

**Great Lakes Region Leadership Meeting
 “Go-to-Meeting” Conference Call
 Wednesday, November 16, 2022; 4:00 pm - 5:00 pm (EST)**

Called to Order (Scott) at 4:00 pm
Roll Call (Louise) No Quorum (EC ≥ 4, +Board ≥ 5) No actions ratified.

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

Executive Committee – FY 2022	In attendance <input type="checkbox"/> (8 unique with 7 voting)
<input checked="" type="checkbox"/> President: Scott Mitchell-Taylor (23)	<input type="checkbox"/> Vice President: Dawn Cenowa (23)
<input type="checkbox"/> Past President: Gregg Jones (23) absent	<input type="checkbox"/> Vice President: Dean Bortz (24)
<input type="checkbox"/> President-Elect: Craig Stanton (23)	<input type="checkbox"/> Treasurer: Ken Schmidt (24)
<input checked="" type="checkbox"/> Institute Director (non-voting): Ivette Bruns (N-25)	<input checked="" type="checkbox"/> Secretary: Louise Schlatter (23)

Directors – FY 2022	In attendance <input type="checkbox"/> (11 filled unique with 10 voting)
<input type="checkbox"/> Akron: Robert Lucius / Jillian Tipton (admin)	<input checked="" type="checkbox"/> Grand Rapids: Brian Welsh (Ed Avink)
<input type="checkbox"/> Bluegrass: vacant	<input checked="" type="checkbox"/> Indianapolis: Tony Julian
<input type="checkbox"/> Cincinnati: Kirk Paisley	<input checked="" type="checkbox"/> Lansing: Brian Delaney
<input checked="" type="checkbox"/> Cleveland: John Workley	<input checked="" type="checkbox"/> Louisville: David Heyne / Robin Miller (admin)
<input type="checkbox"/> Columbus: Adam Olson	<input type="checkbox"/> Metro Detroit: Jonathan Selleck
<input type="checkbox"/> Dayton-Miami Valley: Thomas Boardman	<input type="checkbox"/> Toledo: Trent McNutt
<input type="checkbox"/> Evansville: John Bolton	<input type="checkbox"/> Emerging Professional: Elizabeth Woodrow

Chairs and Invited Guests:	In attendance <input type="checkbox"/> (14 with 8 unique)
<input checked="" type="checkbox"/> Academic Programs: Thad Goodman	<input checked="" type="checkbox"/> Membership Chair: Blair Reese
Awards Chair: Gregg Jones and Jack Morgan	Newsletter Editors: Elizabeth Woodrow and Jack Morgan
Bylaws Chair: Scott Mitchell-Taylor	Nominating Chair: Gregg Jones
<input checked="" type="checkbox"/> Certification Chair: Ed Avink	<input type="checkbox"/> Planning Chair: Phil Babinec
Conference Chair: Craig Stanton	<input checked="" type="checkbox"/> Program Chair (and Librarian): Jack Morgan
Education Chair: Scott Mitchell-Taylor	<input type="checkbox"/> Technical Chair: Gary Beimers
<input checked="" type="checkbox"/> Electro Comm Chair: David Proudfit	<input checked="" type="checkbox"/> Statutory Agent: Lane Beougher

Standing Reports

Prior Minutes Presented and reviewed (Louise Schlatter)

- Hold for Board Meeting.

Treasurer’s Report Presented and submitted for audit (Ken Schmidt)

- Hold for Board Meeting.
- Audit: Reforming Audit Team. **[ACTION]**: Scott Taylor report on Audit Team status.]

Region Health Report Submitted for review (Blair Reese)

Membership Count 663 (677)	New Members 11	Grace Members 14
Member Affiliations 658	Terminated 13	Due to Renew 27

Note: Grace Members do not appear in online Membership count but do appear in Excel Member Roster file download.

Chapter Challenge / Member Relief Update (Ken Schmidt/Blair Reese/Thad Goodman)

- Detroit has two outstanding members not showing yet.

Institute Director's Report (Ivette Bruns)

- FYI number of members required to create a new Chapter = 15 with 12 professional. Excerpt from [Institute ByLaws](#):
Section 4. Minimum Membership Requirements of Chapters
 - a. The Board may charter a chapter if a minimum of 15 members or prospective members of the Institute, at least 12 of whom are or will be Professional Members, have pledged themselves to join the chapter should it be chartered, have petitioned the Board in writing to charter said chapter and have transmitted a petition and proposed chapter bylaws to the Board.
- See Newsletter for additional report items.
- Board officially revoked GLR Chapter Charters for Bluegrass, Toledo, Columbus.
- OCC went to 4 Chapters: Akron-Canton, Evansville, Indianapolis, Grand Rapids – Congratulations!!!
- 2023 CSI National Conference, October 4-6, 2023: Designated as Minneapolis, MN.
- CrossWalk is making CSI Formats accessible.
 - Institute recently announced a Microsoft Word Add-in.
- Feb 1-3, 2023 Master Specifier's Retreat may still be in Fort Meyers, FL (update or confirmation next month); this event is full.
- July 12-14, 2023 [Master Specifier's Retreat](#) in Utah; application coming soon.

