

NEWSLETTER

Over the year I have seen announcements of lots of great chapter programs/events/communications and we shared many of them during Leadership Forums at our Regional Conferences. It has been my pleasure to represent our **9 outstanding chapters**. And I think you should all take the opportunity to be recognized for your work at the National Conference by submitting for the **Outstanding Chapter Commendation (OCC)** award.

At regional conferences I focused Leadership Forums around the OCC. Over the last 20 years our region has been represented in this awards category by a number of chapters and I would challenge all of you this year to submit your Chapters for the OCC to show that **we are the Great (Lakes) CSI Region**.

Pre-Requisite Criteria - A Chapter must have achieved all of the pre-requisites in each of the following four categories:

- Chapter Administration – You all have officers, review and record in your chapter board minutes this month that you have conducted an annual review of your Chapter Bylaws if you haven't done so already (attach a copy of minutes)
- Chapter Fiscal Responsibility – Acknowledge you operate on a prepared budget and are in good standing with the IRS
- Chapter Education and Programs – Your Chapter has held regular meetings, list 4 education programs you've presented
- Chapter Communications – Acknowledged you've communicated with your Chapter membership at least 6 times in the last year (email, newsletter, text, etc.) about Chapter programs/events and CSI related information

Supplemental Criteria – This is a points system, but there is no stated minimum for award:

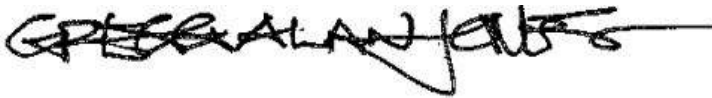
- Chapter Administration – System of governance, historical archive, long-range plan, and leadership training (most chapters were represented at the Region Conference)
- Chapter Membership – Membership and recruitment plans, recognition of new members, Chapter membership status will be sent out early July
- Chapter Finances – Scholarship or foundation, funding of officers to attend Region or National events
- Chapter Certification Programs – Conduct certification programs, certified members (easy points here), promotion of certification
- Chapter Educational/Technical Programs – Offered educational programs, worked with other associations or institutes, technical articles
- Chapter Communications – Regularly communicated with membership (pre-requisite criteria), website, social media, promotion of regional and national events, promotion of chapter activities to non-members
- Chapter Events – Joint events with other associations, non-educational events (networking, tours, golf outings, product expos, etc)
- Chapter Academic Relationships – Relationship with a higher education program, member liaison, faculty member, student members
- Region and Institute Participation – Chapter membership attendance to region or national events, institute volunteers, region or institute leadership

NEWSLETTER

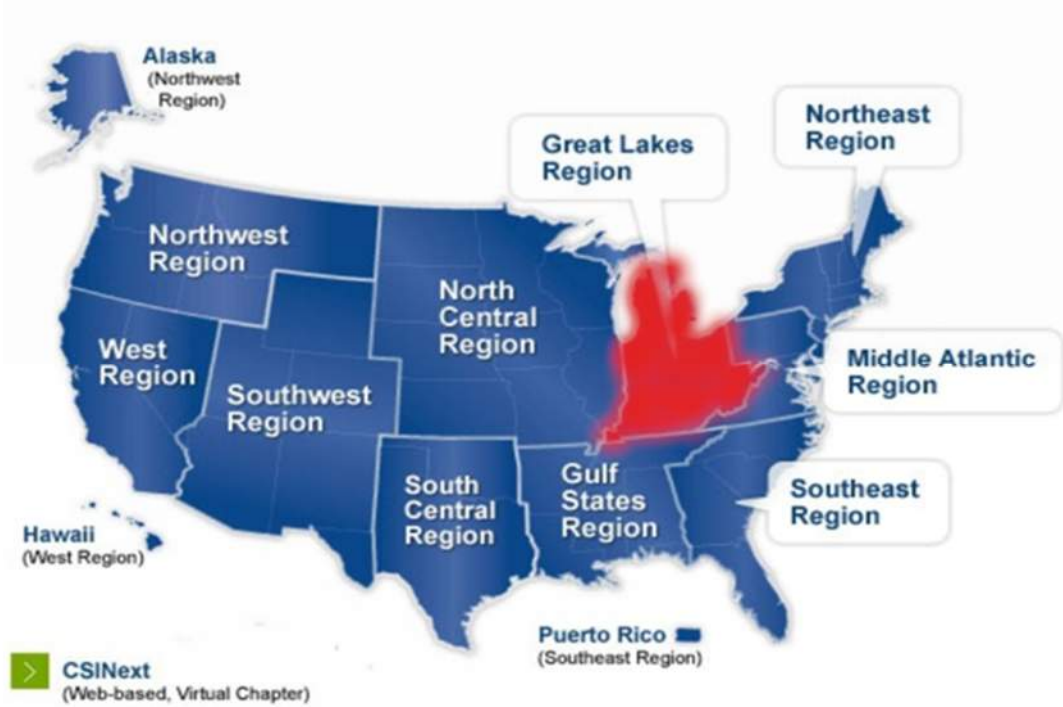
Even if you don't submit for the OCC, this form is also a great tool for creating an annual report for your Chapter's activities or to use as a planning guide for next year.

