

GoToMeeting

- I. The meeting was called to order by Chapter President Rietta McCain at 12:00 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
 - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED AP, EDAC
 - C. Members: none
- III. The minutes of the February meeting were reviewed by those present. Minutes are approved as distributed.
- IV. Treasurer's Report:
 - A. The bank balance is increased substantially due to Expo deposits.
 - B. Report is filed for annual review.
- V. Region Director's Report:
 - A. The Region board meeting is May 13th at the West Region Conference. Rietta will be attending on behalf of the Chapter
 - B. The West Region Conference is May 13th through 16th in San Diego.
- VI. President's Report:
 - A. The monthly Chapter President's call focused on the West Region Conference. Information is available on the San Diego Chapter's website.
 - B. Ongoing issues with the Institute database are still unresolved.
- VII. Unfinished Business:
 - A. Board Insurance:
 1. The Board insurance has been paid.
 2. The insurance cost increased, but was within the amount approved by the Board and allocated in the annual budget.
 3. We have "tail" insurance, which covers us for items that occurred in previous years. The reason the cost has increased is that as the "tail" grows longer, and the insurance goes up. The rate should stabilize after 4 or 5 years.
 - B. Nominating Committee:
 1. A written report was submitted.
 2. The nominees are:
 - a) President: Rose Garrison, CSI
 - b) Vice President: Maia Gendreau, CSI, CDT
 - c) Director: Nick Vadasz
 - d) Director: Tina Gonzales
 3. The Secretary is position unfilled. The committee is following up on potential candidates.
 4. Maia will prepare the ballot. The e-ballots will be mailed out through Mailchimp.
 5. Rietta will email institute to ask if we can get a current list of members.
 - C. Pins: Approximately 15 pins were purchased, and they will be kept in the meeting box.
 - D. Name Badges: Joe Vela agreed to order the new badges. Rietta will follow up on status.
- VIII. New Business:
 - A. Chapter Dues for FY16:
 1. A written report was sent on the dues amount over the past years.
 2. The dues were raised last year.
 3. SCV is approximately in the median cost of the Bay Area Chapters.
 4. A comment is made that we should keep the dues where they are now, unless we move to another location.
 - a) Other locations are being scouted, but no possibilities are available now.

5. A motion is made to keep the dues at the present amount, and the dues will continue to be evaluated with any venue change. Motion seconded, carries.

IX. Committee Reports

- A. Membership:
 1. No report is available, due to continuing issues with the Institute database.
 2. No new members are reported.
- B. Education Seminar:
 1. The flyer was produced and sent through the email tool.
 2. Hannah has offered to put the event on Brown Paper Tickets.
 3. Maia and Dawn met this week and reviewed the space and organization.
- C. Programs/Technical/Social:
 1. Tonight's meeting is at PBM. There will be vendor exhibits and CSI will have a table.
 2. April is a program on acoustical treatment.
- D. Continuing Education:
 1. Tonight's program is a social event and is not registered.
 2. Rietta will register the May ADA Seminar with the AIA.
- E. Greeter/Raffle: Rose will greet and raffle. Maia will assist.
- F. Editor: Deadline is next Thursday at noon.
- G. Historian: Items were borrowed from Julie Brown for the Mel Cole event.
- H. Awards: No report. A discussion is planned.
- I. Website:
 1. The Micro-site is up to date.
 2. Maia requests the flyer for the seminar be posted.
- J. Operating/House: We have 25 people have signed up, but are expecting approximately 40.
- K. Toys-for-Tots: No report.
- L. Marketing: No marketing funds are reported this month.
- M. Expo committee:
 1. Booths are sold out. Table tops and sponsorships are available.
 2. The event will be Wednesday, September 16, 2015.
 3. The funding goal is approximately half complete.
 4. The feedback has been quite positive.
- N. Mel Cole event:
 1. A written report is submitted.
 2. We have 33 signed up of a total 50 available seats.
 3. Donations have been received, more are being sought.
 4. Ron and Rietta have been working together to reach out to possible donors.
 5. Jim O'Keefe has coordinated a West Region citation for Mel that will be given at the event.
 6. A push for final RSVP's will be made next week, the deadline is the 12th.

X. Announcements: None.

XI. The meeting was adjourned by Chapter President Rietta McCain at 12:47 p.m.