



- I. The meeting was called to order by Chapter President Rietta McCain at 5:03 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. Katia Griggs, CSI - Director (late arrival)
  - B. Region Director: Krista Nelson, CSI, CDT, RA, LEED AP, EDAC
  - C. Committee Chairs: none
  - D. Members: none
- III. The minutes of the November meeting were reviewed. Minutes are approved as distributed.
- IV. Treasurer's Report: The Treasurer's Report is filed for annual review.
- V. Region Director's Report: No report.
- VI. President's Report:
  - A. Dave Ingram has officially offered his resignation from the Board. Rietta will be making calls to Members to see if anyone is interested taking the vacant seat.
  - B. Reminders: Redwood Empire is hosting a free CDT study group. Also, the LA Chapter is hosting advanced certification study groups and will offer them as virtual meetings.
- VII. Unfinished Business: None.
- VIII. New Business: None.
- IX. Committee Reports
  - A. Membership: Currently we have 61 members. The Board will call the non-renewing members.
  - B. Education Seminar: No report.
  - C. Programs/Technical/Social:
    1. December Holiday Party: Please get the word out to members to sign up and attend.
    2. January's topic is Electric Vehicle Chargers.
  - D. Continuing Education: No report.
  - E. Greeter/Raffle: There will not be a greeter raffle for December.
  - F. Editor: The deadline for newsletter items is next Thursday, December 11 at noon.
  - G. Historian: No report.
  - H. Awards: No report. Institute issues the National Awards guide in January.
  - I. Website: Chapter meetings through June are on the website.
  - J. Operating/House: No report.
  - K. Toys-for-Tots: Rietta will follow up with Julie Brown and Ron Adams on the effort for this year.
  - L. Marketing:
    1. We are 45% of the way to our marketing goal; everyone keep up the effort!
    2. Some tabletop possibilities are out there, if related meeting subjects can be found.
  - M. Fundraiser - Expo 2015:
    1. Committee is planning to go live next week with call for exhibitors and sponsors.
    2. The goal is raise the deposit amount by the end of January with the early bird deadline.
  - N. Mel Cole Celebration:
    1. Quote from two different venues are being sought for a lunch event on March 20th.
    2. Save the date announcements are targeted for January.
- X. Announcements: none.
- XI. The meeting was adjourned by Chapter President Rietta McCain at 5:33 p.m.