You are all outstanding chapters and members of CSI, feel free to gloat a little and submit for your OCC!

Gregg Jones, AIA CSI CDT CCS



NEWSLETTER



CHAPTERS

- Akron-Canton**
- Cincinnati**
- Cleveland**
- CSI Next**
- Evansville**
- Grand Rapids**
- Indianapolis**
- Lansing**
- Louisville**
- Metro Detroit**

Our Mission

To advance building information management and education of

project teams to improve facility performance.

[Home - Great Lakes Region \(csiresources.org\)](http://csiresources.org)

* PDPG – Third Edition

ANSWERS: 1. - c [PDPG, 5.6.3*]; 2. - c [PDPG 5.6*]; 3. - a [PDPG 5.1.2*]; 4. - c [PDPG 5.6.3*]; 5. - a [PDPG 7.3*] (January, 2022, *The GLR Newsletter* Electronic)

ANSWERS:

CERTIFICATION QUIZ ANSWERS

NEWSLETTER

Here are **some of the things your Region and Region Officers do** better as part of the Construction Specifications Institution Structure:

Leadership Training If you've ever thought about applying for a Chapter Leadership position, it's as simple as looking [here](#) to see what kind of thing are expected.

Programs Bureau- Programs Chairs have a place to go to fill up a hole or two in the annual calendar. If you see a monthly program that stands out, please pass those thoughts on to Jack Morgan, who oversees the submissions. Visit the Speakers Bureau [here](#).

Awards- The format and organization of our Awards program is very robust and well thought out. It's been seen by other regions and used as a template for the creation of their awards programs. Please review it [here](#) to see how to reward active leaders in your chapter. Gregg Jones (Grand Rapids) and Jack Morgan (Indianapolis) are the current Awards Committee Co-Chairs.

Chapter Challenge- Introduced in 2018. It's a way to introduce your friends and colleagues to CSI. More on this on page 3 of this newsletter.

Member Relief Program- Introduced December 2020, still in effect. [Details](#) and information [here](#).

NEWSLETTER

The CHAPTER CHALLENGE, which began in 2018, is still in full effect.

The purpose of this CHALLENGE is to increase membership. In this CHAPTER CHALLENGE, the Chapter members must recruit new members with no cost to the new member. The Chapter will pay for the first year's chapter dues, and the Region will pay for the first year's Institute dues. This is for PROFESSIONAL and EMERGING PROFESSIONAL members only (renewals and industry members are not included).

Your involvement does not stop there! Once the new members attend their first Chapter meeting, the Chapter has to engage those new members, embrace them by making them a part of the Chapter, getting them involved, and giving them a sense of belonging.

Who can you recommend today?

If you have any questions or need any other information, please contact one of the following:

Great Lakes Region Chapter Challenge Advisor

Ken Schmidt – Operations Manager Seward Associates

317-979-1700

kschmidt@sewardassociates.net

Great Lakes Region Membership Chair

Blair Reese 313-269-3868

breese@ghafari.com

Form(s) attached



Construction Specifications Institute Great Lakes Region

“CHAPTER CHALLENGE”

What is CHAPTER CHALLENGE?

- Chapter Challenge is a way to allow Design and Construction Professionals the opportunity to experience CSI for one year with CSI's goal of the Professional realizing the value of CSI and continue Membership beyond the Chapter Challenge Year.

Who is eligible for CHAPTER CHALLENGE?

- Chapter Challenge is open to a Member of an Architect, Engineer, Interior Designer, or General Contractor Firm who may not be familiar with CSI or have not been a Member of CSI for at least 3 years.

What Does the CHAPTER CHALLENGE Cost?

