Subject: CSI Membership

Thank you for inquiring about membership in the Minneapolis--St. Paul Chapter of CSI. The Membership Committee encourages you to consider pursuing a membership in CSI and becoming an active member of our local Chapter. There are numerous benefits of being a member of CSI, including networking with other members in our profession, and many educational opportunities which can advance your career goals.

This introductory packet contains information regarding the Construction Specifications Institute and our local Chapter; including membership, membership benefits, and information about our local Chapter education and member participation in committee opportunities.

Materials provided as part of this packet include introductory information to CSI Institute and our local Minneapolis-St. Paul Chapter.

- "Design Build Manage Smarter" Letter
- CSI Resources
- "What is CSI?": Minneapolis-St. Paul Chapter Brochure
- Membership Benefits
- CSI Membership Enrollment Form
- Need CEU’s/LU’s?: The Minneapolis-St. Paul Chapter Programs List
- Board of Directors - Fiscal Year 2019-2020
- Committee Chairs - Fiscal Year 2019-2020
- Committee Participation Guide – Fiscal Year 2019-2020

To become a member, complete the CSI Membership Enrollment Form, and send it to the Construction Specifications Institute along with your membership payment to the address indicated on the enrollment form. Please note the "Who can we thank for referring you to CSI" question at the lower left corner of the form. Write-in the person's name and contact information if you would like to acknowledge the CSI member who encouraged you to join CSI. They will gladly assist you in any way they can to help you feel comfortable with our Chapter. The Minneapolis-St. Paul Chapter dues amount includes attendance for 8 Chapter monthly meetings with programs that include your meal. The Awards Banquet and the Annual Golf Outing may be attended at an additional cost.

Our Minneapolis-St. Paul Chapter's webpage, [www.csi-msp.org](http://www.csi-msp.org) can give you current Chapter information regarding upcoming monthly meetings and activities important to our Chapter and you.

We would like to point out a couple of items about the CSI Certification Programs, which are viewed on the Institute's webpage at [www.CSIResources.org](http://www.CSIResources.org). The CDT Program and examination is a prerequisite to obtaining your CCS, CCCA or CCPR Certification. Our Minneapolis-St. Paul Chapter conducts education workshops in preparation for the exams scheduled in the Spring and Fall.

The Chapter publishes our own monthly on-line newsletter called "Specifics – The Newsletter of the Minneapolis-St. Paul Chapter CSI", which contains upcoming monthly Chapter events, articles written by our Chapter members, Chapter committee meeting activities, and other topics of interest to our profession.

If you would like to become a more involved member of our Chapter, please consider joining one of the committees by completing the Committee Participation Guide, email attach or fax (952.252.8096) the form to the Minneapolis-St. Paul Chapter. You can also use this guide to get in touch with any of the committee chairs to discuss specific issues you may have; so feel free to contact any of them, as we're sure you will find them very helpful.

Finally, please feel free to call Susan Lee at 952.929.9241, e-mail susanlee@stationad.org, or Gary Patrick at 763.546.3434, e-mail gppatrick@inspec.com, to talk about any of the enclosures, or other information you would like to receive. We hope to see you at an upcoming Chapter event. Thank you for your interest in CSI.

Sincerely,

Susan Lee, CSI
Chair, Membership Committee

Gary Patrick, CSI
Co-Chair, Membership Committee
Dear Colleague

As a professional involved in building construction, you know the importance of accurate and timely communications, the successful completion of any building project. You know the benefits of examining all available information before you commit your time and effort to a project. You also know what industry recognition can do for your career. But did you know there is one organization dedicated to helping you excel in your field, while enhancing your interaction with other members of the construction team?

That organization is the Construction Specifications Institute (CSI). For over 70 years CSI has been developing and maintaining technical documents, formats, guidelines, and education programs to foster clear written communication among architects, engineers, specifiers, contractors, product suppliers, and owners. CSI's Annual Convention, Region product shows, and Chapter meetings offer face-to-face communication and networking opportunities.

CSI publishes of "The Construction Specifier", an award-winning monthly magazine, featuring informative articles on a wide range of building construction technology, applications, and innovations. Regular columns keep readers up-to-date on latest information on construction documentation, legal issues, trends, materials and methods. Your membership includes annual subscriptions to CSI's monthly magazine, The Construction Specifier, and the CSI Weekly email-newsletters (membership focused).

Each year, CSI's Annual Convention and Exhibit "CSI Construct" is a prime example of the networking and education opportunities this organization offers. The exhibit floor offers a firsthand look at thousands of new products and services and the chance to make contacts for future projects.

Locally, the Minneapolis-St. Paul Chapter established in 1959, is one of the largest and most active in the country (with over 260 members). Monthly chapter meetings offer you an excellent chance to network with other professionals in the area. There are regular opportunities to take courses in preparation for CSI certification exams, and other education opportunities. The Chapter's monthly on-line newsletter, "Specifics Newsletter", and the Chapter's website, www.csi-msp.org each provide a useful communication tool that keeps you up-to-date about what is happening in the Minneapolis-St. Paul market.

