



**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, November 20, 2019; 4:00 pm - 5:00 pm (EST)**

**Called to Order** (Michael) at 4:15 pm  
**Roll Call** (Louise) NO Board Quorum (≥ 10); YES EC Quorum (≥ 4)

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

<b>Executive Committee – FY 2020</b>	In attendance <input type="checkbox"/> (8 with 7 voting)
<input checked="" type="checkbox"/> President: Michael Rathburn (20)	<input type="checkbox"/> Vice President: Gregg Jones (21)
<input type="checkbox"/> Past President: Edmund Brown (20)	<input checked="" type="checkbox"/> Vice President: Scott Taylor (20)
<input checked="" type="checkbox"/> President-Elect: Thad Goodman (20)	<input type="checkbox"/> Treasurer: Gary Beimers (20)
<input checked="" type="checkbox"/> Institute Director (non-voting): Jack Morgan (N-22)	<input checked="" type="checkbox"/> Secretary: Louise Schlatter (21)

<b>Directors – FY 2020</b>	In attendance <input type="checkbox"/> (14 with 13 voting)
<input type="checkbox"/> Akron-Canton– Lee King	<input type="checkbox"/> Grand Rapids – Justin DeMarco - Greenbuild
<input type="checkbox"/> Bluegrass – Scott Noel	<input type="checkbox"/> Indianapolis – David Fryman
<input checked="" type="checkbox"/> Cincinnati – David Proudfit	<input type="checkbox"/> Lansing – Roger Donaldson
Cleveland – Scott Taylor	<input type="checkbox"/> Louisville – Todd Irvin
<input type="checkbox"/> Columbus – M. “Tod” McKirnan - NO	<input type="checkbox"/> Metro Detroit – Kevin Bush
<input type="checkbox"/> Dayton-Miami Valley – Ken Oren	<input checked="" type="checkbox"/> Toledo – Jerry Marquette
<input type="checkbox"/> Evansville– Mike Vannatter	<input type="checkbox"/> Emerging Prof. (appointed) - Rachel Middleton

<b>Chairs and Invited Guests</b>	In attendance <input type="checkbox"/> (14 with 5 unique)
Academic Programs: Thad Goodman	<input type="checkbox"/> Membership Chair: Buddy Stafford
Awards Chair: Scott Taylor	Newsletter Editors: Elizabeth Woodrow and Jack Morgan
Bylaws Chair: Edmund Brown	Nominating Chair: Edmund Brown
<input type="checkbox"/> Certification Chair: Ed Avink	Planning Chair: Thad Goodman
Conference Chair: Thad Goodman	Program Chair: Jack Morgan
<input type="checkbox"/> Education Chair: Chris Grimm	Technical Chair: Gary Beimers
<input type="checkbox"/> Electro Comm Chair: D. Blake Wagner	<input type="checkbox"/> Statutory Agent: Lane Beougher

**Prior Minutes Status** (Louise)

- Meeting minutes pending

**Treasurer’s Report** (Gary)

- NO GLR Treasury Reports submitted

**Other Reports**

- 2020 Regional Conference – April 23-25, 2020; Cincinnati Radisson  
<http://csiglrcconference.com> reported by Thad Goodman
  - Platinum Sponsor: Duro-Last
  - Registration: need fee definition
  - CEU programs: 4 programs identified
  - Leadership Programs: following academy model



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- Hotel: space contracted for 2 “tracks” and block of rooms at 129 \$/night with free parking
- Website: live (Cincinnati hosting)
- Newsletter; Jack Morgan: Co-editor, Elizabeth Woodrow has “retired” from workplace and is now participating from home; need to update Elizabeth’s email address (Jack)

### Old Business

- NO President Report (Michael Rathburn)
- Further Thoughts of Last Meeting (a CSI Lean Coffee)
  - Certification: no resolution or change; consider petition to Institute (Scott Taylor and Ed Avink to follow up)
  - Dynamic Chapter Program:
    - Jerry Marquette: Time well spent; concept for getting attention, call to action, hook, continuous improvement
    - Scott Taylor: Exciting to listen to
    - Jack Morgan: Starts with praises
    - Consider putting the GLRC in the hotseat to get a review (David Proudfit and Jack Morgan for follow up)
  - Leadership Webinars 2020: Set webinars for February to leave more time during GLRC for other things, i.e. focus on developing synergies between chapters
    - Invite entire Region to review leadership opportunities and duties (before Leadership Webinars); use Newsletter and GoToMeeting (Jack Morgan)
    - Focus GLRC on identifying prospective leaders, provide leader networking, and on general / member leadership training, and improving specifications (Ben Small Award for Technical Writing?) (David Proudfit)
    - See Region Leadership Training Proposal attachment (Thad Goodman)
- Insurance: Does GLR need liability insurance for officers or general liability?
  - Insurance: Directors and Officers Liability, and General Liability
  - CSI (Institute) sent insurance package from Haney Company
  - GLR Budget Item 18703.0/19703.0 Administrative: Insurance \$500
  - Does the event location have the insurance? Does CSI Cincinnati have insurance that would cover GLRC? (David Proudfit to check with Blair Reese)
- Nominations for next year (Ed Brown) – President Elect, VP (Scott Taylor replacement), Treasurer, Emerging Professional
- Certification Test Results (update – Scott Taylor/Ed Avink): Tracy Petrillo-lead reporting process, and education material changes
- Long Range Planning (Thad Goodman and Mike Rathburn)

### New Business

- Awards promotion (Scott Taylor)

### Institute Director’s Report (Jack Morgan)

- Check Regional Newsletter for
  - Regional Caucus at Construct
  - Dynamic Chapter Program: moving to 24/7 format
  - Certifications
    - CCCA returning
    - CCS and CDT (as certification) and guides being updated (6 month delay in conversion)
    - CCPR not yet



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- There will be membership cards, in addition to CSI (electronic) Badges
- CSI Store returning
- CSI Townhall tomorrow
- Request to Jack follow up on certification communication; too much is accidental

### Action Items

- Jack Morgan: Dec 18, 2019: need updated contact information for Elizabeth Woodrow
- Scott Taylor and Ed Avink: report Dec 18, 2019: update on Certification Test reporting
- David Proudfit and Jack Morgan: discuss on Dec 18, 2019: possible application of Dynamic Chapter Program to GLRC
- Thad Goodman: report Dec 16, 2019: additional plan detail for Leadership Webinars
- Jack Morgan: next GLR Newsletter: promote Leadership Webinars 2020
- David Proudfit: report Dec 16, 2019: strategize adjustments for GLRC considering Leadership Webinars 2020
- David Proudfit to check with Blair Reese: discuss on Dec 18, 2019: ability of Cincinnati Chapter and GLRC location to provide/cover liability insurance
- Thad Goodman and Mike Rathburn: report Dec 16, 2019: need update on GLRC Long Range Planning
- Ed Brown: report Dec 16, 2019: status of nominations for FY2021

### Next Meeting

- Go-to-Meeting, Wednesday, December 18, 2019, 4-5pm

### Chapter Events

- 2020 Great Lakes Regional Conference: April 23-25, 2020; Cincinnati Radisson  
<http://csiglrcconference.com>
- CONSTRUCT: October 2-4, 2020 at Grapevine, TX (Gaylord Resort near Dallas)

**Adjourned** at 5:05 pm (Mike/Thad)

**END OF MEETING**