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Meeting Name: Board Meeting Agenda Date/Time: August 10th, 2020. 6:00 pm

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

\_\_\_ Tony Julian President Elect

\_x\_ David Fryman Ex-Officio

Voting Members

\_\_\_ Chris Harouff

\_\_\_ Bryan Lee

\_\_\_ Anthony Muriel

\_x\_ Larry Podojil

\_\_\_ Gary Tilford

\_\_\_ Lauralee Wikkerink

\_x\_ Michael Zunk

Non-voting Members

\_x\_ Jack Morgan National Liaison

\_\_\_ Student Liaison

\_x\_ Amy Fehribach

2020-2021 Board Guests:

\_\_\_

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**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 July Minutes. DF & LP. Approved. TT to send meeting notes to GB.

**Board Minutes**

**Treasurer’s Report** AH See pre-read. $3K check to DSV discussed. Send Thad’s information to MZ and JM. Schedule a presentation.

**Secretary’s Report** TT

**Committee Reports**

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

+ Academic Affairs None Circle back on progress from Alan (temporary chair) heading into the Fall. AB working on paperwork, and will coordinate with JY. Target BSU academics.

+ Certification TJ New documents secured for Fall exam. These include more graphics. 3rd edition not available yet. CSI looking at PDF versions of book. Target Fall for next class.

+ Membership TT (1) Membership survey with Survey Monkey, (2) contact expiring members x 21, (3) September new members session.

**Qty. Member Type**

12 Emerging Professional

129 Professional

2 Emeritus

4 Retired

1 Student

148 Total

+ Education Foundation RV Shotgun shoot postponed to following year.

+ President’s Forum RV Was this scheduled? Targeting mid-August after work, DF. Perhaps an open air park?

+ Rafflemeister RV NA this month

+ Fellows JM 5 x fellows announced

+ Golf Outing DS Shelved due to Covid-19

+ Trade Show DS Date 10/15 at Willows. Update on virtual show option, i.e. “Hopin”. DF meets with AM to go over two online platforms tomorrow. AB at GLR conference today, discussion on trade shows. Input was that no one would have trade shows this year. Need to comply with all local Covid19 guidelines. What about moving the date to March, 2021? What about an outdoor park event? Weather could be an issue. Each rep provides chairs, canopy, table. AF cap number of reps. Send a survey to check on (1) comfortability meeting, (2) interest in outdoors, (3) budgets.

+ Programs MZ Mass Timber presentation is a “go” virtually. MZ Highlighted courses available on the website, GB. Reached out to BW. JM best practices, Detroit chapter meeting in-person. They are done with virtual sessions. Make sure presentations are geared for topics beyond the “basics”. Get to the next level, and aware of audience. IB

+ Special Events LP “Anarchy Axe” Throwing. Planned for 25-Sep-20. Conference call two weeks ago. Decided to delay recruitment, and another conference call next Monday. Will resume recruiting, and get a total to Anarchy Axe. Final count 18-Sep-2020.

+ Social Media / Tech AF Promoting virtual meeting this week. Anarchy Axe is on the docket for promotion. Our LinkedIn profile is currently listed as a private group. AB asked about making this publicly-oriented. TT to send endorsements to AF, along with dates from JM/TJ for CDT classes.

+ Web site TJ IB E-mail GB for site updates. AH said there are limits to how much we can change our website due to being a microsite. JM we can switch to doing our own from being a microsite. Cincinnati/Columbus Chapter are examples. Detroit did a Wix website option. Homework: Board to make suggestions.

+ Budget AH No report.

+ Bylaws DH DF reaching out to TJ for 20th century updates. IB get by-laws out to membership next month. Send an interim E-mail to the board. Review and get comments.

+ Awards GT Hand-out of awards status? Awards are ordered, and a couple of clerical issues to be ironed-out. Then these will be delivered.

+ Roster GT Look for roster that can go behind website login, easy-to-use.

+ CEU’s/AIA LU’s EB EB sent these. Update that certificate name to Ivette Bruns. This will be corrected for August.

+ Communications EB Update after conferring with EB. IB

+ Meetings Arrangement DF Current status with Willows. The Willows has us on-hold for the time being.

+ Sponsorship DF Update on progress. Three contacted, just noncommittal at present. Circle-back in a month.

+ Education BW IB to E-mail BW to find-out status.

**SPECIAL COMMITTEE REPORTS**

+ Bid Day joint event DF Keep this as a reminder for in-person. TT More events to be sent by JM to GB for adding to site. Get classes uploaded, too.

**OLD BUSINESS**

**NEW BUSINESS**

+ Great Lakes Region Conference IB presents tomorrow on “The Good, the Bad & the Ugly Dealing with Design Professional’s Specifications”.

+ Great Lake Region Awards IB Submit MZ for chapter education courses online, and TJ for chapter awards.

**PRESIDENT’S REPORT**  IB Promote chapter as much as possible.

**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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