Let CSI help you put the right teams together with the right products to build projects the way the owner intended. To advance your career by improving the way you communicate and interact with all members of the building construction team.

Join CSI today! Fill out the enclosed membership enrollment form, mail or fax to The Construction Specification Institute. If you prefer to join on line, go to www.CSIResources.org/join, the Membership web page, select “Join or Renew Today”, select "Create An Account". For more information, contact The Construction Specifications Institute or the Minneapolis-St. Paul Chapter indicated below. Send membership applications to the address, The Construction Specifications Institute, PO Box 81, Annapolis Junction, MD 20701.

Sincerely

The Construction Specifications Institute, Inc.
123 North Pitt Street
Suite 450
Alexandria, VA  22314-3351
Telephone:  1.800.689.2900
Fax:  1.703.236.4600
e-mail:  csi@csinet.org
website:  www.CSIResources.org

Minneapolis-St. Paul Chapter of the Construction Specifications Institute
5353 Wayzata Boulevard, Suite 350
St. Louis Park, MN  55416
Telephone:  952.564.3044
Fax:  952.252.8096
e-mail:  msilva@intrinxe.com
website:  www.csi-msp.org
CSI Membership: What’s in it for YOU?

As a CSI member you can:

• Learn and share information with experts across the industry. In CSI, you’ll connect with professionals from different fields who are as eager to learn from you as you are from them. CSI’s online communities make it even easier to connect with CSI members throughout the world and provide every day solutions when you need them.

• Enhance your technical skills. CSI’s education helps thousands of professionals understand and control their documentation so they can deliver projects as envisioned. In addition, CSI’s new website www.csiresources.org is designed for you to easily search for just the information you need.

• Get real-world, building product solutions. As a member, you’ll receive CSI’s Construction Specifier Magazine, which is packed with articles and advice focused on the latest in building technology.

• Participate in your local construction community through more than 130 chapters nationwide. For a complete listing of CSI chapters throughout United States visit our website.

And you can search MasterFormat.com for FREE!

Ready to join? CSI has three membership levels:

• Professional
• Emerging Professional
• Student

Go to www.csiresources.org to join today!

Connect with CSI

CSI’s Online Community
CSI has an active online community connecting members nationwide through social media and through our new communities. Industry professionals discuss hot topics in the industry, answer questions, and make jokes that only a construction professional could truly appreciate.

If you’ve never tweeted, posted, liked, or linked, CSI’s online community is a safe place to get started. If you’re an experienced professional building a personal brand, CSI’s online community presents a great opportunity to personally engage with CSI’s national network.

Connect with CSI online for an enhanced member experience:

• Connect with thousands of industry professionals in CSI’s new communities! Share advice and best practices, make comments, network with experts and get answers to your questions.

• CSI on Twitter – www.twitter.com/CSIConstruction – Tweet with us! Follow CSI on Twitter for news, updates and announcements, from CSI, and to find other CSI members who are tweeting.

• CSI’s Facebook Page – www.facebook.com/CSIConstruction – Like us! Stay up-to-date with Institute news and upcoming events, and find other members who are using Facebook to discuss CSI.

• CSI on YouTube – www.youtube.com/CSIConstruction – Learn where and when it’s convenient to you! With more than 250 hours of programming ranging from informational webinars, to Practice Group discussions, to leader training presentations, CSI’s YouTube channel is available whenever and wherever you are through your phone, tablet, or computer.

Get Involved Join a CSI Practice Group
CSI’s Practice Groups support collaborative networks of individuals and organizations working together to improve their own operations and final project delivery. These social learning groups cover a variety of industry topics with the goal of collaboration and knowledge sharing on a regular basis.

Through online discussion and monthly virtual meetings, these communities of practice go into detail in the following practice areas:

• Contract Administration
• High Performance Design/Building
• Information Management
• Product Representation
• Specifying

CSI Weekly
CSI Weekly is a must-read weekly email for CSI members. In it you’ll find:

• News about CSI’s standards and formats
• Excerpts from blogs, forums and other places CSI members are talking
• Information about CSI’s education and certification programs
• Registration deadlines for exams and events
• A calendar of CSI’s upcoming events

CSI automatically emails CSI Weekly to new members.

Learn more at www.CSIResources.org
CSI Certificate/Certification Program

CSI is the construction community’s authority on communication and construction documentation.

Through CSI’s Certificate/Certification Program, you can develop a conceptual understanding of the entire construction process and concrete skills in:

- Construction documentation development and administration
- Specification writing and enforcement
- Product research and sourcing
- Communication with the design and contracting teams

CDT

CSI’s Construction Documents Technologist (CDT) program has provided foundation training in construction documentation for architects, contractors, contract administrators, specifiers, and manufacturers’ representatives for decades. As the cornerstone of CSI’s certification program, it’s also prerequisite to taking CSI’s advanced certification exams.

Getting your CDT means:

- Understanding how a project unfolds from conception to delivery
- Understanding the documentation involved

CCCA

A CSI Certified Construction Contract Administrator (CCCA) develops, administers and enforces construction documentation.

