



Santa Clara Valley Board Meeting Minutes - Draft

Biltmore Hotel and Suites
2151 Laurelwood Road
Santa Clara, California

7 May, 2015

- I. The meeting was called to order by Chapter President Rietta McCain at 5:05 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, late arrival
 3. Jim O'Keefe, CSI - Treasurer
 4. Maia Gendreau, AIA, CSI, CDT - Secretary
 5. Julie Barrett, CSI, CDT – Past President
 6. Jim Morelan, CSI, AIA, LEED-AP- Director
 7. Albert Wege III, CSI, CCCA, AIA, LEED AP – Director, late arrival
 - B. Committee Chairs: none.
 - C. Members: none
- III. The minutes of the April meeting were reviewed by those present. Minutes are approved as distributed.
- IV. Treasurer's Report:
 - A. The raffle award will be \$100 tonight.
 - B. Collections for the Expo are noted as a line item.
 - C. The security deposit from the Mel Cole Event was remitted.
 - D. The dues are still incoming from the months unaccounted due to the Institute database transfer.
 - E. Report is filed for annual review.
- V. Region Director's Report:
 - A. The West Region board meeting is next Wednesday and Rietta will be attending.
 - B. The Board has no concerns to bring to the West Region or Institute.
- VI. President's Report:
 - A. CSI Academies in San Francisco was attended by several members of the Chapter.
 - B. TriRegion Conference is next week in San Diego: Rietta, Hannah, Katia, and Rose are attending.
- VII. Unfinished Business: None.
- VIII. New Business:
 - A. Possible off-site meeting location:
 1. La Honda winery in Redwood City has a party room, it might be an interesting place to have a meeting.
 2. Jim will call them to ask for details on rental costs.
 - B. Strategic Planning Session:
 1. Rose will host the meeting at the Dunn Edwards San Jose store in July.
 2. Rose will email the new board and figure out a date.
- IX. Committee Reports
 - A. Membership:
 1. The Chapter has 68 members reported.
 2. We have seven new members for the year.
 3. The new badges have arrived, and we need 4 more.
 - B. Education Seminar:
 1. There are three sign ups.
 2. Paying for an email blast to AIA SCV is being considered.

- C. Programs/Technical/Social:
 - 1. A brainstorming session was held in April.
 - 2. Upcoming meetings: June is Awards. July is a joint meeting with AIA, USGBC, and CSI at One Workplace. The July meeting will be on July 9th.
- D. Continuing Education: Tonight's program is registered with the AIA.
- E. Greeter/Raffle:
 - 1. Two bottles of wine and the marble draw are available.
 - 2. Stanley Security generously donated a multi-tool to the raffle also.
 - 3. Additional raffle tickets are donated by Dunn Edwards.
- F. Editor: The deadline for newsletter is early due to the Tri-Region conference.
- G. Historian: No report.
- H. Awards:
 - 1. The June meeting will be held on the patio at the Biltmore.
 - 2. It will be a shortened timeline and extensive hors d'oeuvres.
 - 3. The fee schedule will be like a normal meeting. Spouses will pay the member price.
 - 4. No sponsors are being sought, as we have used our sponsors extensively this year to support other events.
 - 5. The budget for awards is \$150, a motion is made to increase the line item for plaques and frames to \$650. Motion seconded, carries.
- I. Website: The microsite is up to date.
- J. Operating/House: We are expecting 19 tonight.
- K. Toys-for-Tots: No report.
- L. Marketing: No report.
- M. Expo: See written report.
- X. Announcements:
 - A. Julie Barrett reports that International Stone is doing a dinner and cocktails event in San Francisco.
 - B. Malarkey Roofing is hosting an AIA CEU lunchtime education that CSI cross-promoted to architects of the chapter.
 - C. Albert is presenting at the Tri-Region Conference and will be presenting with new Chapter member Carmen Torres.
- XI. The meeting was adjourned by Chapter President Rietta McCain at 5:45 p.m.