



Santa Clara Valley Board Meeting Minutes - Draft

Biltmore Hotel and Suites
2151 Laurelwood Road
Santa Clara, California

6 August, 2015

- I. The meeting was called to order by Chapter President Rose Garrison at 5:00 p.m.
- II. Attendees: Total of 9 in attendance
 - A. Board Members Present;
 1. Rose Garrison, CSI – President
 2. Maia Gendreau, AIA, CSI, CDT – Vice President
 3. Terri Sudbrook, CSI, AIA - Secretary
 4. Jim O'Keefe, CSI – Treasurer
 5. Jim Morelan, CSI, AIA, LEED AP - Director
 6. Katia Griggs, CSI – Director
 7. Nick Vadasz, CSI, Director
 8. Tina Gonzales, CSI, Director
 - B. Committee Chairs: Billy Kelly
 - C. Members: none.
- III. The minutes of the July meeting were reviewed by those present. Minutes are approved as presented.
- IV. Treasurer's Report:
 - A. Balance Sheet as of July 31, 2015 was distributed at meeting and reviewed by those present.
 1. Copy will be included with meeting minutes.
 - B. \$450 for tonight's raffle.
- V. Region Director's Report:
 - A. Krista Nelson was absence from meeting, but issued out Strategic Meeting Notes to Rose, Maia and Terri. Notes were issued at meeting and reviewed by those present.
 1. Copy will be included with meeting minutes.
- VI. President's Report:
 - A. Rose will put together a doodle calendar invite for a meeting to discuss an approach to implement our goals for the year.
 - B. Instead of an education seminar at next chapter meeting, If a program for September has not been made, Rose suggested using the meeting time for a New Member Orientation/Welcome to CSI and Construction Expo Preview and bag stuffing.
- VII. New Business
 - A. Holiday Party with Tri-Chapters (SF, Oakland and Santa Clara) for December 15th, 2015.
 1. Jim Morelan made a motion to not have party here at Biltmore and have joint party with other CSI chapters. Venue TBD
 2. Tina Seconded.
 - B. Ad Hoc Committee
 1. Our group will review this committee after September 16th Construction Expo.
 2. Ad Hoc committee will verify future events or Holiday party.
- VIII. Old Business
 - A. Albert, Jim O. and Jim M. will complete the review of the Financial report FY15. PENDING
 - B. Budget discussion for FY16
 1. Jim O'Keefe requested two numbers from the Expo committee –
 - a) Revenues and expenses
 2. Maia made a motion to accept the Budget FY16 and Jim O seconded.
- IX. Committee Reports
 - A. Membership: Katia reported a slight membership drop from 71 to 68.

- B. Education Seminar: No report
- C. Programs/Technical/Social:
 - 1. Program for April 2016 has been canceled.
 - 2. Sharing the calendar
 - 3. Dawn Anderson may be able to fill in with an accessibility round table – Maia to arrange if needed.
 - 4. Jim Morelan requested a historic presentation/program.
- D. Continuing Education: No report
- E. Greeter/Raffle: \$450
- F. Editor: Newsletter content deadline is August 13, 2015.
- G. Historian: No report
- H. Awards: No report
- I. Website: No report
- J. Operating/House: 20 attendees are reported for tonight's dinner/presentation
- K. Toys-for-Tots: No report
- L. Marketing: Seat is still open
- M. Expo: Katia gave a recap of the committee report and handed out a flyer
 - 1. Flyer will be included with meeting minutes.
- X. Announcements:
- XI. The meeting was adjourned by Chapter President Rose Garrison at 6:00 p.m.