Getting your CCCA means:

- Developing an in-depth understanding of quality assurance and quality control
- Having advanced skills in bidding and negotiating procedures
- Developing skills in construction observation and inspection
- Understanding Division 01, General and Supplemental Conditions, agreements, and all other documents related to the project
- Understanding enforcement and liability

CCS

A CSI Certified Construction Specifier (CCS) is a skilled product researcher who knows how to investigate and identify cost-effective, efficient solutions, and then communicate those solutions through the specifications.

Getting your CCS means:

- Developing an in-depth understanding of agreements, conditions of the contract, Division 01, and their relationships to specifications
- Having advanced skills in specification development, enabling you to write specs and use spec-writing software more effectively
- Understanding how to research and source products

CCPR

A Certified Construction Product Representative (CCPR) is a trusted advisor, a valued resource called upon by the design team again and again.

Getting your CCPR means:

- Making sales calls, presentations, construction meetings, and product shows more effective
- Knowing the parts of construction product marketing collateral that are of most interest to designers and contractors
- Understanding roles and responsibilities of everyone involved in the project, and how and when to communicate with them
- Understanding all phases of the construction documentation, and your role in each phase
- Speaking the same language as the design and contractor teams

Learn more, or register for an exam at CSIResources.org.
Certification Preparation Resources

CDT

CDT Study Workbook
The CDT Study Workbook is a guide to help candidates prepare for the CDT exam. The workbook provides an in-depth understanding of the fundamentals and formats of construction documentation and includes exercises, examples, and practice questions that address the development of facilities and the ins and outs of the process.

Project Delivery Flash Cards
The Project Delivery Flash Cards are designed to help increase your knowledge of the fundamentals and formats of construction documents. Use them with a colleague to quickly test your attained knowledge or to aid in preparing to earn a CSI credential. Answers to these 75 questions include excerpts and citations from CSI’s Project Delivery Practice Guide. Also available on iTunes.

Project Delivery Education Program
The Project Delivery Education Program (PDEP) is an instructional tool that addresses topics essential to understanding the proper use of construction related documents. The PDEP incorporates concepts from the Project Delivery Practice Guide™, MasterFormat®, Building Information Modeling (BIM), Integrated Project Delivery (IPD), Green Building GreenFormat™ and Sustainability as well as additional resources. The program includes multiple presentation files in PowerPoint format plus additional resource and reference material.

CCS

Construction Specifications Education Program
The Construction Specifications Education Program (CSEP) is an instructional tool for the Certified Construction Specifier (CCS) designation that addresses topics essential to writing specifications and construction documents. The program includes multiple presentation files in PowerPoint format.

CCS Study Workbook
The CCS Study Workbook is a guide to help candidates prepare for the CCS Exam. The CCS Workbook provides an in-depth review of construction specification preparation, procurement requirements, and construction agreements and contracts. The CCS Workbook is comprised of key terms, exercises, examples, and practice questions.

CCPR

Construction Product Representative Education Program
The Construction Product Representation Education Program (CPREP) is an instructional tool for the Certified Construction Product Representative (CCPR) designation that addresses topics essential to understanding the construction process and effective representation. The program includes multiple presentation files in PowerPoint format.

CCPR Study Workbook
The CCPR Study Workbook is a guide to help candidates prepare for the CCPR Exam. The workbook provides a review of all phases of the construction documentation, and the product representatives role in each phase. The CCPR Workbook includes definitions, exercises, examples, and practice questions.

CCCA

Certified Contract Administration Education Program
The Construction Administration Education Program (CAEP) is an instructional tool for the Certified Construction Contract Administrator (CCCA) designation that addresses topics essential to understanding the design professional, owner and contractor roles in the on-site construction process, as well as in contractual relationships. The program includes multiple presentation files in PowerPoint format.

CCCA Study Workbook
The CCCA Study Workbook is a guide to help candidates prepare for the CCCA Exam. The workbook provides a thorough overview of standard contract documents and their successful use in construction projects. The workbook is comprised of exercises, examples, key terms and practice questions that address contract documents and the roles and responsibilities of all parties concerned in the construction process – with an emphasis on the CCCA subject matter.
Standards and Formats

MasterFormat® 2016 Edition

MasterFormat®, a publication of CSI and CSC, is the master list of titles and numbers classified by work results. It primarily used to organize specifications, project manuals, detailed cost information, and other project information for most commercial building design and construction projects in North America. CSI members get complimentary access to all MasterFormat content on www.masterformat.com.

UniFormat™

UniFormat™, a publication of CSI and CSC, is a common elemental classification for the description, economic analysis and management of a building for its life cycle. It provides a structure for arranging construction information based on functional elements, often referred to as systems or assemblies, without regard to the materials and methods used to construct them. UniFormat is commonly used to organize cost estimates and project accounting, for facility management, and to identify and organize BIM object families.

OmniClass™

OmniClass™ is a comprehensive classification system for the construction industry. Useful for a variety of applications including tagging objects, structuring project information, and providing a common classification for databases, OmniClass is a strategy for classifying the entire built environment throughout the entire project life cycle. For more information visit www.omniclass.org.

SectionFormat™/PageFormat™

SectionFormat/PageFormat™, a publication of CSI and CSC, combines the two recommended formatting standards into one publication, providing a uniform approach to organizing and presenting specification section content.

