



Conference Call

December 3, 2013

- I. The meeting was called to order by Chapter President Julie Barrett at 5:05 p.m.
- II. Attendees:
 - A. Board Members Present;
 1. Julie Barrett, CSI, CDT; President
 2. Rietta McCain, CSI, CCCA, AIA, LEED AP ID+C; Vice President
 3. Jim O'Keefe, CSI; Treasurer
 4. Rose Garrison, CSI; Director
 5. Jim Morelan, CSI, AIA, LEED-GA ; Director
 6. Albert Wege III, CSI, CCCA, AIA, LEED AP; Director
 - B. Region Director: Krista Nelson, RA, CSI
 - C. Committee Chairs: Bob Anderson, AIA, CSI
 - D. Members: none
- III. The minutes of the November meeting were reviewed by those present. Minutes are accepted as distributed.
- IV. Treasurer's Report:
 - A. Marketing income has been received.
 - B. We did not receive an invoice from the Biltmore at the time of the November dinner meeting, so there was no expense for meals in November. Biltmore will be mailing this invoice to Jim and payment will be made in December.
 - C. The year to date deficit is improving over the projected loss in the budget.
- V. Region Director's Report - No report
- VI. President's Report:
 - A. The first Region webinar for Chapter Presidents was attempted. It was postponed to a date in December due to technical difficulties with GoToMeeting.
- VII. Unfinished Business:
 - A. Member Contact Campaign: calls and outreach have been focused on the attendees for the January meeting.
 - B. Finding Board Director: At this point in the fiscal year, this task will fall to the Nominating committee, which will be formed at next month's meeting.
- VIII. New Business:
 - A. Biltmore menu options for 2014 – get suggestions from Biltmore, variety is good, would like to be able to tweak and change things as the year goes on
- IX. Committee Reports
 - A. Membership: no report.
 - B. Education Seminar: no report.
 - C. Programs/Technical/Social:
 1. Jonathan Sweet will speak in January on a construction law topic. Kevin will be taking over programs in January.
 2. Code update topic would be good as the new CBC rolls out in January.
 3. EB/O had a very successful program on the golden gate bridge. Speaker contact has been passed on to Kevin.
 4. Rose is still following up on the possibility of a tour of the new 49er.
 5. John Pluff suggested a program with the Cal Poly students. Details were sent to Hannah.
 6. Holiday Party
 - a) Party is this Thursday in San Mateo.

- b) There are 54 people signed up for the dinner.
 - c) We should be making a little bit of money, not losing any.
- D. Continuing Education: AIA CEU provider status renewed for 2014 was submitted to the AIA. Jim O'Keefe confirms that the check that was sent for payment has been cashed.
- E. Greeter/Raffle: No raffle at the Holiday Party.
- F. Editor:
 - 1. Newsletter deadline is next Tuesday, December 10th at noon.
 - 2. Time permitting, the January newsletter may be the first of the new e-newsletter
- G. Historian: no report.
- H. Awards: no report.
- I. Website: Rietta will be posting content for the e-newsletter to the website.
- J. Operating/House: We are expecting 54 for the Holiday Party in San Mateo.
- K. Toys-for-Tots: All the barrels have been coordinated. Rietta will be collecting toys at the holiday party and bringing them to a barrel location for pick up.
- L. Marketing:
 - 1. There are been no new sales since last month's report.
 - 2. Funds have been received for many of the sold sponsorships.
 - 3. There are a few outstanding payments due to additional information being needed to process payment.
- X. Announcements: none.
- XI. The meeting was adjourned by Chapter President Julie Barrett at 5:26 p.m.