- New Member - \$0.00 for the first year of membership:
 - The only cost will be participation:
 - Commitment to attend a minimum of 4 regularly scheduled educational meetings in the Chapter Challenge Year;
 - Report the value of being a CSI Member to a Principal or Decision Maker in the Chapter Challenge Member's Firm a minimum of two times during the Chapter Challenge Year.

How to apply for CHAPTER CHALLENGE?

- Fill out TODAY the attached CSI Membership Application and return it to the Great Lakes Region Membership Chair in the Newsletter.



PO Box 81
Annapolis Junction, MD 20701
Phone: 800-689-2900
CSI Tax ID#: 53-0242938
Fax to: 703-940-8600

Enroll online at www.csiresources.org/join

MEMBERSHIP TYPES

Professional: \$375

I am a technically experienced individual whose primary function is to author, manage, or communicate building information; to create, interpret, or use construction documents; or to educate, support, or assist the construction industry.

Emerging Professional: \$200*

I am an individual who has less than three years experience in any construction-related field and am a prospective Professional Member.

Student: \$70*

I am a full-time student enrolled in an undergraduate or graduate program in a construction industry curriculum at an educational institution.

**Emerging Professional membership is limited to three years, at which time members must renew at the Professional level.*

CSI Membership

CSI Membership is good for one year, with your membership starting the day that your payment is received and processed.



Prices and information are subject to change.

MEMBERSHIP ENROLLMENT FORM

Personal Information

First name: _____ Middle initial: _____ Last name: _____

Nickname: _____

Title: _____

Firm name: _____

Website: _____

Primary Address: _____

City | State | Zip: _____

Primary phone: _____ Fax: _____
 (____) _____ (____) _____

Primary Email: _____

Date of birth: _____

Please review the listings on the back and enter the corresponding number(s) that best describe the following:

Occupation code: _____ Firm type code: _____

Membership Dues and Chapter Designation

Membership Dues (See types of membership above) \$ _____

Home Chapter (See reverse side) _____ Included

Membership Certificate (Optional) \$ 15.00

Total (US funds only) \$ _____

Signature* _____

**Required to validate your enrollment form.*

(Payable to CSI—please specify "Member Dues" and if renewing membership include member ID on memo line.)

Visa Mastercard AMEX Check

Card # _____ CVV Code _____ Exp Date _____

Signature* _____

**Signature required for credit card authorization. If using a credit card, please do not email form for security purposes.*



Occupation Codes

100 Specifier or Specifications Consultant	118 A/E Drafter – CAD Operator	137 Surety Professional
101 Architect	119 Estimator	138 Insurance Professional
102 Forensic Architect	120 Surveyor	139 Accountant
103 Landscape Architect/ Designer	121 Construction Manager	140 Attorney
104 Interior Designer/Space Planner	122 General Contractor	141 Manufacturer's Rep/ Supplier
105 Project Manager	123 Subcontractor	142 Building Product Distributor
106 Contract Administrator	124 Constructor	143 Electronic Media Manufacturing Personnel
107 Civil Engineer	125 Construction Trades	144 Project Information Manager
108 Environmental Engineer	126 Labor Representative	145 Publisher
109 Water Resources Engineer	127 Test Lab Personnel	146 Graphic Designer
110 Structural Engineer	128 A/E Representative	147 Technical Writer
111 Electrical Engineer	129 Public Agencies Staff	148 Computer Support Specialist
112 Electronics Engineer	130 Building Official	149 Systems Administrator
113 Mechanical Engineer	131 Building Inspector	150 Association Staff
114 Forensic Engineer	132 Building Owner	151 Academician/Professor/ Teacher
115 Urban Planner	133 Developer	152 Academic Staff
116 Engineering Technician	134 Facilities Manager	153 Student
117 Consultant	135 Realtor	154 Other
	136 Construction Finance Professional	

Firm Codes

300 Commercial Developer
301 Municipal Government
302 State Government
303 Federal Government
304 Product Distributor
305 Manufacturer/Supplier
306 A/E Firm
307 Architectural Design Firm
308 Construction Management
309 Contractor
310 Subcontractor
311 Other (indicate on application)
312 Academic
313 Association/ Technical Society

Locate the numbers corresponding to your occupation and type of firm, then write them in on the front of this form.

Chapters

A home chapter is included as part of your CSI membership. Designate your preferred home chapter on the front of this application. If one is not chosen, the home chapter will be assigned based on your address. For more information, visit www.csiresources.org/communities/components.