United States National CAD Standard (NCS)® V6

NCS, a standard comprised of AIA’s CAD Layer Guidelines, CSI’s Uniform Drawing System, and NIBS BIM Implementation & Plotting Guidelines, coordinates the efforts of the entire industry by graphic building design data consistently, allowing streamlined communication among owners and design and construction project teams. For more information or to purchase visit www.nationalcadstandard.org.

PPDFormat™

PPDFormat™ provides a recommended format for the organization and presentation of Preliminary Project Descriptions (PPDs), used by the owner, cost estimators, and the design team to facilitate a better understanding of a project throughout its lifecycle. It also serves as a guideline for the authoring and use of project documentation organized around an elemental structure, and its use to further document design intent for use in building information modeling (BIM).

GreenFormat™

GreenFormat™ is a standardized structure for organizing sustainable information elements associated with materials, products, systems and technologies used in the built environment. The information collected and organized with GreenFormat can be used to produce a sustainability profile of a product, and provides designers, constructors and building operators an easy way to evaluate the various sustainable attributes of materials, products, and processes across a wide variety of manufacturers.

Learn more, or purchase at www.CSIResources.org
**Practice Guides**

**Project Delivery Practice Guide**

CSI’s *Project Delivery Practice Guide* provides fundamental knowledge for the documentation, administration, and successful delivery of construction projects. It also serves as the starting point for understanding CSI’s core values, and serves as the primary resource for those studying for CSI’s Construction Documents Technologist (CDT) certificate.

**Construction Contract Administration Practice Guide**

CSI’s *Construction Contract Administration Practice Guide* presents a thorough overview of standard contract documents and their use in successfully administering construction projects. Advice on effective communications, the terms and contents of standard agreements, project forms and their use for communications and documentations, and compliance with codes and regulations are among the subjects addressed.

**Construction Specifications Practice Guide**

CSI’s *Construction Specifications Practice Guide* is focused on the roles and responsibilities of the specifications professional in meeting the challenges of the changing world of construction. Guidelines on writing quality construction specifications and product selection are combined with the best practices for managing project information, working with Building Information Modeling (BIM) and Integrated Project Delivery, and writing sustainable design specifications.

**Construction Product Representation Practice Guide**

CSI’s *Construction Product Representation Practice Guide* presents an overview of the construction process and the roles the construction product representative plays in it. It also includes information that clients require to select appropriate products to meet project requirements, and the role the product representative plays in an Integrated Product Delivery (IPD) workflow.

**Sustainable Design and Construction Practice Guide**

CSI’s *Sustainable Design and Construction Practice Guide* offers guidelines and best practices for applying sustainable design and construction principles in practical terms. Content includes discussions of sustainable design standards and rating systems, an overview of green products and systems (and guidance on how to evaluate them), discussion of the lifecycle of a building project and its impact on evaluating sustainable options, and information on the roles and responsibilities of members of the design and construction team in successful performance of a sustainable construction project.

Learn more, or purchase at [www.CSIResources.org](http://www.CSIResources.org)
Specialty Programs

Master Specifiers Retreat

CSI Master Specifiers Retreat
Building Product Manufacturer Attendees

CSI’s Master Specifiers Retreat is an exclusive event that brings together expert specifiers and product selection influencers from across the country for an intimate gathering of focused education, group networking, and one-on-one meetings with building product manufacturer executives.

Dates:
January 26-28, 2017

Location:
JW Marriott Starr Pass Resort, Tucson, AZ

Contact:
Shannon Pennington, spennington@csinet.org or 703-706-4736
Maureen Eyles, meyles@csinet.org or 703-706-4744

Corporate Partner Program

The Corporate Partner Program is designed for building product manufacturers, design firms and other commercial construction related organizations that have multiple employees interested in joining CSI and accessing CSI’s products and services. The Program provides increased visibility for partnering companies as well as professional development opportunities for organizations wishing to educate their project teams. Let us create a package to meet your business objectives.

Contact:
Shannon Pennington, spennington@csinet.org or 703-706-4736
Maureen Eyles, meyles@csinet.org or 703-706-4744

CSI WebReach Program

Expand Your Reach

CSI can help you expand the reach of your accredited education program. We will: Handle the logistics of a web-based presentation, help you reach a national audience through CSI’s communications and supply you with contact information from your audience after your presentation.

Contact:
Shannon Pennington, spennington@csinet.org or 703-706-4736
Maureen Eyles, meyles@csinet.org or 703-706-4744

Learn more, or purchase at www.CSIResources.org
What is CSI?

- Certification
- Networking
- Education
- Technical
- Product Showcase

Minneapolis-St. Paul Chapter of the Construction Specifications Institute

5353 Wayzata Blvd., Suite 350 • St. Louis Park, MN 55416
Tel: 952.564.3044 • Fax: 952.252.8096
email: msilva@intrinxec.com

www.csi-msp.org
WHAT IS CSI?
MINNEAPOLIS-ST. PAUL CHAPTER

The Minneapolis-St. Paul Chapter of CSI (The Construction Specifications Institute) was chartered in 1959. The Chapter is one of the largest in the CSI organization with more than 280 Professional Members and Emerging Professional Members, and also includes Student Members specializing in construction related fields.

