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Meeting Name: Board Meeting Agenda Date/Time: September 14th, 2020. 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

X\_\_\_ Bryan Lee

\_\_\_ 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:

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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 August minutes

**Board Minutes**

**Treasurer’s Report** AH Pre-read attachments. Pretty straightforward.

**Secretary’s Report** TT PowerPoint presentations from Great Lakes

Region- Chapter Leaders Support add website

**Committee Reports**

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

+ Academic Affairs AB List of people involved- Alan Broderick, Kris Owen,

Joel Young, David Fryman. “We are utilizing Joel and

David as advisors so Kris and I can get this off the

ground. We will start the initial reach out and start

working towards a relationship at IUPUI.” Chris Harouff

to assist team.

+ Certification TJ Look at Fall class dates. Timing with exam, CDT focus.

New materials available. Tony- Need to get dates

updated for Fall CDT class.

+ Membership TT

+ Education Found. DF Rescheduled meeting for November.

+ President’s Forum DF Ivette may work with E-mail input via E-mail. David will

make this happen.

+ Rafflemeister RV NA this month

+ Fellows JM Gear up for next year, 2021. Challenge extended to

nominate candidates.

+ Golf Outing DS Shelved due to Covid-19

+ Trade Show DS March target date. Crane Bay tailgate option. BOMA

example. Amy- William Baker may participate in this,

and could report back. David may also attend the

BOMA event. March may be problematic if outside with

snow, etc. Ivette prefers indoors, as things may be

indoors again. Move to April, 2021 if outdoors?

-Ivette: Address trade show status to membership, and

post to website. David to send E-mail to Glen for

updating.

* David Young, BOMA trade show example: [https://bomaindy.org/TradeShow](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Flinkprotect.cudasvc.com%2Furl%3Fa%3Dhttps%253a%252f%252fbomaindy.org%252fTradeShow%26c%3DE%2C1%2CH1XqtGd9Rb-pom65MVrvr4nlmMDhuRl-up1EQbPbufCpS6BuDmJSg7NHpacjflfYQ4SFK5xVl4NT3vCQLsXmmlhx2w8K6qI9AyhKPtu-qP33L9al%26typo%3D1&data=02%7C01%7Cthomas.tuttle%40assaabloy.com%7Cdab37bb18f3c4b091df908d858f90005%7Cf0bdc1c951484f86ac40edd976e1814c%7C0%7C0%7C637357173755194489&sdata=lpfaIrtomre5LyMv1sJTHW5WUZ%2FMIzUW8RxclnBDz4s%3D&reserved=0)

+ Programs MZ Committee reports for programs. Pre-read. Michael-

October program changed from Trade Show. Drewry

Simmons could present then. Ivette- Board to vote on

in-person vs. virtual. Amy- Look at reduced count, no

food, or larger space with ability to space out properly.

Ivette- Speaker could share screen. Could look at doing

both. Jack- Watch out for confusion between in-person

and virtual options. Alan- no buffets allowed. Plated,

box lunch, or nothing. Ivette- box lunch may be best

option. Andrew- Check cost of box lunches, as these

may be more expensive.

\*\*\*Action: Get with Edmund Brown on invitations.

\*\*\*Action: Get list from Willows so safety procedures

are posted. Check with local CDC requirements. Jack to

ask Dorothy about procedures. Ivette to review before

messaging chapter.

+ Special Events LP (1) “Anarchy Axe” Throwing. See pre-read. Larry:

Conference call to go over details. Attendance

benchmarked at 35 people. Target: 85-100 count.

Move out target date, potential March/April, 2021.

Ivette- Hone in in date for trade show. Pivot Axe event

off of trade show. Amy- One more note went out this

morning. Can send mass update about resumption in

2021. Ivette- Be sure to update website. Larry- Amy

has a banner, “Postponed”.

PB (2) “Just wanted to stay out in front of the “potential”

Holiday Party for our CSI Chapter. I wanted to see if

the Board had yet discussed the option of an event or

not? Please let me know if we are so that I can proceed

with arrangements at Riverwalk…” Pete Baker. Ivette-

Watch December for resurgence of Covid19. Virtual

Happy hour. Amy- Help another organization, i.e.

charitable organization. Larry- Outdoor bonfire? St.

Vincent DePaul needy families to sponsor. Informal.

* Alan- Gleaners food bank. Website: <https://www.gleaners.org/30-ways-in-30-days-hunger-action-month/>

Ivette- drop-off items at the Willows. Send ideas to

Ivette for Pete Baker.

+ Social Media / Tech AF Look at LinkedIn account not being private. May have

to start a new page, unless made new. Send Amy lists

for marketing. Alan- share amongst team for

public/private.

+ Website TJ Ivette: Revise website, update Mike and Ryan. Create a

repository for past newsletters, at least a year. Get the

current edition up there.

+ Budget AH No report, until prep for change in board.

+ Bylaws DF Update on chapter approval. Two weeks before vote,

requires 2/3 voice approval. David sent revised version

to IB, TJ. Will resend for review.

+ Awards IB Sent congratulatory notes, (1) MZ, (2) MH & RM, and

(3) TJ

+ Roster GT Excel spreadsheet update, and pre-read. Ivette will

reach out to Gary T.

+ CEU’s/AIA LU’s EB

+ Communications EB

+ Meetings Arrangement DF

+ Sponsorship DF

+ Education JM Pre-read. Jack- (1) Update of the Big Dig, Citizen

Energy Tunnel. Henry Stellema. (2) Presentation by

Cory at Pepper about air/vapour barriers.

**SPECIAL COMMITTEE REPORTS**

+ Bid Day joint event DF

**OLD BUSINESS**

Mailing Lists

**NEW BUSINESS**

+ Tippecanoe Schools “I was wondering if you could reach out to CSI members and ask if any members would be able to donate re-fillable water bottles to Tippecanoe School Corporation?

TSC has about 13,000 students and since we have shut off drinking fountains, students need re-fillable water bottles to use at the bottle filling stations. I don't know if this is something that CSI would be interested in? Companies could have their names on the bottles, so it might be a marketing opportunity?

We would be happy with any donation. Dollar Tree has basic re-fillable bottles for $1 each. Let me know. Thank you for your consideration.

Diane Guljas, Project Manager, Tippecanoe School Corporation, (765)269-8426”

+CSI Career Center TT See note

+60th Anniversary JM Chapter Charter. Date: April, 2021 time frame. E-mail

Ivette if interested.

**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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