Alabama

Birmingham
Huntsville
Mobile Bay
Montgomery

Alaska

Cook Inlet

Arizona

Phoenix
Tucson

Arkansas

Little Rock

California

East Bay-Oakland
Fresno
Los Angeles
Orange County
Redwood Empire
Sacramento
San Diego
San Francisco
Santa Clara Valley

Colorado

Denver
Pikes Peak

Connecticut

Hartford
Housatonic

District of Columbia

DC Metropolitan

Florida

Greater Orlando
South Florida
Pensacola
Suncoast
Tampa Bay

Georgia

Atlanta

Hawaii

Honolulu

Illinois

Chicago

Indiana

Evansville
Indianapolis

Iowa

Central Iowa
Crandic

Kansas

Flint Hills
Mid-Kansas

Kentucky

Louisville

Louisiana

Acadiana
Baton Rouge
New Orleans
Shreveport

Maryland

Baltimore

Massachusetts

Boston
Worcester County

Michigan

Grand Rapids
Lansing
Metropolitan Detroit

Minnesota

Minneapolis-St. Paul
Twin Ports

Mississippi

Mississippi

Missouri

Central Missouri
Greater St. Louis
Kansas City
Southwest Missouri

Nebraska

Nebraska

Nevada

Las Vegas

New Hampshire

New Hampshire

New Jersey

New Jersey

New Mexico

Albuquerque

New York

Buffalo-Western NY
Eastern New York
Long Island
Metropolitan New York
Rochester

Syracuse

North Carolina

Charlotte
Raleigh-Durham

North Dakota

North Dakota/Red River Valley

Ohio

Akron-Canton
Cincinnati
Columbus
Cleveland
Dayton-Miami Valley

Oklahoma

Oklahoma City
Oklahoma State Univ.

Oregon

Portland
Willamette Valley

Pennsylvania

Greater Lehigh Valley
Central Pennsylvania
Erie-Northwestern
Pennsylvania
Northcentral Penn
Philadelphia
Pittsburgh

Rhode Island

Rhode Island

South Carolina

Charleston
Grand Strand
Greenville

Tennessee

Chattanooga
Knoxville
Memphis
Nashville

Texas

Amarillo
Austin
Dallas
Fort Worth
Houston
San Antonio

Utah

Salt Lake City

Vermont

Vermont

Virginia

Blue Ridge
Central Virginia
Northern Virginia
Richmond
Tidewater

Washington

Mt. Rainier
Puget Sound
Spokane

Wisconsin

Fox River Valley
Madison
Milwaukee

CSINext

(Virtual Chapter)

NEWSLETTER

- 2024 April Spring, Region Conference, Indianapolis. TBD.
- Region Conference Master Planning Schedule is being revisited for updates.
- Kicking around the Idea for a Bi-Region Conference. Stay tuned.
- Let us know if there is something you want to share about your Chapter.
- Officer and Committee Training available.
- The Region needs YOU for the following OPEN POSITIONS:
 - President Elect – Interested?
 - Vice President 1– Interested?
 - Vice President 2 – Interested?
 - Treasurer – Interested?
 - Secretary-Interested?
- End of Fiscal/Chapter Year 30-June 2024.
- New Fiscal Year Begins July 1, 2024.
- IRS Form 990 Due - most chapters and regions November 15.
- Begin Recruiting Officer and Leaders for Next Fiscal Year January 15.
- Officer and Leader Roster Report Due *Must be submitted even if roster remains same 31-May 2024.
- CSI Master Specifiers Retreat (MSR) will be held on February 7-9, 2024 at Royal Sonesta in San Juan, Puerto Rico. Participants get access to one-on-one meetings with senior building product manufacturers, information on key developments impacting the construction industry, key intelligence and data from subject matter experts, free accommodations and travel reimbursement, and earning up to 3.0 CSI Learning Units. Space is limited. Apply now.
- Share your Certification Exam experience that you would like to share [here](#)
- Share your CSI 2023 National Conference experience for Newsletter [here](#)
- Share your Spec-related photos with message for the Newsletter [here](#)
- Outstanding Chapter Commendation nomination due, July 2024.