GLR Business, Action Items and Anticipated Reports

- GLR FY2023 Budget
 - Update of proposed being sent. [ACTION: Send to **Board** for Review.]
- [NEW – ACTION Ken Schmidt] Did CSI GLR file IRS 990N Postcard (taxes) in 2021?
- GLR Bylaws Update (Scott Taylor and Lane Beougher)
 - Being reviewed against Affiliation Agreement for necessary updates.
 - Checking for electronic meetings and voting.
- Insurance Program (Scott Taylor)
 - Required Management Liability and General Liability: Looking for Institute to update information. [ACTION: Scott Taylor to contact Institute (again).]

- Strategic Plan FY23-FY28 Update (Scott Taylor)
 - [ACTION]: Draft being sent to **Board** for Review.]
- 2023 Region Conference – March 23-25, 2023 Cleveland, Ohio
 - Planning active; looking for facility in host location.
 - Cincinnati shared their planning information with Conference Committee.
 - Update Conference Planning Manual/create [ACTION]: Scott Taylor to follow up.]
- Officer Nominations for FY2024 (Gregg Jones) [ACTION] Need names for:
 - President Elect (incoming):
 - VP (Dawn Cenowa replacement):
 - Secretary (Louise Schlatter replacement):
 - Certification (not a balloted position) needs a new Chair; current Chair, Ed Avink is retiring from this role.
- Newsletter Expansion (Jack Morgan and Scott Taylor)
 - Bylaws state newsletter is to be published minimum 6 times per year, but since 2016 practice is to publish every month; current Editors prepared to continue with publishing every month.
 - Contribution reports: Message is people want information. [ACTION]: Board to share knowledge and prepare content.]
- Director (Chapter President) Reports
 - Akron-Canton: No report.
 - Cincinnati: Completed Product Show; provided 3 new members; reactivating continued existence with State of Ohio
 - Cleveland: Planning GLR Conference.
 - ~~Columbus~~
 - Dayton-Miami: No report.
 - Evansville: No report.
 - Grand Rapids: No report.
 - Indianapolis: No report.
 - Lansing: No report.
 - Louisville: Planning Feb 28, 2023 Trade Fair on technology in collaboration with others.
 - Metro Detroit: No report.
 - ~~Toledo~~
- Committee Reports
 - Academic Programs
 - Awards Chair: Communicating on available awards (Region and National) to Region.
 - Bylaws (report above).
 - Certification: See FYI CSI Events for March 2023.
 - Conference (report above).
 - Education: No report.

- Electro Comm: Working through CSI Microsite for GLR website; existing links are to old Institute site.
- Membership (report above): Following up with “grace” members. Working with Themica to clean up data inconsistencies.
- Newsletter (report above).
- Nominating (report above).
- Planning: No report.
- Program: No report.
- Technical: No report.
- Statutory Agent: No report.

Next Meeting

- Go-to-Meeting, Wednesday, December 21, 2022, 4-5pm

FYI CSI Events

- registration for CDT[®], CCCA and CCS exams open (current testing cycle).
- [DCP, December 13, 2022, at 2:00 pm ET.](#)
- GLR Board Meeting, December 21, 2022, last meeting in 2022.
- [Open Office Hours, January 13, 2023, at 2:00 pm ET.](#)
- GLR Board Meeting, January 18, 2023.
- Master Specifiers Retreat, February 1-3, 2023, in Fort Meyers, Florida; full.
- GLR Board Meeting, February 15, 2023.
- [DCP, February 23, 2023, at 2:00 pm ET.](#)
- Ed Avink’s CDT Virtual Training Program, March 2023 (30 people currently registered; 23 taking advantage of Michigan Works Grant) – 9 weeks before testing window.
- GLR Board Meeting, March 15, 2023.
- [Open Office Hours, March 22, 2023, at 2:00 pm ET.](#)
- GLR Region Conference, March 23-25, 2023, in Cleveland, Ohio.
- GLR Board Meeting, April 19, 2023, last meeting to fill GLR Ballot.
- Last day to issue GLR Ballots for FY2024 Officers, April 28, 2023.
- GLR Board Meeting, May 17, 2023, last meeting to announce new officers.
- Leader Roster Updates Due, May 31, 2023.
- Fiscal Year Ends, June 30, 2023.
- Outstanding Chapter Commendation nomination due, July 2023.
- [Master Specifier’s Retreat](#), July 12-14, 2023, in Utah; application required.
- CSI National Conference, October 4-6, 2023, in Minneapolis, MN.

Adjourned at 4:45 pm

END OF MEETING