



**The Great Lakes Region of the
Construction Specifications Institute, Inc.**

<http://www.greatlakes.csinet.org>

**Great Lakes Region Executive Committee Meeting
“Go-to-Meeting” Conference Call
Wednesday, July 19, 2019; 4:00 pm - 5:00 pm (EST)**

Called to Order (Michael) at 4:02 pm

Roll Call (Gregg) Quorum of ExComm; list of Chapter Presidents incomplete at time of invitation, but they will be invited to future meetings

GLR Board = Executive Committee + Directors = Voting Members, but 1 vote each

Executive Committee – FY 2020	In attendance
President: Michael Rathburn (20)	Vice President: Greg Jones (21)
Past President: Edmund Brown (20)	Vice President: Scott Taylor (20)
President-Elect: Thad Goodman (20)	Treasurer: Gary Beimers (20)
Institute Director (non-voting): Jack Morgan (N-22)	Secretary: Louise Schlatter (21)

Directors – FY 2020	In attendance
Akron-Canton– Lee King	Grand Rapids – Justin DeMarco
Bluegrass – Scott Noel	Indianapolis – David Fryman
Cincinnati – David Proudfit	Lansing – Roger Donaldson
Cleveland – John Workley	Louisville – Cynthia Sturgill
Columbus – Michael “Tod” McKirnan	Metro Detroit – Kevin Bush
Dayton-Miami Valley – Ken Oren	Toledo – Gerry Marquette
Evansville– Mike Vannatter	Emerging Prof. (appointed) - Rachel Middleton

Chairs and Invited Guests	In attendance
Awards Chair:	Membership Chair:
Bylaws Chair: Edmund Brown	Newsletter Editor:
Certification Chair:	Nominating Chair:
Conference Chair:	Planning Chair:
Education Chair:	Program Chair:
Electro Comm Chair:	Technical Chair:
Statutory Agent:	

Prior Minutes Status (Louise)

- Meeting minutes of 2019-Jun-19 (Ed/Thad) approved as submitted

Treasurer’s Report (Gary)

- GLR Treasury June 2019 Report: presented and submitted for audit
 - Bank made checking account type change; adjustment made to show transfer
 - Promised Institute funding arrived and in Region Income
 - Region stipends for GLRC attendance sent out
- GLR FY 2019 Budget and Spending Report: presented and submitted for audit
 - Treasurer to provide a more detailed analysis; particularly those categories that remained unspent
- GLR FY 2020 Budget Draft: presented and directed to (separate) Budget Meeting
 - Proposed budget matches previous year budget



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President's Report (Michael)

- Goals: More growth; better communication; faster response from Institute
- Best communication method: Email
- Chair assignments
- Nominating Chair next year – President Elect, VP (Scott Taylor replacement), Treasurer

Old Business

- 2019 Regional Conference - CLOSED
- 2020 Regional Conference April 23-25, 2020 Cincinnati Radisson – planning in progress
 - “Save the Date” in GLR Newsletter; Copy and use in Chapter communications
- Chapter Challenge
 - Spent \$9,425 on 40 new members: Need to collect (over time) data on ROI
 - Chapters are encouraged to keep new members engaged; focus on retention
 - Vote on continuance next meeting with Chapter Presidents in attendance
 - Treasurer to make proposal for future administration of program
- State of Ohio Corporation Fee – Closing; Does not show on Ohio SOS Website yet

New Business

- Need Regional and Chapter Officer updates – President and President-Elect
- Need GLR Committee Chair verifications – President to make contact and verify
 - Awards needs Chair
 - Add Long-Range Planning Committee to review GLR Strategic Plan – Gregg/Ed/Thad
 - Nominating Committee (Bylaws Art VIII and IX) for President Elect, VP (Scott Taylor replacement), Treasurer
 - Budget Committee – See Treasurer's Report above

Institute Director's Report (Jack in absentia)

- Highlights of last year in newsletter
- Institute Highlights:
 - CSI Digital Badge rolled out by Institute
 - CDT Exam Prep materials being revised
 - CSInet.org website upgraded
- Outstanding Chapter Commendation (OCC) applications received by Institute
- Recommend free WebReach Webinars every other Wednesday at 2:00 pm EDT

Action Items

- President: Assign FY20 Budget review: Separate meeting(s) for report out next meeting
- BOD: Vote on Chapter Challenge continuance: Next meeting
- President-Elect: Verify Chapter Presidents: Before Save the Date for next meeting
- President: Assign and confirm Committee Chairs: Before next meeting

Next Meeting

- Go-to-Meeting, Wednesday, Sep 24, 2019, 4-5pm

Chapter Events

- Detroit Golf Outing: Tuesday, September 17, 2019
- Grand Rapids Golf Outing: September 18, 2019
- Indy Trade Show: Thursday, October 03 2019
- SCIP Annual Meeting: October 7-8, 2019
- CONSTRUCT: October 9-11, 2019 – Registration open

Adjourned at 4:43 pm (Ed/Gregg)

END OF MEETING MINUTES