NEWSLETTER

Great Lakes Region CSI Quizmaster - November 2023

Jack P. Morgan, FCSI, CCS, CCCA, CDT, AIA, LEED Green Associate, NCARB, SCIP

1. Division 01 sections apply broadly to the execution of the work of all the other sections of the specifications. In addition, they expand on certain administrative and procedural provisions of the:
 - a. Drawings.
 - b. Construction Agreement.
 - c. Conditions of the Contract.
 - d. Procurement Documents.

2. The volume containing the Specifications, Conditions of the Contract, information to bidders, instructions to bidders, and the bid form is called:
 - a. Spec book.
 - b. Preliminary Project Descriptions.
 - c. Project Manual.
 - d. Submittals.
 - e. None of the above.
 - f. All of the above.

3. Contract Documents consist of:
 - a. Agreement between Owner and Contractor, Conditions of the Contract, drawings, and modifications, other documents listed in the Agreement.
 - b. Agreement between Owner and Contractor, Conditions of the Contract, drawings and specifications, Project Manual, and shop drawings.
 - c. Agreement between Owner and Contractor, Conditions of the Contract, drawings and specifications, instructions to bidders, bid form, addenda, modifications, other documents listed in the Agreement.
 - d. None of the above.

4. Division 01 should be used to:
 - a. Provide a location for General and Supplementary Conditions.
 - b. Provide a means to modify standard sections of the specifications.
 - c. Provide a logical arrangement for specifying administrative, procedural, and temporary facilities.
 - d. Provide a location for specifying special construction and materials the bidders might overlook.

5. The agreement form, before modifications, should be reviewed carefully by the:
 - a. Owner's legal counsel.
 - b. Owner.
 - c. Architect and Owner.
 - d. Contractor.

Answers on Page 3.

NEWSLETTER

CSI Great Lakes Region – December 2023

I love the cold weather and looking forward to snow. Only wish I didn't have to drive in it! I volunteered at a family service center this weekend – giving food and gifts to families in need. The experience was both physically and emotionally exhausting. Take time to volunteer and appreciate what we have by giving to others this Holiday Season.

CSI Master Specifiers Retreat (MSR) will be held on February 7-9, 2024, at Royal Sonesta in San Juan, Puerto Rico. Participants get access to one-on-one meetings with senior building product manufacturers, information on key developments impacting the construction industry, key intelligence and data from subject matter experts, free accommodations, and travel reimbursement, and earning up to 3.0 CSI Learning Units.

The CSI Board Meeting will be held the weekend immediately following the Master Specifier's Retreat. Please let me know if you have anything you wish me to bring to the Board's attention. Looking forward to the GLR Conference in April 2024 in Indianapolis, IN. The venue is one of my favorites in Indianapolis – the Bottleworks. It is a renovated Coca Cola Bottling Plant. We will have a guest speaker during the conference talking about the restoration of this historic area.

Next year's CSI Conference will be held in Houston, Texas. Be looking for more information to come. Watch your email for Webreach Wednesday presentations. Earn Learning Units. Also, join in on Tech Talk Tuesdays. Go to the CSI Website to see the schedule. Also check out the CSI Learning Library for other courses offering Learning Units. There is a wealth of information and learning opportunities.

There are many resources available to chapters and regions on the chapter and region community at CSResources.org.

I want to direct you especially to Membership Recruitment: at <https://www.csiresources.org/chapterregionleaders/member-management/membership-recruitment>

This site includes:

- o Customizable membership flyer
- o Customizable membership PPT template
- o Social media buzz kit (for getting a social media presence started)
- o CSI event form: <https://www.surveymonkey.com/r/CSIEventForm>

NEWSLETTER

Promotes your events on the national CSI calendar.

Thanks,

Ivette Bruns CSI CDT CCS
Director from the Great Lakes Region
ibruns@ratiodesign.com



NEWSLETTER

Initiate. Educate. Participate.

The last two month's the Academic Program focus has discussed ways to introduce CSI to an educational institution. Thanks to those who've reached out with comments and questions, requesting a more detailed action plan for CSI chapter leaders. Contacting a professor is a good first step. Participating on the Industry Advisory Board is a proven path. A common goal is getting a University or a Community College to gain interest in CSI is by teaching the CDT prep class to fulfill their *documents requirements* in the program curriculum. Here's a quick step by step road map that starts with basic goal setting and outreach, ends with solid participation in program curriculum.

