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**CSI-Indianapolis Office**

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[**www.csiresources.org/indianapolischapter/home**](http://www.csiresources.org/indianapolischapter/home)

Meeting Name: Board Meeting Agenda Date/Time: March 8th, 2021. 1800

Location: Microsoft Teams virtual meeting Timekeeper: Secretary

Chair / Facilitator: President Scribe: Secretary

**Attendees:**

x\_\_\_ Ivette Bruns President

x\_\_\_ Alan Broderick Vice-President

x\_\_\_ Andrew Huehls Treasurer

x\_\_\_ Tom Tuttle Secretary

x\_\_\_ Tony Julian President Elect

x\_\_\_ David Fryman Ex-Officio

Voting Members

x\_\_\_ Chris Harouff

\_\_\_ Bryan Lee (out of the office)

\_\_\_ Anthony Muriel

x\_\_\_ Larry Podojil

\_\_\_ Gary Tilford

x\_\_\_ Lauralee Wikkerink

x\_\_\_ Michael Zunk

Non-voting Members

x\_\_\_ Jack Morgan National Liaison

\_\_\_ Student Liaison

2020-2021 Board Guests:

\_\_\_

\_\_\_

**Agenda and*Minutes (Minutes are bolded and italicized)***

To stay on topic, ALL attendees must assist facilitator / presenter to focus on items below.

**Item / Committee by Subject/Motion Discussion**

**Call to Order** IB

**Opening** IB

**Roll Call** TT

**Review/Approve** TT January & February minutes. AB LP motion. AH & TJ

**Board Minutes**

**Treasurer’s Report** AH Reports from AH. PayPal money is for anything

 invoiced, i.e. meetings, events. IB Does this include

 certification courses. Invoicing for April Education?

 Need to get sponsors for the 60th anniversary.

**Secretary’s Report** TT

**Committee Reports**

**Item / Committee by Subject/Motion Discussion**

+ Committees AB Status of committee chairs.

+ Nominating IB Note from AH- “It’s time to start planning for the 2021

 election of directors. There will be 4 vacancies to fill

 according to the attached BOD Roster.” List of names?

 IB contacted both candidates and will discuss with

 them tomorrow.

+ Academic Affairs AB See committee report. Society of student constructors

 IUPUI – reaching out with some giveaways for the

 students. We need to reach out to see if we can work

 with them in a virtual meeting on CSI with Ivette.

 -Need to develop a Sell sheet for CSI and what we can

 do to help them & invite them to the CDT certification

 classes. DF National CSI has a flyer, “Why CSI” as a

 basis for a Sell Sheet. Giveaways – David Fryman and I

 will meet and pick them out and get a tally of how

 many students are in each club or group and deliver

 items. DF will invite Dean Bortz from Columbus to

 meet with us and help guide us on best practices. Dan

 K. has an invite for an introduction of CSI by IB to each

 of the groups. IB has BSU presentation on March 31st,

 2021. AB will join invitation.

+ Certification TJ TJ secured instructors guide which will save a ton of

 time. Orientation coming up later in February . Arin

 Resnicke expressed interest. Need to advertise the

 classes. JM working on invitations, and seized

 opportunity to post on CSI-Connect. (See attachment)

 TJ at two different sites recently where the students did

 not know about CSI. Working to educate on

 certification. IB recommends CDT for all board

 members. TJ Nine people at orientation. Some are

 taking the class, but not the exam.

+ Membership TT Divvied up CSI list of “Members in Grace” to contact.

 Asking for continued membership commitments and

 interest in committees/leadership. Graphic of chapter

 membership attached.

+ Newsletter Reports due Wednesday. IB be sure to have something

 on certification for the newsletter. Both website and

 newsletter. Will pull together slide. JM will get Chapter

 Challenge flyer. The same goes for Distressed Member

 helps from the Great Lakes Chapter.

+ Education Found. DF JM scholarships are due the end of March.

+ President’s Forum RV N/A

+ Rafflemeister RV N/A

+ Fellows JM

+ Golf Outing DF Need to confirm golf outing chairs for this summer.

 Everybody very positive. AIA did their event last year

 and it was sold-out. Can be accomplished

 carefully/respectfully. Angie Julian, Matt Maier and J.W.

 Moore still on committee. Pull together dates for this

 and the Trade Show. IB June may be a good time.