The Chapter is governed by a Board of Directors consisting of 9 persons elected by the membership. Officers include the President, President-Elect, Immediate Past President, 4 Vice Presidents, Secretary, and Treasurer. The Board of Directors are Chapter members elected to those positions based upon their tenure, accomplishments, and contributions to the growth of the Chapter. The activities of the Chapter are arranged by 8 committees, each led by a Committee Chairperson and Co-Chairperson. All Chapter members are encouraged to serve on a committee or committees of their choice. Committees currently include: Awards, Certification, Communications, CSI-MSP Expo, Membership, Programs, Social, and Student and Emerging Professionals (StEP).

EDUCATION

Active participation in the Minneapolis-St Paul Chapter is an excellent way to remain current on the latest in construction technology and materials. The Chapter provides opportunities for the improvement of technical skills and career enhancement while developing personal and professional relationships.

The Chapter Mission Statement is “Building Knowledge - Improving Project Delivery”. Building and improving education is an important part of CSI’s mission. Monthly meeting programs, technical workshops, and continuing education programs provide construction professionals with regular updates on building code changes, new product development, and construction practices. The Chapter also assists the Institute by providing classes to prepare candidates for certification examinations, and sponsors the annual “Introduction to Construction Documents” workshop.

PUBLICATIONS

The Minneapolis-St. Paul Chapter “specifics newsletter”, is a monthly on-line publication for Chapter members. The newsletter contains meeting announcements, technical columns and articles, building codes and standards updates, committee activities and member news.

The Minneapolis-St. Paul Chapter on-line member resources allows Chapter members to access the “Member Directory”, which provides member contact information for all current Chapter members, lists of Past Presidents, current Region and Chapter officers, Board of Directors members, Committee members, and also includes the Chapter bylaws.

MONTHLY MEETINGS

The Minneapolis-St. Paul Chapter meets 10 times each year. Meetings usually address specific construction products, current projects, technical documents, or construction techniques, based on a specific construction theme or topic presented by knowledgeable individuals. Each meeting starts with sign-in and social time, followed by Chapter business including lunch/dinner, and continues with the monthly theme or topic presentation of interest. Seminars and technical workshops, along with on-site tours, may be added in conjunction with the monthly program. This enhances the education process and provides a more in-depth review of specific issues.

Each monthly meeting provides an excellent opportunity for networking with Chapter members and other members of the construction industry, to discuss matters of mutual interest and to gain knowledge of technical innovations. Members may obtain continuing education credits by attending workshops or discussions of construction related topics as part of the monthly meetings.

SPECIAL PROJECTS

Annually, the Minneapolis-St. Paul Chapter hosts its “CSI-MSP EXPO” where the construction industry and professional people come together for educational seminars, to view exhibits of products and advancements in construction technology.

Each year the Chapter extends its knowledge and education of the built environment to local schools, with members contributing their time to present a construction “Teach-In” to elementary school students from the 6th grade. The Chapter also works with Dunwoody College of Technology to assist in teaching courses on products related to construction and technology affecting the construction industry.

WEBSITES

The Minneapolis-St. Paul Chapter website, www.csi-msp.org provides a quick way for members to get the latest Chapter information. The website provides on-line access to meeting information, current and past newsletters and on-line reservations for Chapter meetings and educational events. The Website also has links to the North Central Region and Institute websites which have additional information about activities at each level of CSI.
CSI Minneapolis - St. Paul Chapter Benefits

- One-time (annual) Chapter Dues payment for Monthly Chapter Meetings held throughout the year. Sign-up, network, and get CEU's!
- Outstanding Monthly Chapter Meetings. Timely topics/tours. An Annual Product EXPO!
- Bring a guest for Free ($45 value) once a year to a Chapter Meeting!
- Receive a gift certificate (approx. $25 value) from the Membership Committee for recruiting a new member.
- Free monthly newsletter *Specifics*, and a resourceful Chapter website!
- Build leadership skills by being active such as joining/leading a Committee.
- Certification support groups/classes.
- Network with industry colleagues. A large Chapter offering a wide range of resources.
- Take advantage of a variety of Business Advertisings (once-a-year payment option).
- Website [www.csi-msp.org](http://www.csi-msp.org)

CSI Institute Benefits

- CSI Certifications! Advance your career and validate your skills.
- Member Discounts on Certification Tests, CSI Standards/Formats, CEUs, CSI Store.
- Free magazine subscription, *The Construction Specifier*
- Email-newsletters, *The CSI Weekly*
- Network with industry colleagues.
- Advertise your business.
- Use CSI as a suffix to your name.
- Website [www.CSIResources.org](http://www.CSIResources.org)
Enroll online at www.csiresources.org/join

MEMBERSHIP TYPES

- **Professional**: $275
  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**: $150*
  I am an individual who has less than three years experience in any construction-related field and am a prospective Professional Member.

- **Student**: $50*
  I am a full-time student enrolled in an undergraduate or graduate program in a construction industry curriculum at an educational institution.

