



- I. The meeting was called to order by Chapter President Rietta McCain at 5:00 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 (late arrival)
    4. Maia Gendreau, AIA, CSI, CDT- Secretary
    5. Julie Barrett, CSI, CDT – Past President
    6. Katia Griggs, CSI - Director
    7. Albert Wege III, CSI, CCCA, AIA, LEED AP – Director
  - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED,
  - C. Committee Chairs: none
  - D. Members: Dennis Sandhurst,
- III. The minutes of the September meeting were reviewed by those present. Minutes are approved as distributed.
- IV. Treasurer's Report:
  - A. No report for September at this time. The bank statement have not yet been received. Jim will issue the report to the Board as soon as statements are received.
  - B. The taxes have not been filed yet. Jim will file the taxes.
- V. Region Director's Report: (Nelson)
  - A. The West Region Board meeting is tomorrow in Walnut Creek.
- VI. President's Report:
  - A. CONSTRUCT 2014 Review:
    1. Rietta attended two Leadership sessions, and submitted a written report.
    2. Annual Meeting:
      - a) Revision to method of election of Institute Directors, submitted by Oklahoma Chapter did not pass, voting procedure will remain unchanged.
      - a) Virtual Annual Meeting motion did pass. A task team will be organized to make recommendations on how to implement a Virtual Meeting for the Institute Board. This will come back to the Membership for a vote, as it will require amending the Institute Bylaws.
  - B. Walt Marlowe formally resigned as CEO effective in early December. Greg Seton will be the interim Institute CEO. Robert Simmons, current Institute President, will form a task team to search for new CEO.
  - C. Dede Impink sends her thanks for the gift and recognition for her retirement.
  - D. A Transbay Terminal construction site tour in May 2015 is being organized as a joint CSI event with Redwood Empire, San Francisco, East Bay/Oakland, and Santa Clara Valley Chapters. Bryan Varner is leading this effort.
  - E. Rietta is working to re-establish cross-promotional events with other professional organizations.
    1. Positive response has been received from SCVAIA and USGBC.
    2. Contacts with NAWIC, CREW, and IIDA are being sought.
    3. Cross-promotions will include promoting events from other organizations in an "Industry News" section in the newsletter.
- VII. Unfinished Business:
  - A. Meal Cost and Attendance Tracker:
    1. Rietta distributes a written report on the meal tracking.
    2. The reduced price for Chapter Meetings is approved through November.
  - B. Holiday Party:
    1. SF CSI has declined a joint party at the Elks Lodge location.

2. SCV CSI will plan to have our holiday party here at the Biltmore, notice would need to be given to the Hotel today to change venues. .
3. A volunteer is needed to lead the planning for this event.

#### VIII. New Business:

- A. Renew Hotel contract:
  1. The contract with the Biltmore will expire in December 2014.
  2. There has been some discussion about changing venues.
  3. Katia volunteers to call Scott's downtown San Jose and check into it as a possibility. East Bay hosts their meeting at Scott's in Oakland.
  4. The Board decides to get two quotes from the Hotel, one for 6 months, and one for 12 months.

#### IX. Committee Reports

- A. Membership:
  1. We have two retired members: Dave Ingram and Richard Kirchner. Both need to pay renewal fees as retired members. They are currently not on the Chapter Roster.
  2. Rietta contacted two members who will renew.
- B. Education Seminar: No report.
- C. Programs/Technical/Social Programs:
  1. Rietta will introduce tonight' speaker.
  2. Mel Cole event is being organized as a lunch event in March 2015.
  3. Next month's subject is the Code Update.
- D. Continuing Education:
  1. Tonight's program is registered for AIA continuing education.
  2. We have the AIA education provider invoice.
  3. Jim O'Keefe provided the check to Rietta for the AIA continuing education, and Rietta will remit it to AIA.
- E. Greeter/Raffle:
  1. We have two wine bottles and approximately \$700 for the raffle tonight.
- F. Editor:
  1. The content deadline is next Thursday, October 9th at noon.
  2. We will have an Industry Events section to cross promote other construction industry events.
- G. Historian: No report.
- H. Awards: No report.
- I. Website: No report.
- J. Operating/House:
  1. There are 24 attendees tonight.
  2. There is a table top tonight. The vendor will be introduced, and given a few moments to address the attendees.
- K. Toys-for-Tots: No report.
- L. Marketing:
  1. Still current searching for a Chair for the Committee.
  2. Many of the advertisements/sponsorships sold last year are expiring. It is time to start re-selling the advertisements and packages.
  3. Katia and Jim O'Keefe offer to help with calling the advertisers to renew for the newsletter advertising.
- M. Fundraiser:
  1. A written report is submitted.
  2. The event is targeted for September 2015.
  3. Vendors need to know now, as budgets are being set for next year.
  4. Dennis comments about the Fresno trade show:
    - a) It has been declining, but they have made good returns
    - b) They are changing venues and format to reinvigorate attendance.
    - c) Believes the Levi's Stadium will be a big draw for attendees and manufacturers.
  5. The logistics of the funds and location are discussed.
  6. The possible locations are discussed. The general consensus is that Levi's Stadium is definitely a draw, and the event is drawing interest.
  7. A motion is made to start collecting funds for the down payment based on Scenario B presented by the committee. The motion is seconded and carries.

- X. Announcements: None.
- XI. The meeting was adjourned by Chapter President Rietta McCain at 6:05 p.m.