



Santa Clara Valley Board Meeting Minutes - Draft

Dunn-Edwards Paint
690 North Winchester Blvd.
San Jose, California 95128

3 December, 2015

- I. The meeting was called to order by Chapter President Rose Garrison at 11:50 a.m.
- II. Attendees: Total of 10 in attendance
 - A. Board Members Present:
 1. Rose Garrison, CSI – President
 2. Maia Gendreau, CSI, CDT, AIA – Vice President
 3. Terri Sudbrook, CSI, AIA – Secretary
 4. Jim O'Keefe, CSI – Treasurer
 5. Jim Morelan, CSI, AIA, LEED AP – Director
 6. Tina Gonzales, CSI – Director
 7. Katia Griggs, CSI – Director
 8. Nick Vadasz, CSI – Director
 - B. Committee Chairs: Bob Hemphill, CSI and Billy Kelly, (Co-Greeter/Raffle)
 - C. Members: none.
- III. The minutes for the November meeting were reviewed by those present. Minutes are approved as presented.
- IV. Treasurer's Report:
 - A. Balance Sheet as of November 30, 2015 was distributed at meeting and reviewed by those present.
 1. Copy will be included with meeting minutes.
 - B. A brief update was given for the Budget vs. Actual 2014-2015.
 - C. Jim reported that our State and Federal taxes have been filed.
- V. Region Director's Report:
 - A. Krista Nelson was not in attendance - Rose presented Krista's report.
 1. Krista attended the West Region meeting scheduled for November 7, 2015 at Biltmore Hotel.
 2. President Elect and Institute Director from the West Region have been selected.
 3. Board discussed Regional Awards. Deadline for entries for is March 31st.
 4. West Region Conference May 18-22, 2016 at the Hyatt Regency Resort (Lake Tahoe) Incline, Nevada.
 5. Rose will e-mail Krista's report to board members.
- VI. President's Report:
 - A. Rose reviewed Ralph Pitman e-mail regarding Indianapolis' lost charter. Rose will contact Julie Brown to see if we can send Indianapolis some information about the charter.
 - B. President's phone call (second Monday of every month)
 1. There is a call for designing a new West Region logo. Anyone interested – see Rose for details.
 - C. Rose briefly discussed Matt Foch's e-mail regarding database update, FY15 dues disbursement and dues processing.
 1. Bob Hemphill requested if the e-mail could be forward to him.
 - D. CDT Webinar series hosting - study group training (Construction Documents Technology)
 1. CDT study training group was briefly discussed by Rose. We have been asked if our chapter would like to participate in coordinating this study group. The Board had several questions.
 - a) Is it video or do we need to find rooms that are video ready?
 - b) What is the curriculum? Who is in charge?
 - c) Rose will e-mail Kathy Marek to get answers and begin a dialogue.
- VII. New Business
 - A. Board discussed nominating committee in January.

VIII. Old Business

- A. Holiday Party 2016 is scheduled for December 1, 2016 at Fiorillo's (Santa Clara). We will see if San Francisco and East Bay Oakland would like to make this a Tri-Chapter Event.

IX. Committee Reports

- A. Membership: Katia reported membership totals – 57 professionals, 4 emeritus, 6 retired and 2 emerging professionals for a grand total of 69 members.
- B. Education Seminar:
 - 1. Committee for Waterproofing Disasters seminar has been revised to include (Katia, Nick, Robert and Maia).
- C. Programs/Technical/Social:
 - 1. Kevin was not in attendance – committee presented report.
 - a) January 13th: joint meeting with SF Chapter, LEED IV, location possibly Belmont.
 - b) April is a joint meeting with AIA SCV
- D. Continuing Education: No report
- E. Greeter/Raffle: No report
- F. Editor: Newsletter content deadline is December 10, 2015 at noon
 - 1. Hanna and Kevin need information for January meeting to complete their work.
 - 2. Speaker has been confirmed and CSI SCV (Rose) is working on the venue.
- G. Historian: No report
- H. Awards: No report
- I. Website: December meeting information is posted, but there are no programs past the holiday party.
- J. Operating/House: No report
- K. Toys-for-Tots: EB chapter is handling the Toys-for-Tots donation at the holiday party. Toys will be brought to holiday party.
 - 1. SCV no longer has barrels for the Toys for Tots, or a place to store them.
 - 2. Early next year we will discuss-how to implement this program.
- L. Marketing: Seat is still open

- X. Announcements: No report

XI. Open discussion

- 1. Jim Morelan suggested inviting the president of the AIA SCV to a meeting prior to our joint meeting.

- XII. The meeting was adjourned by Chapter President Rose Garrison at 1:02 p.m.

XIII. Late addition to the meeting minute notes: Next Board Meeting on January 7th at 5 pm - Maia Gendreau has offered meeting at her office:

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