Initiate-

- Data Base update- who and where are the chapter's opportunities.
- Identify a target school the chapter would like to help grow CSI involvement.
- Establish an Introductory Letter to the program chair or tenured professor to explain chapter goals and how CSI can help the school prepare students for the workplace.
- Personal Contact- identify faculty members. Ask for a meeting to link your local chapter person with the learning institution. *It takes the personal touch to gain and gauge interest to establish a partnership.*

Educate-

- *Personal Contact*- meet with an interested faculty member- answer questions, pitch an Industry/Institutional partnership, provide an introductory packet that includes a combination of CSI Chapter, Regional, and National Website tools.
- Introductory Packet-(example)
 - Letter to interested faculty member- personalized Thank You for their time.
 - Offer free or reduced CSI membership (with chapter board approval)
 - *Chapter Challenge is a great tool for this.*
 - Chapter Newsletter, Region Newsletter, grab an Institute article or testimonial on the value of earning a CDT certification.

Participate-

- Offer to be a class speaker to share industry trends or a local project case study.
- Offer to become an Industry Advisory Board Member.
- Educate an interested faculty member with all information they will need to implement program teaching CDT prep as a Documents type part of their program.
 - Consider donating a Project Delivery Practice Guide from the chapter.
 - Provide links to the [CDT Handbook](#), [Preparation Materials](#) for review.
 - Offer to establish class speakers to help teach the program.
 - Follow up, follow up, follow up- the wheels of education turn slowly. Adding a class to any curriculum is a long uphill battle.
- Add them to Communication Newsletter/Blog to continue to keep CSI in front of the students and staff.
- No success? Consider offering a class at or near the institution for students who want to excel and leave college with an Industry Certification.

Thad Goodman, FCSI, CDT, CCPR, LEED Green Associate
Academic Program Committee

NEWSLETTER

Chapter	President	Email	Website for Information
Akron-Canton	Bryan Ziga	bryan.ziga@primeeng.com	Website
Cincinnati	Kirk Paisley	kirk.paisley@bdclarchitects.com	Website
Cleveland	Mark Jacobson	mark.jacobson@kuraray.com	Website
CSI Next	Mark Ogg	mark.ogg@jll.com	Website
Evansville	Clay Ellerbrook	cellerbrook@haferdesign.com	
Grand Rapids	Andrea Baird	albaird@rrj.com	Website
Indianapolis	Tony Julian	tonyjulian2013@gmail.com	Website
Lansing	Brian Delaney	delaney@mayottearchitects.com	
Louisville	Sam Cilone	cilone@fastsigns.com	Website
Metro Detroit	Mallory Hoffman	mallory@signaturespec.com	Website

What 3 things are you thinking about to boost your career in 2024?

[Share for the newsletter](#)

What 3 things did you learned from the CSI National Conference?

[Share for the newsletter](#)

What are your plans for the Winter?

[Share for the newsletter](#)

What 3 suggestions can you give to help in enjoying the holidays with Family?

[Share for the newsletter](#)

Newsletter Express YOURself comments [here](#)

NEWSLETTER



Ken Schmidt
Seward and Associates

kschmidt@sewardassociates.net
(317)-979-1700

<https://www.sewardassociatesllc.com/index.html>



Mark S. Jacobson, CSI
Kuraray America, Inc.

Mark.Jacobson@kuraray.com
(440) 248-9151
<http://www.kuraray.com>

PARTNER with US to engage the Design, Architect, Engineer, Owner and Contractors by recognition to manufacturers, your products and services advertised here.
Contact: Jack Morgan morwalsoplad1@gmail.com



Thad Goodman, FCSI, CDT, CCPR,
LEED Green Associate
National Gypsum Services Company

thadg@nationalgypsum.com
614-296-5375
<https://www.nationalgypsum.com>

YOUR Company HERE

NEWSLETTER

OFFICERS		
Gregg Jones President gjones@abonmarche.com 260-216-0222	Kirk Paisley President-Elect kirk.paisley@bdclarchitects.com 513-964-1154	Scott Mitchell-Taylor Immediate Past President staylo2021@outlook.com 216-870-1970
Dawn Cenowa Vice President 1 dawn.m.cenowa@sherwin.com 248-660-3067	Open Vice President 2	Ken Schmidt Treasurer kschmidt@sewardassociates.net 317-979-1700
Ivette Bruns Institute Director ibruns@ratiodesign.com 317-258-4180	Open Louise Schlatter (Acting) Secretary lschlatter@SSOE.com 419-255-7763	Open Emerging Professional
COMMITTEE CHAIRS		
Open By-laws Chair	Gregg Jones/Jack Morgan Awards Co-Chairs Gregg.jones@c2ae.com / morwalsoplad1@gmail.com 260-216-0222 / 317-508-4516	Thad Goodman Academic Liaison thadg@nationalgypsum.com 614-296-5375

