



Santa Clara Valley Board Meeting Minutes - Draft

2 April 2015

Biltmore Hotel and Suites
2151 Laurelwood Road
Santa Clara, California

- I. The meeting was called to order by Chapter President Rietta McCain at 5:07 p.m.
- II. Attendees:
 - A. Board Members Present:
 1. Rietta McCain, CSI, CCCA, AIA, LEED AP ID+C – President
 2. Rose Garrison, CSI – Vice President
 3. Jim O'Keefe, CSI – Treasurer
 4. Maia Gendreau, AIA, CSI, CDT – Secretary
 5. Julie Barrett, CSI, CDT – Past President
 6. Katia Griggs, CSI – Director
 7. Jim Morelan, CSI, AIA, LEED AP – Director
 - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED, EDAC
 - C. Committee Chairs: none.
 - D. Members: none
- III. The minutes of the March meeting were reviewed by those present. Minutes are approved as distributed.
- IV. Treasurer's Report:
 - A. The bank report is not available yet due to it being the 2nd of the month. The report will be compiled as soon as it is available and emailed to the Board.
 - B. Dues from January, February and March will be remitted from Institute over the next three months.
- V. Region Director's Report:
 - A. The Region Board meeting is next month.
 - B. Call the Region Award nominations is still open.
- VI. President's Report:
 - A. The Institute database migration is now fixed and up and running. Membership rosters are once again available.
 - B. Upcoming events include the West Region Conference, CSI Academies, and the ADA seminar.
 - C. The monthly President's call revolved around the West Region Conference.
- VII. Unfinished Business
 - A. Badges and Pins
 1. Additional CSI pins have arrived and are in the meeting box.
 2. New name badges for new members will arrive tomorrow.
- VIII. New Business
 - A. Election Results
 1. Twenty two ballots were received, one unsigned.
 2. The slate of candidates is elected and certified by the Board.
 - B. Ardex Plant Tour
 1. A tour of the Ardex's new plant in Stockton has been offered to the three bay area chapters.
 2. The manufacturer has offered to provide bus transportation to Stockton and a meal.
 3. Thoughts from the Board:
 - a) Large time commitment (5 or 6 hours) that will likely need to be on a Saturday.
 - b) Perhaps Ardex having a tabletop at a Chapter meeting would be a good way to test the idea out with the members on who would like to attend.
 - c) Interest for this event needs to be investigated before proceeding.

- IX. Committee Reports
- A. Membership:
 - 1. Membership is at 64 members
 - 2. Six new members have signed up this year so far.
 - B. Education Seminar:
 - 1. No sign ups yet for the May Accessibility Seminar.
 - 2. The seminar will be offered to two students
 - a) The cost will be \$20 each, and will be sponsored by the Student Fund.
 - b) The Students will be requested to write a paragraph about the event for use in the newsletter.
 - C. Programs/Technical/Social: A brainstorming session is scheduled for late April.
 - D. Continuing Education: Tonight's program and the ADA seminar are registered.
 - E. Greeter/Raffle:
 - 1. Three bottles of wine are available.
 - 2. The marble draw is set at \$100.
 - 3. The golf date at the Olympic club is also available as a future raffle, perhaps at the Expo.
 - 4. Albert is not here tonight and Rose will assist greeting.
 - F. Editor: Deadline is next Thursday, April 9th at noon.
 - G. Historian: Rietta will be mailing Julie Brown several DVDs with Chapter photos from the last ten years on them for the archive. This includes scans of the historical photo books used for the Mel Cole Event.
 - H. Awards:
 - 1. The Awards Program is being worked on.
 - 2. Several different options are being considered with the Hotel.
 - 3. The swearing in ceremony and limited awards will be a bit more formal than last years' format.
 - I. Website: The microsite is up to date.
 - J. Operating/House: Twenty-six are expected tonight, including two students.
 - K. Toys-for-Tots: No report.
 - L. Marketing
 - 1. We are still looking for a Chair for this committee.
 - 2. Some additional fund have come in this month: a tabletop and an ad.
 - 3. To reach the goal for the year, we need to raise about \$500 more.
 - M. Expo
 - 1. The deposit has been paid to Levi's Stadium. The date is set for September 16, 2015.
 - 2. There are 30 table tops available. The booths are sold out.
 - 3. The committee is going to meet in the near future for a deeper dive into planning efforts.
 - N. Mel Cole Event
 - 1. Mel was honored to have a luncheon celebrating his 50 years with CSI and sends his thanks to the Chapter.
 - 2. There were 45 attendees. The costs resulted in a net minor loss, which is quite good.
 - 3. The venue and the speaker were much appreciated.
 - 4. See written report for more details.
- X. Announcements:
- A. Tonight we are on the alternate shorten time schedule with only 30 minutes for our networking time. Keep your ears open for member comments on the revised timeline.
- XI. The meeting was adjourned by Chapter President Rietta McCain at 5:40 p.m.