*If selecting Emerging Professional or Student Membership, please call CSI Member Services for related chapter dues. Emerging Professional membership is limited to 3 years, at which time members must renew at the Professional level.

MEMBERSHIP ENROLLMENT FORM

Personal Information

First name: ___________________________ Middle initial: ___________________________
Nick name: ___________________________ Last name: ___________________________
Title: ________________________________
Firm name: ___________________________
Website: ____________________________
Mailing Address: _______________________
City | State | Zip: ____________________________
Business phone: ______________________ Fax: ____________________________
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: ______________________

Institute and Chapter Dues

See Institute dues above and chapter dues on reverse side.

Institute Dues (see types of membership to the left) .................. $_________
Home Chapter Name (see reverse) .................................. $_______
Additional Chapter(s) Name(s) ........................................ $_______
Membership Certificate (optional) ...................................... $15.00
Total (US funds only) ................................................... $_____________

Signature* ________________________________ *(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* ___________________________ Amount $ _____________

*Signature required for credit card authorization.

Don’t Forget to join a chapter!


NOTE: CSI membership is non-transferable and non-refundable.

Who can we thank for referring you to CSI?
CHAPTER DUES

Make the most of your CSI experience when you join one or more chapters! Chapters offer local professional development events, unique tours, in-person networking, certification prep, volunteer opportunities, and much more. Make sure to write in your selected chapter(s) and dues on the front of this application. For more information on CSI chapters, visit www.csiresources.org/communities/components.
NEED CEUs/LUs?
Enhance your professional development by attending these educational meetings

2019-20 PROGRAMS

Sept. 10, 2019  Construction of the Allianz Field Envelope
Allianz Field, St. Paul - Tour/Noon Program

Oct. 8, 2019   Air/Moisture Barrier Advancements and
Coming Industry Change
Univ. of St. Thomas, Minneapolis Campus – Noon Program

Nov. 4, 2019   Understanding the Fiduciary Duty of the Design Professional
Univ. of St. Thomas, Minneapolis Campus – Noon Program

Dec. 9, 2019   Development Of DAYMARK – A Design-Build
Success Story In Uptown
Ryan Companies US, Inc., Minneapolis - Noon Program

Jan. 13, 2020  Macy’s
St. Thomas Campus, Minneapolis Campus – Evening Program

Feb. 10, 2020  Living Building Challenge
Location TBD - Evening Program

Mar. 16, 2020  Virtual Reality – VR Information
Location TBD - Noon Program

April 2020     CSI – MSP Expo
Location TBD – Afternoon Event

May 2020      Chapter Awards Banquet
Dinner Program

Late May 2020  Annual Chapter Golf Outing
Bunker Hills Golf Club, Coon Rapids - Afternoon Event

Advanced registration required. Meeting dates, topics, and locations are subject to change. Contact our Chapter administrative office at phone numbers below for up to date information.

Knowledge for Creating & Sustaining the Build Environment
education.csinet.org • The home for Construction Education Network

Minneapolis — St. Paul Chapter of the Construction Specifications Institute
5353 Wayzata Blvd Suite 350, St. Louis Park, MN 55416
Tel: 952.564.3044 | Fax: 952.252.8096 | volson@intrinxec.com
www.csi-msp.org
### Board of Directors
#### Fiscal Year 2019 – 2020