NEWSLETTER

COMMITTEE CHAIRS		
<p>Ed Avink Certification Chair avinkbksolutions@gmail.com 616-450-8338</p>	<p>Glen Baines Region Conference Chair glen@Bainesinc.com 317-626-9034</p>	<p>Brad Saeger Education Chair bsaeger@moodynolan.com 216.356.4172</p>
<p>David Proudfit Electronic Communications Chair Dsp-csi@cinci.rr.com 513-607-2030</p>	<p>Blair Reese Membership Chair brees@ghafari.com 313-269-3868</p>	<p>Scott Mitchell-Taylor Nominating Chair staylo2021@outlook.com 216-870-1970</p>
<p>Open Planning Chair</p>	<p>Jack Morgan Program Chair, Librarian morwalsoplad1@gmail.com 317-508-4516</p>	<p>Gary L. Beimers Technical Chair gbeimers@comcast.net 616-295-2232</p>
NEWSLETTER STAFF		
<p>Jack Morgan Co-Editor morwalsoplad1@gmail.com 317-508-4516</p>	<p>Ed Brown Newsletter Distribution ebrown@eticagroup.com</p>	<p>Scott Mitchell-Taylor Co-Editor (Interim) staylo2021@outlook.com</p>

NEWSLETTER

Yearly Reporting Requirements

To ensure continuity in operations, including timely dues payments to chapters, and to acknowledge compliance with the affiliation agreement, every component is asked to complete two reports per year:

May 31 Report

Submit: Officer and leader roster for upcoming fiscal year

September 30 Report

Attest that:

- The component is in good standing to conduct business (current with state and
- current with IRS)
- Directors and officers' insurance is in place
- General liability insurance is in place
- Banking information is current
-

Identify:

Any enabling document that changed in previous fiscal year-

- Submit updated copies if have not already
- If bylaws were updated, must also confirm reviewed by independent legal counsel experienced with non-profit, tax-exempt organizations prior to adoption.

Submit:

- Financial documents from the previous year, including state of activities, balance sheet, and cash flow.
- Potential recruitment and customer lists

These reports will be available at least two months ahead of their due date and will be accessible through the Chapter and Region Leader Community.

In the case that a component is not able to meet one of these obligations, the component and CSI national will work together to create a plan to become compliant.

NEWSLETTER

AI tools for Architects and Designers

<https://architizer.com/blog/practice/tools/top-ai-tools-for-architects-and-designers/>

Building product manufacturers and associations that provide continuing education

<https://www.arcat.com/ces>

Green Building Resource

<https://newbuildings.org/>

The Office of Energy Efficiency and Renewable Energy (EERE)

<https://www.energy.gov/eere/office-energy-efficiency-renewable-energy>

Construction Document Production

<https://www.archtoolbox.com/design-document/construction-documentation/>

Does Your Website Meet the Specifier's Needs?

https://www.4specs.com/s2a/news/2022.01_sections.html

Specifier Forum Resource

<http://discus.4specs.com/cgi-bin/discus/discus.cgi>



NEWSLETTER



CONGRATULATIONS

- Spring **CCS** Exam - Pass -**Anne-Lee Vandebussche** -Metropolitan Detroit
- Spring **CCS** Exam – Pass – **Margaret (Molly) Morgan** – Metropolitan Detroit
- Spring **CDT** Exam – Pass - **Steve DeMange** - Cincinnati
- Spring **CDT** Exam – Pass - **William Hofmann** – Cincinnati
- Spring **CDT** Exam – Pass - **Hannah Holtzapple** – Cincinnati
- Spring **CCCA** Exam – Pass - **Robyn Papaioannou** - Lansing
- Spring **CDT** Exam – Pass - **Stephen Pierson** - Cleveland
- Spring **CDT** Exam – Pass - **Robert Sutton** - Akron-Canton
- **Jack Morgan** who received the **2023 Robert P. Brosseau Award** for the Advancement of CSI.

NEWSLETTER

Region Conference 2024

6 months-ish and counting

April 2024

Some-things to start thinking about:

Plans to attend

Plans to have Chapter representation

Sponsorships

Table tops

Volunteering

Leadership Training

Presenting a Topic

Certification

Getting others to know about CSI