+ Trade Show DF (1) Tabletop event March (KH)

 (2) Trade Show September. May do something in an

 outdoor venue.

+ Programs MZ See pre-read from JM. MZ- IB is the star for March on

 “Getting Specified. JM “Specifications, What You Should

 Know.” Went over very well at Construct and it

 received good reviews on the trade show floor. There

 will be an admissions fee. The end of this is a primer to

 the CDT class. Newsletter article? JM Verbiage for this

 pulled for newsletter. JM will reach out to EB. May

 charge $20. TJ- with the work put into this, concerned

 that folks may not have enough notice. MZ May is

 Chapter celebration. July and August are open. Air

 barrier presentation is a possibility. Pepper

 Construction wanted to have this in-person.

+ Special Events LP (1) CSI Indiana Chapter 60th Anniversary Event, May,

 2021 date at the Rathskeller. Outdoor option. Update?

 Rathskeller is set, Covid-19 protocol is in place from

 Rathskeller. AF working on promotion for newsletter.

 Meeting on 17-Mar-21 with emphasis on invitations,

 communication and getting word-out. GB- sponsorships

 in $2,500 neighbourhood. DF as participants arrive,

 each will be given a “chip” for one beverage. DF-

 thanks to LP!

 LP (2) “Anarchy Axe” Throwing: Was supposed to happen

 last Friday. Will have to schedule a date in the future.

 LP Making plaques for active work on committee. IB

 recommends “CSI 60th Anniversary Celebration

 Committee”. Gala, Event, Hootenanny.

+ Social Media / Tech AF

+ Website GB

+ Budget AH No report until change in board.

+ Bylaws IB Focused E-mail and notifications will be sent tonight by

 IB. SurveyMonkey. (See attachment from IB) Here are a

 couple of suggestions for modifications to the language we

 proposed for our Bylaws.  Let me know which one you like or

 if you have your own suggestion.  I want to get this out to

 membership for a vote Monday. Suggestion #2 is preferred.

**Proposed Language:**

1. Chapter meetings may be held via electronic teleconferencing means in the event of a pandemic, other public health emergency or as deemed appropriate by the Board.

**Suggestion 1**

1. Chapter meetings may be held via electronic teleconferencing means in the event that in-person meetings are prohibited or restricted due to government order or public health emergency, or as deemed appropriate by the Board.

**Suggestion 2**

A.    Chapter meetings may be held via electronic teleconferencing means ~~in the event of a pandemic; other~~ due **to** public ~~health~~ emergency or ~~as~~ when deemed appropriate by the Board.

 -We as a board need to get information to Website and

 Newsletter.

+ Awards IB Great Lakes Region Award

+ Roster MZ New chair

+ CEU’s/AIA LU’s EB Check on certificate distribution for virtual meetings

+ Communications EB

+ Meetings Arrangement DF

+ Sponsorship DF

+ Education JM Pre-read agenda from Jack Morgan. (2) “Specifications”

 presentation follow-up progress.

+ Tabletop KH

**SPECIAL COMMITTEE REPORTS**

Our bylaws state:

* A nominating committee should be established by January 1
* Nominating committee is to present the slate of nominees at the February chapter meeting
* Nominations from the floor are to be taken during the February chapter meeting
* Ballots are to be available at least 2 weeks prior to the March chapter meeting
* The chapter votes in the March chapter meeting
	+ I recommend we issue an electronic ballot 2 weeks prior to the March meeting to allow for electronic voting.
* At the April BOD meeting, continuing and newly elected board members vote for the `21/`22 officers

+ Bid Day joint event DF

**OLD BUSINESS**

Mailing Lists

**NEW BUSINESS**

+ Great Lakes Region: Ongoing membership relief program, Ken Schmidt.

+ Committee Chairs TJ

**PRESIDENT’S REPORT**  IB

**GOOD OF THE ORDER**  IB

**ANNOUNCEMENTS** IB

**PROGRAM** n/a

**ADJOURN** IB Call to Adjourn

 Motion to Adjourn

**Commitments/Agreements/Conclusions**

R=Responsible (doer), A=Accountable, C=Consulted, I=Looped-in

 **TASKS COMMITTEE ATTENDEES**

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**"Parking Area"** (Open/unresolved issues that need follow-up)

 **ISSUE IMPACT RESOLUTION**

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