



## Santa Clara Valley Board Meeting Minutes - Draft

Fiorillo's Restaurant  
638 El Camino Real  
Santa Clara, California

September 1, 2016

- I. The meeting was called to order by Chapter President Maia Gendreau at 5:00 p.m.
- II. Attendees:
  - A. Board Members Present:
    1. Maia Gendreau, AIA, CSI, CDT – President
    2. Terri Sudbrook, CSI, AIA – Vice-President
    3. Jim O'Keefe, CSI – Treasurer , (late arrival).
    4. Rose Garrison, CSI – Past President
    5. Jim Morelan, CSI, AIA, LEED AP – Director
    6. Nick Vadasz, CSI, Director
    7. Tina Gonzales, CSI, Director
  - B. Region Director: Krista Nelson, RA, CSI, CDT, LEED, EDAC
  - C. Committee Chairs: Programs: Bill Kelly, Greeter: Bob Hemphill
  - D. Members: none.
- III. The minutes of the AUGUST meeting were reviewed by those present. Minutes are approved as distributed.
- IV. Treasurer's Report:
  - A. No report, today is Sept 1, so the bank statement has not arrived.
- V. Region Director's Report:
  - A. West Region Mid Year meeting will be November 4 in Ontario, CA
  - B. Leadership Training is planned for the following day, at the same hotel, but the training schedule and trainers are unconfirmed at this time.
- VI. President's Report:
  - A. CONSTRUCT: 5 members are attending Construct.
- VII. Unfinished Business:
  - A. We still have a secretarial seat open.
- VIII. New Business
- IX. Committee Reports
  - A. Membership:
    1. 71 members are reported at Institute: 4 Emerging Professional, 4 Emeritus, 6 Retired, and 57 professional.
    2. Several members need badges: Virginia Fereday, Faith Chien, Mike Murphy, Pete Janda. Carrie Berger has a name change to Carrie Quist. Once the new members are confirmed there are probably enough members signed up to make a badge order.
    3. New member Dawn Anderson has signed up, but is not yet showing on the membership roster, (and is not included on the reported count).
    4. Terri went to OTIS with membership forms, to follow up with people who came last month.
    5. Terri also visited Fast Signs, Ed Yang.
  - B. Education Seminar: No report.
    1. Some ideas for seminars were discussed. Maia would like to start Seminar planning in earnest in OCTOBER.
  - C. Programs/Technical/Social:
    1. October: Facility Management's Impact on The Culture of the Workplace, Larry Morgan, SAP, Flyer is being circulated.
    2. NOV: Gale Bate with Code Resource on California Building Code Update,

3. DEC: Joint Holiday Party with SF AIA here at Fiorillos: Rietta will be assist with the flyer. San Mateo AIA has been invited to join us also.
  4. Rose and Bill will work together to propose some dates for the Programs planning dinner.
- D. Continuing Education:
1. Rietta will not be attending this evening and Maia will cover speaker agreement and sign up coordination.
  2. Tonights' program is registered for AIA CEU.
  3. Maia will send the Speaker Agreement to Bill Kelly.
  4. The Speaker agreement should be sent to the speakers ahead of the meeting.
- E. Greeter/Raffle: \$900 for the raffle, dinner, 3 bottles wine, De Walt Tool and measuring tape.
- F. Editor: October Newsletter deadline is THURSDAY SEPT 8 at noon.
- G. Historian: No report.
- H. Awards: No report.
- I. Website:
1. Is updated (including the removal of reference to Biltmore).
  2. Need program flyers to post for future programs.
- J. Operating/House: 32 for dinner, 4 more for program.
- K. Toys-for-Tots:
1. SCV AIA and SCV CSI are going do a joint campaign. Julie Brown and Rose will work to deliver the boxes and do the pick up.
  2. A call can be made after Sept 1<sup>st</sup> to have a Marine join us at the Holiday Party.
- L. Marketing: No table top tonight.
- X. Announcements:
- A. HPS Architects will host a study group for the CDT.
  - B. SF CSI has changed their meeting location to the Sir Francis Drake Hotel in San Francisco.
- XI. The meeting was adjourned by Chapter President Maia Gendreau at 5:40 p.m.