



Santa Clara Valley Board Meeting Minutes - Draft

Biltmore Hotel and Suites
2151 Laurelwood Road
Santa Clara, California

7 October, 2015

- I. The meeting was called to order by Chapter President Rose Garrison at 5:02 p.m.
- II. Attendees: Total of 9 in attendance
 - A. Board Members Present:
 1. Rose Garrison, CSI – President
 2. Terri Sudbrook, CSI, AIA – Secretary
 3. Jim O'Keefe, CSI – Treasurer
 4. Rietta McCain, CSI, CCCA, AIA, LEED AP ID+C – Past President
 5. Tina Gonzales, CSI – Director
 6. Katia Griggs, CSI – Director
 7. Nick Vadasz, CSI – Director
 - B. Committee Chairs: Bob Hemphill and Billy Kelly
 - C. Members: none.
- III. The minutes for the September meeting were reviewed by those present. Minutes are approved as presented.
- IV. Treasurer's Report:
 - A. Balance Sheet as of September 30, 2015 was distributed at meeting and reviewed by those present.
 1. Copy will be included with meeting minutes.
 - B. \$500 for tonight's raffle.
 - C. Jim gave a brief update on the Budget vs. Actual 2014-2015.
 - D. Nick, Jim O., and Jim M. have completed the review of the Financial report FY15.
 1. Report will be presented to the membership tonight.
 - E. Jim reported that our 'not for profit' paperwork and fee has been submitted to the state.
- V. Region Director's Report:
 - A. Krista Nelson was not in attendance - Rose presented Krista's report.
 1. Krista reported that there are two positions open at the Region level.
 - a) President Elect and Institute Director from the West Region
 2. West Region meeting is scheduled for November 7, 2015 at Biltmore Hotel.
 3. West Region Conference May 18-22, 2016 at the Hyatt Regency Resort (Lake Tahoe) Incline, Nevada.
- VI. President's Report:
 - A. Attended CSI Construct 2015 in St. Louis, Missouri. Rose announced that our chapter won two awards.
 1. CSI SCV is the recipient of the FY 2015 Outstanding Chapter Commendation Award.
 2. CSI SCV also received the CHAPTER CUP Award for having the greatest net increase in total membership among all the FY2015 Outstanding Chapter Commendation winners.
 - B. Brochures for the Ardex Sacramento Plant tour were passed out at our meeting. This is the all day tour scheduled for October 27, 2015.
 - C. Rose distributed paperwork for Advertisement and Sponsorship Opportunities 2015-2016
 1. Copy will be included with meeting minutes.
 - D. CSI SVC was offered an opportunity to participate in a CDT study groups. More information to follow.
 - E. Rose shared an e-mail from Dwayne Johnson who is looking into asking surrounding schools about participation in CSI.

1. Four schools with construction management: Santa Clara University, San Jose State, Cal State East Bay and Stanford.

VII. New Business

- A. Task team to review restaurants for our monthly meeting
 1. Restaurants discussed were Fiorillo's (Santa Clara) and Bold Knight (San Jose).
 2. Rose will set up a lunch calendar invite for Fiorillo's this coming week.

VIII. Old Business

- A. None discussed.

IX. Committee Reports

- A. Membership: Katia reported membership number has not changed - 68.
 1. Kerry West is a new member.
- B. Education Seminar: Maia Gendreau was not in attendance – Rose presented Maia's report.
 1. A seminar is desired in the spring, in FY16.
 2. Committing to a hotel venue and 100 attendees could be overly ambitious.
 - a) A more flexible venue is recommended:
 - Tina Gonzales offers the PBM showroom, where a tent could be set up for the actual "classroom".
 - Firms with large rooms, such as XL Construction or Blach Construction, are also a possibility.
 3. There is concern that the "Waterproofing Disasters" seminar could be over exposed in the Bay Area with two or three (?) venues.
 4. Other subjects discussed for possible seminars are a 5-hour ADA seminar.
- C. Programs/Technical/Social:
 1. Michael Chambers – scheduled for October meeting
 2. Albert and Carmen – scheduled for November meeting
- D. Continuing Education:
 1. Rietta made a motion to pay for 2015 AIA/CES Provider Renewal Invoice
 2. Jim seconded the motion.
- E. Greeter/Raffle: \$500 – two bottles of wine and two tape measures
- F. Editor: Newsletter content deadline is October 15, 2015 at noon
- G. Historian: No report
- H. Awards: No report
- I. Website: Up-to-date but no programs are listed past November on the website.
- J. Operating/House: 24 attendees are reported for tonight's dinner/presentation and two table tops
- K. Toys-for-Tots: Rose will reach out to Julie Brown
- L. Marketing: Seat is still open
- M. Expo: Rietta reviewed the financials to date.
 1. There was a good debate on what our chapter could do with the earnings from the expo.
 2. General consensus was to devote our next board meeting to further discussions.

X. Announcements: No report

XI. All committee reports to be submitted next month

XII. The meeting was adjourned by Chapter President Rose Garrison at 6:02 p.m.