



Santa Clara Valley Board Meeting Minutes - Draft

Biltmore Hotel and Suites
2151 Laurelwood Road
Santa Clara, California

3 September, 2015

- I. The meeting was called to order by Chapter President Rose Garrison at 5:00 p.m.
- II. Attendees: Total of 10 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. Jim Morelan, CSI, AIA, LEED AP - Director
 6. Katia Griggs, CSI – Director
 7. Nick Vadasz, CSI, Director
 - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED, EDA
 - C. Committee Chairs: Bob Hemphill and Bill Kelly
 - D. Members: none.
- III. The minutes for the August meeting were reviewed by those present. Minutes are approved as presented.
- IV. Treasurer's Report:
 - A. Balance Sheet as of August 31, 2015 was distributed at meeting and reviewed by those present.
 1. Copy will be included with meeting minutes.
 - B. \$475 for tonight's raffle.
 - C. Jim gave a brief review of the Budget vs. Actual 2014-2015.
- V. Region Director's Report:
 - A. Krista Nelson reported that there are two positions open at the Region level.
 1. President Elect and Regional Director.
- VI. President's Report:
 - A. Rose will put together a doodle calendar invite for a meeting to discuss an approach to implement our goals for the year. Will need to announce the special meeting to the members.
 - B. Ardex is promoting a new product and plant tour in Stockton. All day touring is planned for October 27, 28, or 29. CEU's are being offered. More information will follow.
 - C. Hotel contract is up at the end of the year (calendar year). Fiorollo's Banquet is a possible venue. Banquet room will hold up to 200 people.
 - D. Holiday party – December 15th at Scott's in Oakland will be a tri-chapter event.
 - E. Construct 2015 is September 30 to October 3, 2015. Venue America's Center, St. Louis, MO
 - F. Chapter needs re-register with both the State and Federal levels for our non-taxes status – Jim and Terri will file the annual statements needed.
- VII. New Business
 - A. Ad Hoc Committee
 1. Our group will review this committee after September 16th Construction Expo.
 2. Ad Hoc committee will verify future events or holiday party.
- VIII. Old Business
 - A. Jim O., Jim M. and Nick will complete the review of the Financial report FY15. PENDING
 - B. Holiday Party with Tri-Chapters (SF, Oakland and Santa Clara) for December 15th, 2015

- IX. Committee Reports
 - A. Membership: Katia reported membership number has not changed - 68.
 - 1. Staci Brandom is a new member.
 - 2. One member has moved.
 - B. Education Seminar: Bob reported Richard Norris may be a possible speaker. Bob will report to Maia (Committee Chair).
 - C. Programs/Technical/Social:
 - 1. Hank Dunlap refurbish/restore furniture – possible program
 - 2. Michael Chambers – scheduled for October meeting
 - 3. Albert and Carmen – scheduled for November meeting
 - D. Continuing Education: No report
 - E. Greeter/Raffle: \$475 – two bottles of wine, two tape measures and chocolates
 - F. Editor: Newsletter content deadline is September 10, 2015 at noon
 - G. Historian: No report
 - H. Awards: Rose is accepting the Commendation Award for Santa Clara Valley Chapter at Construct 2015 in September.
 - I. Website: Up-to-date but no programs are listed on the website
 - J. Operating/House: 21 attendees are reported for tonight's dinner/presentation
 - 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. Requested approval for payment to Levi's Stadium and for printing costs.
 - 2. A motion was made by Krista to approve the funding as noted in the Committee Report. Bill seconded the motion. The motion carries.
- X. Announcements: No report
- XI. The meeting was adjourned by Chapter President Rose Garrison at 5:52 p.m.