



Santa Clara Valley Board Meeting Minutes - Draft
3 March, 2016

Fiorillo's
638 El Camino Real
Santa Clara, California

- I. The meeting was called to order by Chapter President Rose Garrison at 5:01 p.m.
- II. Attendees: Total of 11 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. Katia Griggs, CSI – Director
 6. Jim Morelan, CSI, AIA, LEED AP – Director
 7. Nick Vadasz, CSI – Director
 - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED
 - C. Committee Chairs: Bob Hemphill, CSI and Billy Kelly, (Co-Greeter/Raffle)
 - D. Members: Mike Baker.
- III. The minutes for the February 2016 were reviewed by those present. Minutes are approved as presented.
- IV. Treasurer's Report:
 - A. Balance Sheet as of February 29, 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 2015-2016.
 - C. Raffle for tonight's marble draw is \$800.
 - D. Jim obtained a bid from our insurance carrier for Board member insurance. Jim stated that the cost is the same as last year.
 1. A motion was made to pay for Board member insurance by Jim Morelan and Maia Gendreau seconded the motion.
 2. All were in favor – motion carried.
- V. Region Director's Report:
 - A. West Region Conference (in Tahoe) is May 18-22, 2016.
 1. Maia volunteered to fill-in for Krista Nelson since she will not be available to attend this conference.
- VI. President's Report:
 - A. Rose revisited the discussion regarding costs for spouse guest to be the same as member dinner costs.
 1. Brief discussion regarding the pros and cons:
 - a) Extend the benefits to our spouse and domestic partner as a guest.
 - b) Katia stated that this is a way to encourage attendance.
 - c) Benefit would extend to all CSI SCV chapter members.
 2. A motion was made to extend the member dinner cost benefits to spouse and domestic partners by Jim O'Keefe and Nick Vadasz seconded.
 3. All were in favor - motion carried.
 - B. Rose proposed moving April's board meeting to March 31st and proposed location at HPS' new office location in Sunnyvale.
 1. 1237 E Arques Avenue, Suite B, Sunnyvale, CA (closest crossroads are Lawrence Expressway and Highway 101).
 - C. We discussed marketing budget:
 1. Do we want appetizers at social hour and use of the projector screen? These are added costs to our monthly rental fee to Fiorillo's.

2. A motion was made to increase our budget for monthly meeting to capture the additional cost required to have social hour appetizers and use of the projector screens by Jim O'Keefe. Katia seconded the motion.
3. All were in favor - motion carried.

VII. New Business

- A. Chapter dues rate changes were discussed.
 1. Current rate for membership dues to SCV CSI is \$65.
 2. A motion was made by Nick Vadasz to raise our membership dues to:
 - a) \$75 standard membership (increase of \$10)
 - b) \$23 student and \$0 retirees - to remain the same
 3. Jim seconded the motion
 4. Brief discussion regarding the cost increase -
 - a) Will be the lowest cost in the region for membership dues to a professional organization.
 5. Let the record show; the motion carries.

VIII. Old Business

- A. Nominating Committee.
 1. Maia stated that all positions are filled except secretary. Please make recommendations to Maia.

IX. Committee Reports

- A. Membership: Katia reported membership totals – 59 professionals, 4 emeritus, 6 retired and 3 emerging professionals for a grand total of 72 members.
 1. Anniversaries will be acknowledged in our May chapter meeting.
- B. Education Seminar:
 1. Committee for Waterproofing Disasters Seminar met (Maia, Katia, Nick and Robert).
 - a) Maia went over the proposed budget
 - b) Date for seminar is scheduled for June 3rd, 2016
 - c) Venue: Pipe Trades Training Center (PTTC)
 - 780 Commercial Street, San Jose, CA
 - d) Ten table tops
 - e) Speakers have been retained
 - f) Flyer was designed and presented to the board
 - g) Will serve a light breakfasts
 - h) Brown paper ticket to purchase seminar
 - i) \$85 for attendees and \$150 for table top
- C. Programs/Technical/Social:
 1. Meetings for 2016
 - a) April - AP+I energy building April is a joint meeting with AIA SCV
 - b) May - Composition Metal Panel
 - c) June awards and installation meeting
 - d) July at SFO terminal
- D. Continuing Education: Tonight's presentation is registered
- E. Greeter/Raffle: Three bottles of wine, thank-you Ron Ronconi.
 1. New member on the Greeter/Raffle committee – welcome Mike Baker.
- F. Editor: Newsletter content deadline is March 10th at noon
- G. Historian: No report
- H. Awards: Jim presented to the board.
- I. Website: Everything has been posted.
- J. Operating/House: Tonight's program is 38+.
- K. Toys-for-Tots: Rose is working on this and will update us at a future meeting.
- L. Marketing: Katia discussed future tabletops
 1. Two tabletops tonight.

X. Announcements/Comments:

- A. Jim M discussed interviewing students to sponsor them attending West Region Conference.
 1. Maia requested that we put this item on the agenda for the budget meeting.

XI. The meeting was adjourned by Chapter President Rose Garrison at 6:00 p.m.