

# Greater Lehigh Valley Chapter C.S.I.

## The Construction Specifications Institute

### March 20, 2019

## Board of Directors Meeting Minutes

Members	Attendees	Members	Attendees
Clint Newton, President	X	T.J. Chambers, Director, Punchlist	X
Kevin Grega, President-Elect, Expo Chair, Academic Affairs	X	Janet Grazul, Director, Communications Co.	X
David Wrigley Vice-President, Program Co.	X	Tim Durso, Director, Education	
David Fenstermacher, Secretary		Jason Betar, Director	
Roxanne Verrastro, Treasurer, marc19		Jeff Surovi, Director	
Jon Lattin, Immediate Past President, Advisor, Awards, Nominating, Sponsorship		David Hausman, Historian, Scholarship Co., Fiscal Planning	
LeeAnn Slattery Advisor		John Cannon, Scholarship Co.	
Tina Montone, Sr. Advisor, Publicity, LRP	X	Mark Lewis, Membership, Communications Co.	
Carmen Beinhauer, Hospitality Co.		Micah Hessinger, Technical	
Sal Verrastro, Program Co., Scholarship Co. Fiscal Planning		Tim Sisock, Communications Co.	
Mitch Miller, Fiscal Planning, Certification	X		

The Greater Lehigh Valley Chapter CSI Board of Directors held a meeting on Wednesday, March 20, 2019 at the Homewood Suites Conference Center, Center Valley, PA. President Clint Newton opened the meeting. A quorum was not present.

#### **Board Minutes:**

- The minutes from the February 2019 Board meeting were reviewed and filed.

#### **Treasurer's Report:**

- No report.

#### **Committee Reports:**

##### **Academic Affairs: Kevin Grega**

- Nothing new to report. The 2019 BEPrep Workshop (Increasing Technician Preparedness in the Build Environment) will be held at Temple University May 16 & 17 (Thursday and Friday) from 8:30 – 4:00pm.

##### **Awards: Jon Lattin**

- No report.

##### **Certification: Mitch Miller**

- Mitch is looking for someone to take over the CDT classes for next year.

##### **Education: Tim Durso**

- No report.

##### **Electronic Communications: Janet Grazul (CSI GLV Chapter Website), Mark Lewis**

No report.

##### **Expo 2019: Kevin Grega**

- Expo 2019 is scheduled for April 3, 2019 (April 2 set-up day) at the Holiday Inn.
- Theme "Code Blue"
- 2019 CSI Expo event landing page has been released.
- <http://events.r20.constantcontact.com/register/event?oeidk=a07eg01feumc5ffa92f&IIR=rb7yqmbab>
- The CSI Expo website is live: <http://www.thesciexpo.com/>

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**Fiscal Planning Committee: Mitch Miller, Dave Hausman, Sal Verrastro**

- No report.

**Historian: David Hausman**

- No report.

**Hospitality: Carmen Beinhauer**

- No report

**Long Range Planning: Tina Montone**

- Will schedule a call later in the month.

**MARC 2019 Committee: Roxanne Verrastro**

- No report.
- Planning meetings are in progress.
- Website is up and running. Attendee registration in progress.

**Membership: Mark Lewis**

- No report.

**Nominating Committee: Jon Lattin**

- No report.
- Looking for candidates to fill positions, Vice President, Secretary, & Treasurer which are all one year terms

**Program: David Wrigley, Sal Verrastro**

April 03	EXPO'19
May 15	Topic: Tour of "Revolution Recovery" Recycling Center
June 19	Membership Appreciation and Awards night
June/July	Summer Picnic
August	CSI night at the Iron Pigs

**Publicity: Tina Montone**

- No report

**Punchlist: T.J.Chambers**

- No report.

**Scholarship: John Cannon, Dave Hausman, Sal Verrastro**

- John Cannon needs to be replaced as chair since he has relocated out of the area.
- Sal will take over as chair of the scholarship committee.

**Sponsorship: Jon Lattin**

- No report

**Technical: Micah Hessinger**

- No report

**Young Professionals**

- Planning for events in progress. Considering regional approach with several more localized events.

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**Unfinished Business**

- 07/01 At the July meeting it was stated that significant time had been spent discussing the potential GLV CSI committee organization as presented by President Newton. The document "Chapter Structure and Committee Review" was distributed with the comment that everyone should review the contents and be prepared to begin a discussion next month. **Update: 10/17/18:** President Clint reported responses have not yet been received. He noted he will "re-send" the documents. **Update 12/12/18:** Clint reported he will resend the documents to committee chairs, edit info returned and will be prepared discuss at the next meeting. **Update: 01/16/19:** Tabled to February; please send responses for discussion. **Update: 03/20/19:** Tabled to next month.
- 12/01 Clint suggested the chapter obtain several "a-frame" lawn-type name and logo signs to be used at chapter meeting locations, events, etc. Roxanne to verify if People Signs can provide printing on PVC boards, approximately 24" x 36", printed on two sides. Discussion will continue. **Update 01/16/19:** Pricing for inserts will continue. **Update 03/20/19:** Clint will get alternate pricing pending input from Roxanne.
- 12/02 Dave Wrigley reported he is running low on speaker gifts and would like input on ordering more gifts. An inventory will be made of leftover gift material from previous EXPOs, MARC, etc. **Update 01/16/19:** Roxanne has supplied Dave with "leftover" gift material.

**New Business**

None reported.

**Upcoming Events**

**EXPO'19: April 3, 2019 at the Holiday Inn Conference Center, Fogelsville, PA**  
([www.thecsiexpo.com](http://www.thecsiexpo.com))

**MARC'19: May 2-4, 2019 at the Homewood Suites in Saucon Valley, PA, sponsored by GLV CSI.**  
([www.marc2019.com](http://www.marc2019.com))

**CONSTRUCT'19: October 9-11, 2019 at the Gaylord National Resort & Convention Center,**  
**National Harbor, MD** ([www.constructshow.com](http://www.constructshow.com))

**Institute Website: [csiresources.org](http://csiresources.org)**

There being no further business, the meeting was adjourned.

Respectfully submitted,

Clint Newton for

David R. Fenstermacher, CSI  
Secretary