a voucher that can be exchanged for their reimbursement at the entrance of the conference seminar they will be attending. Motion seconded and passed.
- David Paterson motions that our Chapter members that attend the Statewide dinner after the Chapter golf outing, will have their dinner fee waived. This only applies to those members that are not golfing, as dinner is included in the golf registration fee and only to Detroit Chapter members; just as our monthly dinners are covered in our dues the rest of the year. Motion seconded and passed.

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- David Oglesby motions that David Wyatt's full registration fees at Regional Conference be waived, including meals, events and exclusive hotel; this will be an approximate value of \$200. David Wyatt will be serving as Moderator of the Specifiers Round Table. Motion seconded and passed.

9:45 a.m. Meeting duly adjourned by Jerry Marquette.

Minutes prepared by Kay Kocis.