

**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 September 12, 2006 at 3:30 p.m. – Farina’s Banquet Hall, 2485 Coolidge Hwy, Berkley, MI

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

- I. QUORUM.** No quorum present. Five directors in attendance:  
David Paterson, President, Jerry Marquette, 1<sup>st</sup> VP, Kay Kocis, Secretary,  
David Oglesby, Treasurer, David Jenosky  
Guests/CSI Members: Sande Budd, Past President, Tony Wolf, Webmaster,  
Jerry Reed, Past President

3:40 p.m. Meeting called to order by David Paterson. Mail distributed by Kay Kocis.

**II. PEOPLE/COMMITTEES**

- David Paterson reviews the new administration. The focus and emphasis will be on education, with plenty of funding and efforts to support this underlying theme; promotion of education. He suggests that we start with a mentoring program to the college students. He is hopeful that CSI board members and general membership step up and contribute their best talents toward the mentoring of aspiring students. He will be teaming up with Jerry Marquette to put together a solid plan that will carry into Jerry’s term. It is noted that we need to improve our distribution method of scholarships that are awarded.
- David Paterson would also like to see CSI team with other local construction networking groups, such as ESD, for joint meetings. This will allow for a broader context of the building, design and construction community.
- David Paterson reviews the current membership status. He suggests that we include excerpts/articles, such as a mini bio, in the DesCipher on new members and especially past presidents. He solicits ideas from the board on recruiting ideas. David Jenosky volunteered to interview new members to obtain the bio information. Kay Kocis suggests that New Member Orientations be held more often than once per year.
- David Paterson announces that our chapter is in desperate need of a Program Chairman, there are several committee members. David Oglesby suggests that a meeting be arranged with these members ASAP, so that a listing of the scheduled programs can be submitted for printing in the DesCipher. Jerry Marquette agrees to coordinate it.

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### **III. UPCOMING EVENTS**

- Region Conference 2007, our guest, Jerry Reed speaks to the board about the plans in motion. He suggests that the statewide meeting be held in conjunction with the conference, on Thursday evening. He would also like to move the golf outing to Thursday as well. There will be a 10% commission paid back to CSI for rooms at the hotel for conference attendees. There will be a total of 106 rooms blocked for our reservations (out of 1200) at the Downtown Marriott at the RenCen.
- CSI's annual Holiday Event coming in December. Our guest, Sande Budd has volunteered to coordinate the event as well as the Presidents Ball next June. She suggests that we consider Meadow Brook which will include a Christmas Walk/Tour. She reviews the costs involved and it is decided that she will take a vote via email since there is no quorum present. Due to time, we must move quickly with the plans. Her suggestion for the Presidents Ball would be Forest Lake Country Club in Bloomfield Hills, to be later discussed in detail.
- The October membership meeting is scheduled to be a LTU Building Tour, hosted by Jim Abernethy.

### **IV. REPORTS**

- Board Meeting Minutes of the previous meeting were taken by Robin Speer, who is not present at this meeting. It is decided that they will be reviewed at a later date.
- David Oglesby reviews the financial report with the board.

### **V. OLD BUSINESS**

- Status of the Chapter Website is presented by our guest, Tony Wolf. He reviews the options for the web site provider. He also reviews the recent format of the post card mailings; the general consensus is that we keep this format. Overview of the design of the website is reviewed as well. Tony notes that the timing of the communication to him regarding meeting information is critical, especially since we currently do not have an appointed program chairman.
- It is also discussed that member contact information needs to be updated as much as possible to reach out to members via email, if not telephone or regular mail.
- David Paterson inquires about the CSI Foundation Donation of \$500; David Oglesby confirms that this amount classifies us as an Associate.
- David Oglesby questions the board as to the decision regarding liability insurance, as he has been receiving quotes for premiums. It is to his knowledge that we have never obtained a policy. The board encourages him to review this with Tom Krynski as it is assumed by the board that this was already done.

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## **NEW BUSINESS**

- David Oglesby reviews the board vacancies. We currently have 2 positions to be filled, preferably our candidates/nominees will be Professional to keep the Industry/Professional split even.
- David Paterson suggests that he may present the speaker, for tonight's membership meeting, with an honorary \$200 check. He asks the board their opinion. It is determined that he will withhold it, that honorary checks have never been given in the past and may not be a good precedent to set.
- David Oglesby reviews the outcome of the Region Conference which he attended in Dayton, Ohio. The conference is primarily geared toward the education for the chapter's officers and committee chairmen. There were plenty of educational programs offered for leadership enhancement.

**VII. NEXT MEETING.** The next meeting of the Board of Directors will be held October 10<sup>th</sup> prior to the membership meeting, time and location to be announced.

5:15 p.m. Meeting duly adjourned by David Paterson.

Minutes prepared by Kay Kocis.