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Company/Address</th>
<th>Phone/Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>James Bergevin, CSI</td>
<td>The Sherwin-Williams Company 12261 Nicollet Avenue, Suite C Burnsville, MN 55337 612.720.9934 Phone 952.894.0203 Fax <a href="mailto:james.r.bergevin@sherwin.com">james.r.bergevin@sherwin.com</a></td>
<td></td>
</tr>
<tr>
<td>President-Elect</td>
<td>Dave Rasmussen, CSI</td>
<td>M.G. McGrath, Inc. 1387 Cope Avenue East Maplewood, MN 55109-2602 651.414.6738 Phone 651.704.9989 Fax <a href="mailto:drass@mgmcgrath.com">drass@mgmcgrath.com</a></td>
<td></td>
</tr>
<tr>
<td>Vice President – Professional</td>
<td>Kevin Slattery, CSI</td>
<td>Edward Sales 3700 North Chestnut Street, Suite 102 Chaska, MN 55318-3070 952.929.6794 Phone <a href="mailto:kslattery@edwardssales.com">kslattery@edwardssales.com</a></td>
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<td>Mark McPherson, CSI, CDT</td>
<td>Mortenson Construction 17526 Logans Drive Eden Prairie, MN 55346-1234 763.287.5735 Phone, Work 952.807.8539 Phone, Home <a href="mailto:mmcpherson@att.net">mmcpherson@att.net</a></td>
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<td>Rick Nichols, CSI, BA, LEED GA</td>
<td>The Blue Book 2281 Van Tassel Drive North Stillwater, MN 55082-9155 651.373.8570 Phone <a href="mailto:rnichols@mail.thebluebook.com">rnichols@mail.thebluebook.com</a></td>
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<td>Andrew Matolt, CSI, CCS, LEED AP</td>
<td>Ryan A+E, Inc. 533 South Third Street, Suite 100 Minneapolis, MN 55415 612.492.4391 Phone <a href="mailto:Andy.Marolt@RyanCompanies.com">Andy.Marolt@RyanCompanies.com</a></td>
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<tr>
<td>Secretary</td>
<td>Tohnya Adams, CSI-EP</td>
<td>InVision Glass Design 18921 York Street Northwest, Suite E Elk River, MN 55330 763.497.1910 Phone <a href="mailto:tohnya@invisionglassdesign.com">tohnya@invisionglassdesign.com</a></td>
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<tr>
<td>Treasurer</td>
<td>Adrienne Rulseh, CSI</td>
<td>MEP Associates, LLC 860 Blue Gentian Road, Suite 175 Eagan, MN 55121 651.379.9120 Phone <a href="mailto:adrienner@mepassociates.com">adrienner@mepassociates.com</a></td>
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<td>Immediate Past President</td>
<td>Cynthia Long, CSI</td>
<td>INSPEC, Inc. 5801 Duluth Street Minneapolis, MN 55422-3958 763.546.3434 Phone 763.546.8669 Fax <a href="mailto:clong@inspec.com">clong@inspec.com</a></td>
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<td>BOD Liaisons to Committees</td>
<td>Liaison to Awards: Cynthia Long</td>
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<td>Liaison to Certification: Mark McPherson</td>
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<td>Liaison to Communications: Andrew Marolt</td>
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<td>Liaison to CSI-MSP Expo: Rick Nichols</td>
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<td>Liaison to Membership: Tohnya Adams</td>
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<td>Liaison to Programs: Dave Rasmussen</td>
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<td>Liaison to Student and Emerging Professionals: Adrienne Rulseh</td>
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<td>Committee Chairs</td>
<td>Fiscal Year 2019 – 2020</td>
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</table>
| **Awards Chair** | Matt Strand, CSI, CDT  
                  Axel H. Ohman  
                  17584 Lenox Circle  
                  Eden Prairie, MN 55347  
                  952.836.8329 Cell  
                  Matt@AxelOhman.com Email |
| **Awards Co-Chair** | Rick Nichols, CSI, LEED GA  
                           The Blue Book Building & Construction Network  
                           2281 Van Tassel Drive North  
                           Stillwater, MN 55082-9155  
                           651.373.8570 Phone  
                           rnichols@mail.thebluebook.com Email |
| **Certification Chair** | Gerhard Guth  
                          HGA  
                          420 North 5th Street, Suite 100  
                          Minneapolis, MN 55401-2338  
                          612.758.4558 Phone  
                          gguth@hga.com Email |
| **Certification Co-Chair** | Jerrilyn O’Brien, CSI, CDT, EIT  
                                 Allegion  
                                 6230 Bury Drive  
                                 Eden Prairie, MN 55346-1718  
                                 952.674.4967 Phone  
                                 952.893.3061 Fax  
                                 jerrilyn.obrien@allegion.com Email |
| **Communications Chair** | Jerry Putnam, CSI, RA, FCSI, CCS  
                            RSP Architects, Ltd.  
                            1220 Marshall Street Northeast  
                            Minneapolis, MN 55413  
                            612.677.7146 Phone  
                            612.677.499 Fax  
                            jerry.putnam@rsparch.com Email |
| **Communications Co-Chair** | None at this time |
| **CSI-MSP EXPO Chair** | Kathrine Barrett, CSI-EP, CDT, LEED, GA  
                            Activar Construction Products Group  
                            9702 Newton Avenue South  
                            Bloomington, MN 55431  
                            952.838.1912 Phone  
                            khbarrett@activarpdt.com Email |
| **CSI-MSP EXPO Co-Chair** | Noah MacMillan, CSI-EP  
                             HiLine, Inc.  
                             2650 26th Avenue South  
                             Minneapolis, MN 55406  
                             612.721.1000 Phone  
                             nmacmillan@hilineinc.com Email |
| **Membership Chair** | Susan Lee, CSI, AIA, CID, NCARB  
                        Station A+B, PLLC  
                        6708 Point Drive  
                        Edina, MN 55435  
                        952.929.9241 Phone  
                        susanlee@stationad.org Email |
| **Membership Co-Chair** | Gary C. Patrick, CSI, AIA, RRC  
                           INSPEC, Inc.  
                           5801 Duluth Street  
                           Minneapolis, MN 55422-3958  
                           763.546.3434 Phone  
                           763.546.8669 Fax  
                           gpatrick@inspec.com Email |
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<tr>
<th>Programs Chair</th>
<th>Programs Co-Chair</th>
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<tbody>
<tr>
<td>Brien DuRoche, CSI</td>
<td>None at this time</td>
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<tr>
<td>Kline-Johnson &amp; Associates Inc.</td>
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<tr>
<td>2950 Metro Drive, Suite 306</td>
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<tr>
<td>Bloomington, MN 55425</td>
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<tr>
<td>763.614.4029 Phone</td>
<td></td>
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<tr>
<td>952.854.8729 Fax</td>
<td></td>
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<tr>
<td><a href="mailto:brien@kline-johnson.com">brien@kline-johnson.com</a> Email</td>
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<tr>
<th>StEP Chair (Student and Emerging Professionals)</th>
<th>StEP Co-Chair</th>
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</thead>
<tbody>
<tr>
<td>Hannah Fleischaker, CSI-EP</td>
<td>None at this time</td>
</tr>
<tr>
<td>Rose-Fleischaker Associates, Inc.</td>
<td></td>
</tr>
<tr>
<td>333 Washington Avenue North, Suite 302</td>
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<tr>
<td>Minneapolis, MN 55401-1353</td>
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<tr>
<td>612.349.9884 Phone</td>
<td></td>
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<td>612.349.9886 Fax</td>
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<tr>
<td><a href="mailto:hannahrf@officenters.com">hannahrf@officenters.com</a> Email</td>
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CSI Member: If you are interested in participating on a committee, feel free to contact the committee chair person to join or for further information regarding their committee activities. Or complete this form, place an "X" in the box next to the committee name, and attach the form to an email sending it to the committee chairperson.

Name: .............................................................. Company: ..............................................................
Telephone: ........................................ Fax: .................................................. E-Mail: ..............................................................

督 AWARDS COMMITTEE: Reviews suggestions for awards, and prepares nominations submittals for Institute, Region, and Chapter awards. Organizes and emcees the Chapter Awards Banquet.
Committee Chair Matt Strand, CSI, CDT Ph: 952.836.8329 Matt@AxelOhman.com
Committee Co-Chair Rick Nichols, CSI, LEED GA Ph: 651.373.8570 nichols@mail.thebluebook.com
Meeting Location Bunny's Bar & Grill, 34 13th Avenue Northeast, Minneapolis, MN
Meeting Date & Time 1st Thursday of the month, 8:00 AM

督 CERTIFICATION COMMITTEE: Offers review study courses for national CSI certifications exams, and introduction to construction documents workshop.
Committee Chair Gerhard Guth Ph: 612.758.4558 gguth@hga.com
Committee Co-Chair Jerrilyn O'Brien, CSI, CDT, EIT Ph: 952.674.4967 jerrilyn.obrien@allegion.com
Meeting Location Psycho Suzi's Motor Lounge, 1900 Marshall Street Northeast, Minneapolis, MN
Meeting Date & Time 2nd Friday of the month, 12:00 PM to 1:00 PM

督 COMMUNICATIONS COMMITTEE: Produces specifics newsletter. Contributes and recommends content for Chapter electronic publications, maintains Chapter website, including the electronic Member Roster.
Committee Chair Jerry Putnam, CSI, RA, FCSI, CCS Ph: 612.677.7146 jerry.putnam@rsparch.com
Committee Co-Chair None at This Time
Meeting Location Psycho Suzi's Motor Lounge, 1900 Marshall Street Northeast, Minneapolis, MN
Meeting Date & Time 3rd Monday of the month, 4:00 PM to 6:00 PM

督 CSI-MSP EXPO COMMITTEE: Plans annual Construction Showcase event in conjunction with Programs Committee and Student Membership Committee.
Committee Chair Kathrine Barrett, CSI-EP, CDT, LEED, GA Ph: 952.838.1912 kbarrett@activarpdt.com
Committee Co-Chair Noah MacMillan, CSI-EP Ph: 612.721.1000 nmacmillan@hilineinc.com
Meeting Location Telephone Conferences, Occasional Lunch Meetings
Meeting Date & Time Meet every two weeks, 8:30 AM Telephone Conference
MEMBERSHIP COMMITTEE: Addresses increasing and maintaining Chapter membership through various means. Assists members in receiving the benefits from their membership.

Committee Chair: Susan Lee, CSI, AIA, CID, NCARB, Ph: 952.929.9241, susanlee@stationad.org
Committee Co-Chair: Gary C. Patrick, CSI, AIA, RRC, Ph: 763.546.3434, gpatrick@inspec.com
Meeting Location: INSPEC, Inc., 5801 Duluth Street, Minneapolis, MN
Meeting Date & Time: 2nd Thursday of the month, 11:30 AM to 1:00 PM

PROGRAMS COMMITTEE: Plans and runs the monthly Chapter programs and meetings.

Committee Co-Chair: Brien DuRoche, CSI, Ph: 763.614.4029, brien@kline-johnson.com
Committee Co-Chair: None at This Time
Meeting Location: IntrinXec Management, Inc., 5353 Wayzata Boulevard, Suite 350, St. Louis Park, MN
Meeting Date & Time: 1st Monday of the month, 12:00 PM to 1:00 PM

StEP COMMITTEE (Student and Emerging Professionals): StEP committee promotes collaboration between students interested in the A/E industry and Emerging Professionals already working in the industry to form lasting relationships through CSI.

Committee Chair: Hannah Fleischaker, CSI-EP, Ph: 612.349.9884, hannahrf@officenters.com
Committee Co-Chair: None at This Time
Meeting Location: Dunwoody College of Technology
Meeting Date & Time: 3rd Tuesday of the month, 12:00 PM to 1:00 PM